

**KenCom Finance Committee Meeting Minutes**  
**Held March 17<sup>th</sup>, 2022**  
**9:00 a.m.**  
**Kendall County Public Safety Center**  
**1102 Cornell Lane, Yorkville**  
**Emergency Operations Center**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Brian DeBolt	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Mike Rennels	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 of the seven 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 Baird. Discussion. All six members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – Stein mentioned she had received recognition from the public for two different calls. Telecommunicator Jennette Welter-Fichtel took a medical call and did an amazing job keeping the caller calm and give CPR instructions which resulting in a lifesaving call. The caller wanted to recognize Jennette for saving her fiancé's life. Telecommunicator Jen Powell took a call of a mother who had been in an accident with her child and was headed to get her other child. The caller wanted to recognize Jen for coordinating and making sure her daughter was picked up and going above and beyond.

Staff Report – Bergeron gave a Personnel Report as follows: Gina Belmont is wrapping up training as a call taker and will be advancing to police dispatch at the end of the week. Jenna Brown is in Phase 1 of the training program. Training as follows: In-house training during the month of March will cover Severe Weather Policy and Procedures. TCs, Jen P and Sarah J., attended an APCO CTO training course at WESCOM February 22<sup>nd</sup> and 23<sup>rd</sup>. Adam(supervisor) and Melissa (TC) attended the MABAS conference in Bloomington-Normal from February 23<sup>rd</sup> – 25<sup>th</sup>. Information as follows: A survey was sent on Friday, March 11<sup>th</sup> asking for concerns about the discontinuation of screening callers for COVID symptoms. Hearing no concerns, KenCom will discontinued that practice effective today, March 16<sup>th</sup>. Norwood asked if the COVID numbers increased for KenCom to consider putting that screening back into procedure. 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 New World Production environment for version 2021.1 SP3 was upgraded on Monday, February 14<sup>th</sup>, 2022. Any issues discovered should be reported to New World Support. Use [Support@KenCom911.com](mailto:Support@KenCom911.com) to request connection to the servers if working with support. The fire portable radios have been ordered with delivery anticipated for the end of March or early April. KenCom is currently unable to make conference calls on the IPFlex lines which impacts our ability to use language translation services. The Viper phone system has the capability of using the conference feature on the IPFlex lines by changing some backend configuration on all contacts within the phone system. This will take some time to complete as we have over 700 contacts that need to be modified. 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. The LPR Committee met on March 9<sup>th</sup> and will meet again on March 30<sup>th</sup> at 1:00 p.m. to finalize the MOU and revise the public relations statement. IDOT has issued permits for all seven license plate reader cameras. Flock will install cameras mid to late April. The NG9-1-1 project will route 9-1-1 calls to PSAPs via an ESInet using IP technology rather than analog phone lines. GIS work continues throughout the State to establish boundaries for the routing of 9-1-1 calls on the IP based platform. KenCom is scheduled to go live on the ESInet on June 23<sup>rd</sup>, 2022. KenCom and Grundy County 9-1-1 will be working together on this project due to the shared Viper phone system. Wireless 9-1-1 statistics for the month of February 2022 represented 88% calls received. Text to 9-1-1 totals for the month of February 2022 were 3.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. DeBolt made a motion, seconded by Baird to approve the consent agenda, which includes approval of the February 2022 Treasurer’s Reports for the Surcharge and Operating Funds and the February 17<sup>th</sup>, 2022 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 it was requested that Police 1 and Police 3 to be put on the Strategic Planning Committee Meeting Agenda for getting costs on going digital and encrypted. Discussion Ensued. Bergeron stated there was discussion that came from GIS about addressing concerns in regards to public safety and who is the final authority. After reaching out to Scott Koeppel, Kendall County Administrator, the recommendation was to have the Operations Board make the final decision. A policy will go to the Operations Board next month for approval.

Finance Committee Report:

Approval of Bills:

Operation Bills – Witek made a motion to approve the March 2022 Operation Bills, in the amount of, \$164,196.61, seconded by Baird. 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 March 2022 Surcharge Bills, in the amount of, \$524,648.45, seconded by Witek. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. Burgner made a motion to approve the purchase of a Dell Computer from IT Savvy not to exceed \$2,200.00, seconded by DeBolt. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for Old Business:

Development of Fire 3 channel to be Digital – Discussed in the staff report.

License Plate Reader – Discussed in the staff report.

Discussion of UHF Frequency for Oswego Township Road District – No Report

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Semi-Annual Closed Session Review – Witek made a motion for the Finance Committee Closed Session Meeting Minutes to remain closed, seconded by Rennels. All members present voting aye. Motion carried.

Appoint Interim Auditing Official – Nelson stated they are working with the attorney and will bring back to next month’s meeting.

Other Business – 988-CESSA – Bergeron stated she attended a stakeholders meeting with the Illinois Department of Health. They just awarded a contract to a company called PATH that will answer the 988 phone calls. They will begin shifting their focus on CESSA. Two advisory boards need to be created, which have not been done, and the appointment of that needs to come from the Secretary of the Illinois Department of Public Health. Bergeron stated with the work that needs to be done, January 21, 2023 is an aggressive date for the rollout of CESSA. Discussion ensued.

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday April 21<sup>st</sup>, 2022 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Baird made a motion to adjourn the meeting, seconded by Burgner. All members present voting aye. Motion carried. Meeting adjourned at 9:45 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary