

KenCom Finance Committee Meeting Minutes
Held December 16th, 2021
9:00 a.m.
Kendall County Public Safety Center
1102 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Brian DeBolt	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Zoila Gomez	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	
James Jensen	Yorkville PD		X

Others present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with six members present, which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. DeBolt made a motion to approve the agenda as submitted, seconded by Burgner. Discussion. All six members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – Bergeron stated Corkill went out to bid for KenCom’s Workman’s Compensation Insurance and Traveler’s Insurance (KenCom’s current company) came back at \$3,882 and Hartford Insurance came back at \$2,975. Bergeron stated she reviewed the policy and there does not seem to be any difference in coverage and if anyone had any concerns, will be switching to Hartford Insurance for 2022.

Staff Report – Bergeron gave a Personnel Report as follows: Trainee Dakota Peterson, resigned on November 15th. Jenny Burkhart is in Phase 2 of the training program. Of the four most recent hires, two have resigned. KenCom is currently down one supervisor position and two telecommunicator positions. Testing and interview have been completed. The next step in the hiring process is background checks. Stein mentioned they had been hiring a plus one telecommunicator to offset the statistics of losing an employee or trainee. KenCom has not been fully staffed for six or seven years. Stein stated they have a lot of good qualified candidates in this hiring group and would like to suggest adding a plus two telecommunicator’s this time. Stein reviewed past statistical employee trainee success rate. After discussion, there was a consensus by the committee to add two telecommunicator’s in the current round of hiring. Training as follows: All employees have been assigned annual online training offered by ICRMT on harassment, workplace bullying and violence prevention and stress management. Training will be completed during the month of December. Information as follows: KenCom is no longer operating off the County’s email system. All KenCom employees and distribution group emails will end with @KenCom911.com. Please make sure you make the necessary changes. Email forwarding from the old email addresses ended December 1st. Project Updates as follows: Any bills that are sent directly to an agency from Tyler should be turned over to KenCom (do not pay) if it is for equipment, software, services, etc. that KenCom has procured on behalf of the agency. The test environment was upgraded to New World version 2021.1 SP3 on November 4th. It is available for testing through February 13th. KenCom has received the final portable radio count from the fire agencies and the radios will be ordered in the near future. Fire 3 is now being recorded by KenCom’s NICE recording system. It was discovered after go live that three-way calling is not an option with IPFlex, which changed the way KenCom has to transfer calls. Currently we are unable to utilize Voiance (interpretation service) on the IPFlex lines as the calls have to be

bridged together (three-way calling) to bring the caller, KenCom and Voiance on the line together. AT&T is unable to give us the functionality needed for a three-way call. We are working with our phone vendor to see if there is a way to complete a three-way via our system. The License Plate Reader Committee has completed the public relations statement, system monitoring and audit protocols, and protocols on moving cameras. Outstanding items include the MOU which is pending attorney approval and IDOT permits which need to be resubmitted with changes. The camera and concrete at Orchard/30 that was installed at the wrong location has been removed. Viper Upgrade training on backend maintenance is scheduled for December 28th. The upgrade will begin on January 3rd and is estimated to be complete by February 3rd. Wireless 9-1-1 statistics for the month of November 2021 represented 87% calls received. Text to 9-1-1 totals for the month of November 2021 were 6.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Burgner to approve the consent agenda, which includes approval of the November 2021 Treasurer’s Reports for the Surcharge and Operating Funds and the November 10th, 2021 Finance Committee Minutes. All six members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – No Report

Strategic Planning Committee Report – No Report.

Operations Board Chair Report – Bergeron stated they met and passed two policies. Nelson noted that Josh Flanders has taken the lead with the Fire 3 radios and putting together the basic programming users group. There will also be a memorandum of understanding signed by the fire agencies for the new radios.

Finance Committee Report:

Approval of Bills:

Operation Bills – DeBolt made a motion to approve the December 2021 Operation Bills, in the amount of, \$172,286.19, seconded by Gomez. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – DeBolt made a motion to approve the December 2021 Surcharge Bills, in the amount of, \$34,725.53, seconded by Baird. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Development of Fire 3 channel to be Digital – Nelson stated the Fire 3 radios have been ordered with an anticipated receive date for the end of February, beginning of March. After the state bid, rebates and the ability to put the purchase on KenCom’s credit card the total saving will be approximately \$18,000 on the purchase of the fire 3 radios. Nelson stated it was brought to his attention that some of the fire departments have interest to purchase mobile radios but will not have the funding until their next fiscal year starting in May. A Beep is holding the discounted price for the mobiles until December 31st. Nelson mentioned having KenCom make the initial purchase for the fire and police agencies who are interested and they will have a purchase order to reimburse KenCom when their new budgets take effect in May. There was a consensus by the committee to allow the advance purchase by the police and fire agencies interested in purchasing mobile radios with a reimbursement in May to KenCom and there will be a documented signed by each agency purchasing mobile radios.

Burgner left the meeting at 9:45 a.m.

License Plate Reader – Discussed in the staff report.

Discussion of UHF Frequency for Oswego Township Road District – Nelson stated the antennas are going up soon for both EOC and the Oswego Township.

Brazo's Update – All the police agencies agreed to pay the Tyler annual maintenance invoice that KenCom had been holding until all the agencies were happy with Brazo's.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Purchase of Kenwood VHF Portable Fire Radios with KenCom's Credit Card – Nelson stated he received the authority by the bank to increase KenCom's credit card for the purchase of the fire portable radios for approximately \$800,000.

Other Business – None

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday January 20th, 2021 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Witek made a motion to adjourn the meeting, seconded by Baird. All members present voting aye. Motion carried. Meeting adjourned at 9:50 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary