

**Minutes of the Executive Board Meeting  
Held Thursday, October 27<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	
Scott Mulliner	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, Executive Assistant; Josh Flanders, Oswego Fire Department.

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

Witek called for a motion to approve the agenda with the amendment moving 10A and 10B after 13I. Mulliner made a motion to approve the amended agenda, seconded by D. Nelson. Discussion. All ten members present voting aye. Motion carried

Witek called for Public Comment – None

Witek called for Correspondence – Bergeron read a letter addressed to dispatch from a mother of a child that was in a bad accident a year ago, expressing her gratitude for everyone involved in helping her daughter that day.

Bergeron stated the check KenCom receives from the State of Illinois for approximately \$192,000 was returned to our bank. The routing number was smudged at the bottom of the check. We did receive a confirmation from the state and they are in the process of reissuing the check.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom is currently down one position. Applicant background checks are in the process of being completed. We are pleased to announce Sarah Jenkins has been selected as KenCom's Lead Trainer. Training as follows: KenCom's LEAD Trainer will complete one on one Flock training for all dispatchers. Management plus supervisor Gina Belmont, TC Sarah Jenkins, TC Jordan Mahara and IT Ryan Shain will be attending the IPSTA conference in Springfield from October 23<sup>rd</sup> through October 26<sup>th</sup>. Information as follows: On Monday, September 19<sup>th</sup>, KenCom experienced a 9-1-1 issue where KenCom's calls were being sent to Aurora Police Dispatch.

Staff was able to reroute KenCom's 9-1-1 calls to our seven digit non-emergency lines until AT&T could repair the issue, which was later Monday afternoon. Bergeron was advised a bad card was discovered at the Oakbrook central office which caused the issue that affected both KenCom's and Grundy's 9-11 calls. AT&T conducted a study of what occurred. After a web meeting on Friday, it was concluded by AT&T they did not know there were multi node telephone systems in the State of Illinois and are ordering new circuits for diversification to another central office in the event this were to happen again. During discussion Nelson stated he thinks it is important for AT&T to supply KenCom with network diagram and narrative with how it is going to work. Bergeron is going to reach out to AT&T and going forward everything will be in writing. Project Updates as follows: All fire agencies have their new portable radios. Cameras have been installed for locations 3,4,5,9 and 10. IDOT requested the permit applications be resubmitted, they were signed and sent to Flock. Discussion ensued. Text to 9-1-1 totals for the month of September 2022 were 6.

Closed Session Minutes but do not release – None

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

- Treasurer's Report – August 2022; September 2022
- August 25<sup>th</sup>, 2022 Executive Board Minutes

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Nelson stated that it was reported by County Boardman DeBolt that the County Board will give KenCom the land for a second tower if they have a diagram of the distance and space needed. They will then put in their master plan with the architect so it does not interfere with any future products that are coming.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – No Report

Report of the Personnel Committee – No Report.

Report of the Strategic Planning Committee – No Report.

Witek called for Old Business:

Development of Fire 3 Channel to be Digital – Bergeron stated there are certain calls that police will go over to Police 5 which is digital and encrypted. On those calls, the fire department will be toned on Fire 1 and asked to move to Fire 3 for all additional radio traffic which is digital and encrypted.

Discussion of 2-1-1 – L. Nelson stated they have received their funding. There is a contract with PATH in Bloomington and if calls are coming in from 211 they are currently taking them.

Whistle Blower Policy – No Report.

988/CESSA Information – Bergeron stated they continue to meet. The Advisory Board Committee has been formed but the Sub Committees for EMS are still in the process of being formed. Bergeron stated KenCom was approached by the Crisis Mobile Response Team, that is part of CESSA, who will take the place of police, fire and EMS in going to scenes when there is no violence occurring. These teams are concerned about their safety when they go out on calls. Bergeron reached out to the Princeton Police Chief, which has been running on this system since May 2020, for information to forward to the Crisis

Mobile Response Team for safety ideas. The Mobile Crisis Response Team that Princeton Police are dispatching for are using pucks that can alert 911 if a situation becomes dangerous. Bergeron will forward that information on

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

2023 Holiday Schedule – Funkhouser made a motion to approve the 2023 Holiday Schedule, seconded by Olson. Discussion. All ten members present voting aye. Motion carried.

2023 Executive Board Meeting Calendar – Bateman made a motion to approve the Executive Board Meeting Calendar, seconded by Peters. Discussion. All ten members present voting aye. Motion carried.

United City of Yorkville Tower IGA – L. Nelson made a motion to approve the United City of Yorkville Tower IGA to use KenCom’s Tower, seconded by Funkhouser. During discussion L. Nelson stated the City of Yorkville wants to get rid of the AT&T lines and use a microwave system to connect to KenCom’s Tower, which will give them a direct connection to KenCom and Kendall County operations. There is no cost to the City of Yorkville to connect to KenCom’s Tower and KenCom has no costs associated with the project. All ten members present voting aye. Motion carried.

Transfer of \$100,000 from the ETSB General Fund to the Equipment Fund – D. Nelson made a motion to transfer \$100,000 from the ETSB General Fund to the Equipment Fund, seconded by L. Nelson. Discussion. All ten members present voting aye. Motion carried.

Transfer of \$100,000 from the ETSB General Fund to the Building Fund – D. Nelson made a motion to transfer \$100,000 from the ETSB General Fund to the Building Fund, seconded by Mulliner. All ten members present voting aye. Motion carried.

Fiscal Year 2023 Operations Budget – Bergeron reviewed the Fiscal Year 2023 draft Operations Budget. Discussion.

Fiscal Year 2023 Surcharge Budget – Bergeron reviewed the Fiscal Year 2023 draft Surcharge Budget. Discussion.

Other Old Business – None

Witek called for New Business:

Executive Board Closed Session Audio Destruction – None

Other business from the floor – None

Closed Session – L. Nelson made a motion to move into closed session for the collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Section 2.06 5 ILCS 120/2(c)(2), seconded by Funkhouser. A roll call vote was taken with all ten members voting aye. Motion carried. Closed session began at 6:18 p.m.

Open session resumed at 6:31 p.m. All members are present as in before closed session.

Action After Closed Session – Olson made a motion to approve the Letter of Understanding between the employer and the union, seconded by Cornish. All ten members present voting aye. Motion carried.

The next scheduled Executive Board Meeting is Tuesday, November 29<sup>th</sup>, 2022 at 5:30 p.m at the Plano Police Department lower level training room. Funkhouser made a motion to adjourn the meeting, seconded by Olson. All ten members present voted aye. Motion carried. The meeting adjourned at 6:32 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary