

**Minutes of the Executive Board Meeting
Held Thursday, October 28th, 2021
5:30 p.m.**

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board		X
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
James Bateman	Bristol Kendall Fire District	X	
Darald Nelson	Village of Newark	X	
John Cornish	Oswego Fire District	X	
Scott Cryder	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X	
Greg Witek	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville	X	
Terry Olson	Village of Oswego	X	
Scott Mulliner	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager; Bonnie Walters, Executive Assistant.

Greg Witek called the meeting to order and requested a roll call of the membership. Ten of the twelve members were present creating the necessary quorum for voting purposes.

Witek called for a motion to approve the agenda. Funkhouser made a motion for an amendment to the agenda to move 10D1(Operations Budget) and 10D2(Surcharge Budget) after Correspondence, seconded by D. Nelson. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment –None

Witek called for Correspondence – Witek stated they received notification from the County Board of new approved members on the KenCom Executive Board. 9/21/21 Fire Chief John Cornish was approved as the primary member for the Oswego Fire Department; 10/5/21 Trustee Jennifer Jones Sinnott was approved as the alternate member for the Village of Oswego; 10/19/21 Mayor Mike Rennels was approved as the primary member for the City of Plano.

Budgets:

Operations Budget – Bergeron reviewed the changes to the Fiscal Year 2022 Operations Budget. Olson made a motion to approve the Fiscal Year 2022 Operation Budget, seconded by Peters. During discussion different options of Cyber Insurance were discussed. Bergeron is still waiting on more quotes and will distribute the quotes to the board with a bullet list from the insurance company of what exactly the Cyber Insurance does and does not cover. Funkhouser questioned where the funds for the License Plate Reader's was coming out of. L. Nelson stated eighteen months ago when this project started they were told the LPR could be taken out of the Surcharge funds and over time there has been a question

whether you could or not. A couple of months ago the question came up again, L. Nelson and Bergeron reached out to the State Police and they do not believe they can take the funds from the surcharge budget which is how the budget was put together. L. Nelson stated they discussed paying the License Plate Reader invoice out of the Operations Budget and do a transfer out of the Surcharge for an item that can be paid out of Surcharge to make it whole. Witek stated KenCom will make sure how the funds are spent and will be in compliance with the auditors, which will be to follow the statutes at the time. Funkhouser expressed a concern for the License Plate Reader fee coming out of the Operation Funds as there is no obligation for the future to make that transfer from the Surcharge Funds. Funkhouser continued that this is a choice to transfer money to accommodate what was discussed early on in the License Plate Reader process, which was that LPR would not impede out of the Operations Budget. After discussion it was agreed to add wording to the Memorandum of Understanding for the License Plate Readers stating there would not be a burden to the users of the system for the fee for the License Plate Readers and the accounting will be in compliance with the auditor. A roll call was taken with all ten members present voting aye. Motion carried.

Surcharge Budget – Bergeron reviewed the changes to the Fiscal Year 2022 Surcharge Budget. L. Nelson made a motion to approve the Fiscal Year 2022 Surcharge Budget, seconded by Thompson. Discussion ensued. A roll call was taken with all ten members present voting aye. Motion carried.

Chris Funkhauser left the meeting at 6:24 p.m.

Staff Report – Bergeron gave a Personnel Report as follows: Bill Linder has been released from training and is now working independently. Jenny Burkart and Dakota Peterson are in Phase 1 of KenCom's training program. KenCom is currently down one supervisor position and one telecommunicator position. KenCom received 58 telecommunicator applications and 8 shift supervisor application. Thank you to the agencies that posted our job ad on their social media pages. Training as follows Ashley Conrad, Jenny Burkart and Dakota Peterson attended a CPR class with the Oswego Fire Department on October 12th, 2021. Thank you to the Oswego Fire Department for offering that class for KenCom employees at no charge. 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 will end 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. Testing for the Fire 3 project ended on October 15th. 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 phone system. The License Plate Reader Committee met on August 26th, 2021 to review attorney changes and finalized the MOU. KenCom will be forwarding the revised MOU to KenCom's attorney for final review. The committee has completed the public relations statement, system monitoring and audit protocols, camera placement and protocols on camera movement. IDOT permits have been applied for and we should be getting approval in the near future. LEADS 3.0 is now live and KenCom has worked through most of the issues that were experienced after go live. KenCom is currently working on an issue with the reporting software of the Viper system and we do not have statistical information on wireless 9-1-1 calls for the month of September. Text to 9-1-1 totals for the month of September 2021 were 8.

Closed Session Minutes but do not release – Olson made a motion to approve and do not release the September 30, 2021 closed session meeting minutes, seconded by Peters. All members present voting aye. Motion carried.

Consent Agenda – Witek called for approval of the consent agenda. L. Nelson made a motion, seconded by Thompson to approve the consent agenda as follows:

- Treasurer’s Report – September 2021
- September 30th, 2021 Executive Board Minutes

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – L. Nelson stated they are on budget and moved to an accrual system.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – Bergeron stated she presented the budget and they moved it forward to the Finance Committee.

Report of the Personnel Committee – No meeting.

Report of the Strategic Planning Committee – No meeting.

Witek called for Old Business:

Development of Fire 3 Channel to be Digital – Bergeron stated it is up and operational. There was a lot of testing done and fire is happy with the clarity and would consider it as good or better to be digital. L. Nelson stated he spoke to A Beep and any fire agency that is looking to replace their mobile radios, A Beep is willing to hold the price until December 31, 2021. Bergeron stated they are working on a policy.

Discussion of 2-1-1 – No report.

License Plate Reader – Discussed in staff report.

Other Old Business – None

Witek called for New Business:

Fire 3 Portable Radio Purchase – Thompson made a motion for the purchase from A Beep for the Kenwood Fire 3 Portable Radio’s in an amount not to exceed \$880,000.00, seconded by Bateman. Discussion ensued. A roll call was taken with all nine members present voting aye. Motion carried.

Executive Board Closed Session Audio Destruction – None

Semi Annual Closed Session Review – D. Nelson made a motion for the Executive Board closed session meeting minutes to remain closed, seconded by Cornish. All members present voting aye. Motion carried.

Other business from the floor – None

Closed Session – None

Action after Closed Session – None

The next scheduled Executive Board Meeting is Thursday, November 18th, 2021 at 5:30 p.m. Olson made a motion to adjourn the meeting, seconded by D. Nelson. All members present voted aye. Motion carried. The meeting adjourned at 6:28 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary