

**Minutes of the Executive Board Meeting  
Held Thursday, February 24<sup>th</sup>, 2022  
5:30 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
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
Mike Rennels	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant; Scott Mulliner, City of Plano.

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

Witek called for a motion to approve the agenda. Thompson made a motion to approve the agenda with removing 11B, seconded by Rennels. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment –None

Witek called for Correspondence – Bergeron stated FEMA had made changes to the grant KenCom originally got denied for and she just received the official final denial of that grant.

Staff Report – Bergeron gave a Personnel Report as follows: Jenny Burkart has graduated out of the training program and is now working independently as of Saturday, January 15<sup>th</sup>. KenCom has hired two employees who will begin work on February 22<sup>th</sup>. Gina Belmont will be a shift supervisor and Jenna Brown will be a telecommunicator. As of today KenCom is fully staffed. Training as follows: Melissa Lardi and Melinda Jahp attended CPR training with the Oswego Fire Department on November 9<sup>th</sup>. All employees completed online Cyber Security training through IPMG during the month of November. Lynette, Jen and Pamela attended the IPSTA conference October 24<sup>th</sup> through 27<sup>th</sup>. All employees completed annual online training by ICRMT on harassment, workplace bullying and violence prevention and stress management. In-house training during the month of February will cover mass notifications via Everbridge. TC's, Jen P and Sarah J, will be attending an APCO CTO training course at WESCOM February 22<sup>nd</sup> and 23<sup>rd</sup>. Adam (supervisor) and Melissa (TC) are scheduled to attend the MABAS conference in Bloomington-Normal from February 23<sup>rd</sup>-25<sup>th</sup>. 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 1<sup>st</sup>. 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. We are working on a solution with language line that will allow three way calling on the seven digit lines. 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 and IDOT permits which have been resubmitted with changes. The Viper upgrade was completed on February 3<sup>rd</sup>. As of February 9<sup>th</sup>, all issues caused by the upgrade have been resolved. 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 30<sup>th</sup>, 2022. KenCom is the second County in the state to go live. 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 January 2022 represented 88% calls received. Text to 9-1-1 totals for the month of January 2022 were 1.

Closed Session Minutes but do not release – None

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

- Treasurer's Report – October 2021; November 2021; December 2021; January 2022
- October 28<sup>th</sup>, 2021 Executive Board Minutes
- Approval of Derek Hagerty as the primary member and Zach Morel as the alternate member for the Sandwich Fire Department on the KenCom Operations Board.
- Approval of Alex Marchawaka as the primary member for the Lisbon Seward Fire Department on the KenCom Operations Board.

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – None

Report of the Executive Board Chair – None

Report of the Operations Board Chair – None

Report of the Personnel Committee – None

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. The Fire agencies each had two portable radios and did heavy testing. All the portable radios have been ordered and are waiting on delivery.

Discussion of 2-1-1 – Witek stated Kendall County is now 211 incorporated and the initial Board has been picked. They have invited KenCom to send a representative to sit on that Board and would like to send Lynette Bergeron. Cornish made a motion to approve Lynette Bergeron to sit on the 211 Board for KenCom, seconded by Rennels. Discussion. All members present voting aye. Motion carried.

License Plate Reader – Discussed in staff report.

Other Old Business – None

Witek called for New Business:

Executive Board Closed Session Audio Destruction – None

NG9-1-1 Project – Bergeron presented a power point to the Board.

Executive Board Joint Meeting – Witek mentioned the joint Operations and Executive Board Meeting will be May 26<sup>th</sup> and will book a restaurant to host it.

988/CESSA Information – Bergeron presented a power point to the Board.

Other business from the floor – None

Closed Session – None

Action after Closed Session – None

The next scheduled Executive Board Meeting is Thursday, March 24<sup>th</sup>, 2022 at 5:30 p.m.

D. Nelson made a motion to adjourn the meeting, seconded by Cornish. All members present voted aye. Motion carried. The meeting adjourned at 6:06 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary