

**Minutes of the KenCom Operations Board Meeting  
Held, Tuesday, September 14<sup>th</sup>, 2022  
2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Liz Palko	MPD	X	
Bobby Richardson	KCSO	X	
Tim Fairfield	BKFD		X
Jonathan Whowell	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	Village of Newark	X	
Jeff Mathre	NFD		X
Dave Jordan	LRFFD		X
Alex Marchewka	LSFD		X
Derek Hagerty	SFD		X
Kevin Norwood	OPD	X	
Tom Meyers	MFD		X
	ATFD		X

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

Josh Flanders called the meeting to order and requested a roll call of the membership. Seven of the fourteen members were present which resulted in not having a majority of a quorum for voting purposes.

Flanders called for approval of the agenda. Mikolasek made a motion to approve the agenda as submitted, seconded by Norwood. Discussion. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated they received the demand to bargain letter from the Union.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom is currently down one position. Applicant speed interviews and typing tests were conducted the week of August 29<sup>th</sup>. Full interviews are scheduled for the week of September 19<sup>th</sup>. KenCom has one employee on FMLA. KenCom’s Lead Trainer stepped down from her position on August 24<sup>th</sup>. The vacancy will be posted this week. Training as follows: Supervisors provided one-on-one training for dispatch staff on MABS Special Teams. Information as follows: KenCom passed the LEADS Security Audit that was due on September 6<sup>th</sup>, 2022. Bergeron attended a press conference with the State Police and Grundy in regards to being the first 9-1-1 centers to go live with NG9-1-1 on August 23<sup>rd</sup>. Stein and Hurtig attended the Kendall County Mental Health Community Stakeholders meeting on August 23<sup>rd</sup>. Project Updates as follows: Fire agencies have received their portable radios. Camera poles for locations 3,4,5,9 and 10 have been installed. The Orchard and Jericho Rd camera has been installed and is now collecting data. The cameras in Plano and Newark needed to have their locations slightly adjusted and permits have been revised and sent to IDOT. Bergeron stated she is going to recommend to close the Bristol Kendall Fire Station 1 Backup Center. Grundy County is KenCom’s full backup center. There is not a phone system there and County IT is looking at any potential security issue and the equipment at Bristol Kendall is still connected to the network but not being updated. Bergeron stated it would not be worth the money to keep it open and they do not foresee themselves ever using the center. No objections heard to make the recommendation to close the Bristol Kendall Fire Station One Backup Center. Text to 9-1-1 totals for the month of August 2022 were 7.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Whowell made a motion, seconded by Richardson to approve the consent agenda, which includes approval of the August 2022 Treasurer’s Reports and the August 17<sup>th</sup>, 2022 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:  
Strategic Planning Committee – No Meeting

Finance Committee Report:

Operation Fund Bills – Norwood made a motion to approve the August 2022 Operation bills, in the amount of \$6,515.47, seconded by Mikolasek. During discussion it was noted that payroll was not included and will be added to the next bill list. A roll call was taken with all seven members present voting aye. Motion carried.

Surcharge Fund Bills – Fox made a motion to approve the August 2022 Surcharge bills, in the amount of \$32,932.88, seconded by Norwood. Discussion. A roll call was taken with all seven members present voting aye. Motion carried.

Anticipated Expenses – None.

Flanders called for Old Business:

988/Public Act 102-0580-CESSA – Bergeron stated they had a meeting yesterday and the Department of Mental Health gave an overview on what 988 is responsible for. Cindy Barbera-Brelle, the State 9-1-1 Administrator, gave an overview on what the 911 centers responsibilities are going to be. It was clarified that the Mobile Crisis Teams will not be dispatched by 911. If is a call that 911 feels should be transferred to 988, it is the responsibility of 988 to decide if a Mobile Crisis Team needs to be dispatched. Bergeron stated the EMS sub-committees have not been formed yet.

Flanders called for New Business:

Policy and Procedures – None

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

2023 Operations Board Meeting Schedule – Mikolasek made a motion to approve the 2023 Operations Board Meeting Schedule, seconded by Richardson. Discussion. All members present voting aye. Motion carried.

Other New Business – Bergeron stated she will be presenting the budgets to the Finance Committee tomorrow for the first time and will come to the Operations Board next month to review.

Norwood stated he would like to add 360 Hazardous Cleanup to the contact cards at KenCom for Crime Scene Cleanup companies.

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, October 19<sup>th</sup>, 2022 at 2:00 p.m. at Kendall County Public Safety Center, Lower Level Conference Room. Mikolasek made a motion to adjourn the meeting, seconded by Norwood. All members present voting aye. Meeting adjourned at 2:23 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary