

**Minutes of the Executive Board Meeting
Held Thursday, March 28th, 2019
5:30 p.m.**

Member	Agency	Present	Absent
Matt Prochaska	Kendall County Board		X
Dwight Baird	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	
Mike Veseling	Oswego Fire District	X	
Jim Horton	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X	
Greg Witek	Little Rock Fox Fire District	X	
Joel Frieders	City of Yorkville		X
Luis Perez	Village of Oswego		X
Scott Mulliner	City of Plano	X	

Others present were: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant.

Greg Witek called the meeting to order and requested a roll call of the membership. Eight 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, seconded by Mulliner. Discussion. All members present voting aye. Motion carried.

Witek called for Public Comment –None

Witek called for Correspondence – Bergeron read a thank you note received by KenCom from the Aurora 9-1-1 Dispatch Center thanking KenCom for their gracious thoughts. KenCom employees made donations and filled a basket for the Aurora Dispatch Center. Additionally, Chris Walat and Mike Hoffer made wooden flags for dispatch, fire and police.

Staff Report – Bergeron gave a report on Personnel as follows: Karla Maurer has retired from KenCom after 24 years of service. Staff held a retirement party on Thursday, February 7th to commemorate her 24 years of dedicated service to KenCom, first responders and to the public KenCom serves. Heather Gutierrez has stepped down from her position as shift supervisor and has resumed duties as a telecommunicator. KenCom has promoted Adam Votava to the vacant supervisor's position as of February 28th, 2019. KenCom is currently down one position and staff is in the process of conducting background checks. KenCom will be interviewing for the Assistant LEADS Coordinator position that was previously held by Supervisor Votava. Training as follows: KenCom dispatchers and supervisors attended a training session on January 24th given by the Kendall County States Attorney, Eric Weis, in regards to court testimony. In house training of Rapid SOS and Tyler New World CAD took place after

the State's Attorney training. KenCom dispatchers and supervisors attended in house training on Monday, March 18th, 2019. Sarah Berry attended the CoRE Pipeline Training and Tabletop Exercise in Joliet on March 20th. Information as follows: Little Rock Fox along with Neely Zuhn and Alexandra Geltz received Cardiac Run of the Quarter Awards on Friday, December 28th. Alex's family was there to accept the award on her behalf. Oswego Fire District along with Mike Hoffer received Cardiac Run of the Quarter Award and was presented an award on Thursday, February 28th. Pierro Electric has installed the new diesel generator which has been on line since Friday, January 25th. Reminder to make sure that you complete the Economic Interest Statements, they are due back to the County Clerk's Office no later than May 1, 2019. IT is working on changing KenCom's web filter from Barracuda to Sophos. National Telecommunicator Week is April 14th-April 21st. The Annual Employee Appreciation Awards Dinner is Tuesday, April 16th at 6pm at Kennedy Pointe Restaurant. KenCom has 9 employees receiving service awards: Lynette Bergeron (20 years); Cheryl Gianfrancisco (15 years); Beverly Harmes (15 years); Heather Gutierrez (10 years); Sarah Berry (10 years); Jennifer Powell (10 years); Mindi Jahp (5 years); Neely Zuhn (5 years); Ashley Conrad (5 years). Dianne Vaillancourt has been nominated for TC of the Year for the Kendall County Chief's Association. CAD Project Updates as follows: On December 11th at 0600 hours the Tyler New World System went live. The servers came on-line as expected at 0600 hours and there was no downtime rendering us inoperable with the new system. Overall the go-live event was incredibly successful. We are still working on minor issues and tweaking of the software. Thank you to Plano PD, Oswego PD and KCSO for donating food and drinks on the go-live day. Thank you to Oswego FPD for making banners for KenCom to celebrate go-live. Thank you to each of the police agencies for sending a rep to KenCom on go-live day to help us work through any issues that came up. A special thank you to Tim Fairfield (BKFPD) and Josh Flanders (OFPD) for being present in KenCom throughout most of the week during go-live and helping us problem solve, enter data and for supporting our dispatchers at the fire desk. Staff is working closely with representatives of the police and fire agencies to determine best practices for workflows that changed as a result of the new software. Wireless 9-1-1 statistics for the month of February 2019 represented 86% of 9-1-1 calls received.

Closed Session Minutes but do not release – Baird made a motion to approve the October 25th, 2018 closed session minutes but do not release, seconded by L. Nelson. All members present voting aye. Motion carried.

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

- November 29th, 2018 Executive Board Minutes
- Treasurer's Report – November 2018; December 2018; January 2019; February 2019
- Deputy Chief Behr Pfizenmaier to replace Terry Klingel as Yorkville Police Department's primary member on the KenCom Operations Board.

All members present voting aye. Motion carried.

Witek called for the Standing Committee Reports:

Report of Finance Committee – Nelson noted they are on budget. Bergeron stated the total amount that was spent for union negotiations was \$8,385.00.

Report of the Executive Board Chair – None

Report of the Operations Board Chair – No Report

Report of the Personnel Committee – No Report

Report of the Strategic Planning Committee – L. Nelson stated they are working on upgrading the radio system for the police to add Police 5 as a full transmit from all the tower locations. Also, the capability of

making Police 5 digital and encrypted when needed. The new system will be diversified to prevent interruption if one of the towers went down which will eliminate the single point of failure.

Witek called for the Special Committee Reports:
By-Laws Committee Report – No Report

Witek called for Old Business:

Village of Somonauk/Somonauk Fire Department – Nelson stated they have had successful tests and can now receive all the 9-1-1 calls for DeKalb County. Bergeron stated this is the first time in KenCom's history that KenCom can receive calls from DeKalb County and with the ANI and ALI information.

Grundy County 9-1-1 Backup/Microwave/Fiber Radio Expansion – Bergeron stated they are continuing to move forward with Grundy County with the backup. They have the NG9-1-1 grant to upgrade the viber phone systems for KenCom and Grundy County to become nodes off of each other. They are also looking at the microwave between KenCom and Grundy County. KenCom and Grundy County are each going to build and maintain half of the microwave which will connect at the Newark Tower.

NG9-1-1 Grant Phone Upgrade – Bergeron stated the call load study has been completed on the 9-1-1 trunks that come into KenCom. The two cellular trunks were moved into the four Geneva landline trunks during the study to make sure they had enough trunks. The two cellular trunks are now turned off and the four Geneva trunks and three Blue Island trunks all remain. This gives KenCom the ability to more accurately specify the percentage of the wireless calls received by KenCom. They are continuing to move forward with the grant. KenCom's sales representative from West, Bret Stillwagon, who has been working with them is no longer with the company and they will be meeting their new sales representative this coming Tuesday. West is working to present a final contract to bring back to the board for a vote. Nelson stated he asked West to provide either a state bid, a consortium or another county's bid on the Viper phone system, and advise the cost of the current Licenses that KenCom holds that will not need to be purchased. West Solutions came back to KenCom with a bid from Vermillion County and an out of state consortium. West is working on getting those two items to forward to KenCom's attorney for review.

Microwave Radio Expansion(Montgomery) – Nelson noted this is part of the expanding of the radio system of Police 5 and included in the proposal is extending receive points in Montgomery for both fire and police.

Collective Bargaining Final 4-Year Agreement – Baird made a motion to approve Collective Bargaining final 4-Year Agreement dated December 1, 2018 to November 30, 2022, seconded by Veseling. Discussion. A roll call was taken with eight members present voting aye. Motion carried. Witek noted over the past years the negotiations with the bargaining contract has gotten easier and that would be partially because of a new lawyer and a new representative on the bargaining side but a large part is due to the great job by management.

Other Old Business – None

Witek called for New Business:

Executive Board Closed Session Audio Destruction – None

Fiscal Year 2018 Audit – L. Nelson made a motion to approve the Fiscal Year 2018 Audit from February 21st, 2019, seconded by Thompson. Discussion. All members present voting aye. Motion carried.

ESO Interface/IGA – Veseling made a motion to approve the ESO Interface Intergovernmental Agreement

with a revised date of today and attorney review, seconded by Baird. Stein discussed contained in the packet is a contract from ESO which is an interface that will allow information to flow into the CAD system for the fire agencies. This is a cost sharing agreement similar to CAD and will be billed out by KenCom, but in the end the IGA makes KenCom whole. All members present voting aye. Motion carried.

Converting Police 5 or Police 7 to Tait Digital – Discussed in old business.

Grant Wegner as an additional KenCom Attorney – Baird made a motion to approve Mahoney, Silverman & Cross as an additional KenCom attorney for general KenCom business above and beyond labor, seconded by Veseling. L. Nelson stated we currently use Mahoney, Silverman & Cross for KenCom's labor attorney and would like to add Grant Wagner in the instance Dallas Ingemunson is not available. All members present voting aye. Motion carried.

IPFlex to Change from POTS Lines – D. Nelson made a motion to approve the IPFlex 3-year Agreement with AT&T and create the Intergovernmental Agreement, seconded by Thompson. Bergeron stated Grundy County and KenCom would like to move to a solution called IPFlex that will contain all the non-emergency seven digit lines that currently come into KenCom. Bergeron distributed a chart to review. To date each agency pays for their own seven digit lines. IPFlex will give the opportunity to have 20 concurrent calls going at the same time for a flat rate of \$748.44. Currently if KenCom had to be evacuated, all of those non-emergency lines would not carry over. AT&T has a system with IPFlex, which would be held by KenCom, that would allow all of those lines to be transferred in bulk to Grundy County in an emergency and vice versa if Grundy County had to evacuate. This is a great option and will save almost every agency money, some significant, or will be cost neutral. Bergeron stated in order for each agency to keep the same phone number, AT&T would need an LOA letter of agreement signed by the individual agency to port the numbers to KenCom with no objection. KenCom would become the billing agency and would pay IPFlex (AT&T) and will bill back each agency's share for KenCom to be revenue neutral. This has been approved and moved forward from the Operations Board and the Finance Committee. All members present voting aye. Motion carried

Text to 9-1-1 – Bergeron noted Nextgen911 is coming to allow text to 9-1-1. Bergeron stated they had a demo from West Safety Solutions, which is the viper system, on their text to 9-1-1 Solution and it is an integrated option. There was a second demo from Comtech. Comtech is a free solution for text to 9-1-1 and they did like the free solution better than the integrated solution. Discussion ensued.

Closed Session – Baird made a motion to move into closed session at 6:14 p.m. for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Section 2.06 5 ILCS 120/2(c)(1), seconded by Veseling. A roll call vote was taken with all eight members voting aye. Motion carried. Lynette Bergeron, Jennifer Stein and Bonnie Walters were excused from closed session.

Open session resumes at 6:22 p.m. The same members are present as before closed session.

Action After Closed Session – L Nelson made a motion to approve a stipend payout for the completion of the CAD project for the Director (Lynette Bergeron) in the amount of \$5,000 and the Assistant Director (Jennifer Stein) in the amount of \$4,300, seconded by Mulliner. A roll call was taken with all eight members present voting aye. Motion carried.

Other business from the floor – None

The next scheduled Executive Board Meeting is Thursday, April 25th, 2019 at 5:30 p.m.

Baird made a motion to adjourn the meeting, seconded by D. Nelson. All members present voted aye. Motion carried. The meeting was adjourned at 6:32 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary