

**Minutes of the Executive Board Meeting  
Held Thursday, April 28<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	
Dick Kuhn	Oswego Fire District	X(5:33 pm)	
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: Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant.

Darald Nelson 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.

D. Nelson called for a motion to approve the agenda. Thompson made a motion to approve the agenda as written, seconded by Mulliner. Discussion. All members present voting aye. Motion carried

D. Nelson called for Public Comment –None

D. Nelson called for Correspondence – Stein stated there was a meeting with the State Administrator and an update in regards to the sweeping of the 9-1-1 funds. The State is intending to sweep five million of the 9-1-1 Surcharge Funds to begin the funding of 9-8-8. The State passed the budget with the sweep and the transfer is scheduled for July. Stein continued that a negative from the sweep is that 9-1-1 centers will potentially be penalized from Federal Grants. The State 9-1-1 Administrator is working with the federal agencies to determine how we will be impacted. There are current grants KenCom is operating under for the NG9-1-1 project. Discussion ensued.

Dick Kuhn joined the meeting at 5:33 p.m.

Staff Report – Stein gave a Personnel Report as follows: Gina Belmont is wrapping up fire dispatch training and will be advancing to the shadow phase of training next week. Jenna Brown is in Phase 1 of the training program. Training as follows: In- House training during the month of March covered Severe Weather Policy and Procedures. TC's 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>. Online fire extinguisher training through

Safety Source will be completed by the end of April. Training on Flock software will begin this week for end users. 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 discontinued this practice effective March 16<sup>th</sup>. Staff would like to thank our agencies for thinking of us during Telecommunicator Week, April 10<sup>th</sup>-16<sup>th</sup> by providing us with meals, snacks, videos, mementos and more! 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 2021.1 SP3 was successful upgraded on Monday, February 14<sup>th</sup>, 2022. Very few issues were encountered during the upgrade and all issues related to the upgrade have been resolved. The fire portable radios have been received and ABeep will start programming each of the radios. The License Plate Reader Committee has completed the public relations statement, system monitoring and audit protocols, and protocols on moving cameras. The IGA has been finalized and will be presented tonight for approval. IDOT has issued permits for all seven license plate reader cameras. Flock will install cameras mid to late April. The target go-live is May 1<sup>st</sup> with the Flock System. 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 March 2022 represented 86% calls received. Text to 9-1-1 totals for the month of March 2022 were 5.

Closed Session Minutes but do not release – None

Consent Agenda – D. Nelson 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 – February 2022; March 2022
- February 24<sup>th</sup>, 2022 Executive Board Minutes

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Nelson stated bills were paid and are on budget. KenCom is currently fully staffed.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – Stein stated the Board passed the License Plate Reader Policy and also a GIS Recommendation Policy. KenCom has been receiving many addresses that come over from GIS and various other municipal agencies asking for a recommendation changes in addresses that pose a public safety issue. It was decided that the Operations Board would make the recommendation to the Planning and Zoning and GIS Department and then it is up to them to make the notifications and process for getting the addresses changed. Discussion ensued.

Report of the Personnel Committee – L. Nelson stated they met but nothing to note.

Report of the Strategic Planning Committee – No meeting.

D. Nelson called for Old Business:

Development of Fire 3 Channel to be Digital – L Nelson stated the radios are in and being programmed.

Discussion of 2-1-1 – L Nelson stated they have had a meeting and have a contract with PATH in Bloomington to answer the calls. The 2-1-1 Board consists of each of the Mayors of the towns, County

Board members, himself and Grant Wagner which has been incorporated for a non for profit. 2-1-1 is expected to go live in June.

NG9-1-1 Project Updated – Updated in staff report.

988/CESSA Information – Stein stated 988 is currently up and running. There are currently six life line call centers in the state which will be promoting and doing a launch in July. Stein stated in regards to CESSA they had a meeting last week with several police and EMA agencies and some of the mental health services available to discuss and see where everyone was at and what direction they are headed. Southern Fox Valley, which is KenCom’s current EMS region through the Illinois Department of Public Health is not doing anything at this point. They are waiting for the state to appoint the State Wide Advisory Committee and the Committees for the local EMS Regions, none of that work has been done yet. Stein continued that the Association for Individual Development was also there and they are going to be part of the mobile response teams and are currently looking to hire fifteen more people (total of twenty- five) and will be starting a pilot program in June. Discussion ensued.

License Plate Reader IGA – Olson made a motion to approve the License Plate Reader Intergovernmental Agreement, seconded by L. Nelson. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Other Old Business – None

D.Nelson called for New Business:

Executive Board Closed Session Audio Destruction – None

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

Fiscal Year 2021 Audit – L. Nelson made a motion to approve the Fiscal Year 2021 Audit, seconded by Olson. Discussion. All members present voting aye. Motion carried.

Appointment of Auditing Official – L. Nelson stated the Whistle Blower Policy has gone through the Committees and KenCom’s Attorney, Grant Wagner has reviewed it. After the advice from KenCom’s attorney and discussion in the Committees it was voted on and moved forward to have the Executive Board Chairman as the Auditing Official. Funkhouser made a motion to approve the Whistle Blower Policy, seconded by L. Nelson. During discussion Funkhouser pointed out some recommendations he would like reviewed again by legal in the Whistle Blower Policy. Funkhouser will forward his recommendations discussed to the current Whistle Blower Policy presented to be reviewed by KenCom’s Attorney. Discussion continued. Funkhouser made a motion to amend the Whistle Blower Policy subject to legal review with the recommendations noted, seconded by L. Nelson. All members present voting aye. Motion carried. Final approval of the amended Whistle Blower Policy subject to legal review with the recommendations noted. All members present voting aye. Motion carried. L Nelson made a motion to appoint the Executive Board Chairman as the Auditing Official per the Whistle Blower Policy, seconded by Funkhouser. All members present voting aye. Motion carried.

Economic Interest Statement – Reminder to fill out the Economic Interest Statement that was sent my email and submit by May 2<sup>nd</sup>.

Executive/Operations Board Joint Meeting – D. Nelson stated the joint Executive/Operations Board meeting is scheduled for May 26<sup>th</sup> at 5:30 p.m. at Sunfield’s Restaurant in Yorkville.

Other business from the floor – None

Closed Session – None

Action after Closed Session – None

The next scheduled Executive Board Meeting is Thursday, May 26<sup>th</sup>, 2022 at 5:30 p.m.  
Thompson made a motion to adjourn the meeting, seconded by Olson. All members present voted aye.  
Motion carried. The meeting adjourned at 6:24 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary