

**Minutes of the Executive Board Meeting  
Held Thursday, May 23<sup>rd</sup>, 2019  
5:30 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
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; Terry Olson, Village of Oswego; Josh Flanders, Oswego Fire Department; Mike Peters, Kendall County Sheriff's Office; Tim Fairfield, Bristol Kendall Fire Department; Johnathan Whowell, Plano Police Department; Behr Pfizenmaier, Yorkville Police Department; Tim Wallace, Lisbon Seward Fire Department; James Jensen, Oswego Police Department; Kevin Norwood, Oswego Police Department; Jeff Burgner, Oswego Police Department.

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. Prochaska made a motion to approve the agenda, seconded by L. Nelson. Discussion. All members present voting aye. Motion carried.

Witek called for Public Comment –None

Witek called for Correspondence – None

Staff Report – One new employee started on May 6<sup>th</sup>, 2019 and is currently in Phase 1 of KenCom's training program. KenCom will be conducting new applicant testing in the near future. Sarah Berry has been assigned the new position of Lead Trainer. Training as follows: KenCom Supervisors and Administrators attended the Everbridge training on April 16<sup>th</sup>. Pamela Hurtig, Ashley Conrad and Sarah Jenkins attended an Active Shooter Response class provided by Power Phone and hosted by Grundy County PSAP on April 23<sup>rd</sup>. KenCom Supervisors and Administrators will be attending an Active Threat Integrated Response meeting on Wednesday, May 29<sup>th</sup> in Willmington. Information as follows: The 4<sup>th</sup> annual Employee Appreciation and Service awards dinner was held Tuesday, April 16<sup>th</sup> at Kennedy Pointe Restaurant. KenCom's Telecommunicator of the Year was Cheryl Gianfrancisco. Thank you to

all the agencies and individuals that recognized TC week for our staff – Kendall County Sheriff’s Office; Kendall County Probation; Oswego Police Department; Little Rock Fox Fire District; Oswego Fire District; Mark Bunting (Kendall County Sheriff’s Office). Dianne Vaillancourt received the Kendall County Chief’s Association and the Oswego Optimist Club Telecommunicator of the Year award. Dianne was presented a plaque at the Respect for Law Banquet held on Friday, May 3<sup>rd</sup> at the Whitetail Ridge Golf Course. Stein and Bergeron met with Illinois State Police in reference to radio interoperability with ISP. A Memorandum of Understanding will need to be signed by both agencies to install patches on the radio consoles in order to patch together ISP and KenCom agencies. Stein and Bergeron attended an Interoperable Communications meeting that was held at the Aurora Police Department on April 30<sup>th</sup> to begin discussions on resources that are available when there is a large incident and agencies need to be able to communicate with each other. Stein presented information on KenCom at the Oswego Police Citizen’s Academy Class on May 1, 2019. Jaymee Goodspeed attended Camp 9-1-1 at the Newark Grade School and presented information on KenCom. KenCom Administrators will be attending a training/demo of the new Tyler Munis software the County has purchased for account payables and receivables on Wednesday, May 15<sup>th</sup>. Jennette Welter-Fichtel and Johnathan Oelschlager attended a regional GIS meeting held at Elgin Police Department May 13<sup>th</sup>. Stein and Bergeron will be attending a newly formed Crisis Intervention Team meeting, created by the Oswego Police Department on Tuesday, May 28<sup>th</sup>. CAD Project Updates as follows: The Police User Group met on March 21<sup>st</sup> and April 11<sup>th</sup> and created a list of call types that will be considered for Officer Initiated Activity. GIS is currently working on KenCom’s PSAP boundaries for submission to the State for NG911. Bi-weekly maintenance status calls with Kim Knutsen (Tyler C-SAM) and Angi Ostrom (Tyler Client Executive) are scheduled for 9am every other Tuesday. Wireless 9-1-1 statistics for the month of April 2019 represented 87% of 9-1-1 calls received.

Witek noted that Terry Olsen from the Village of Oswego is the new alternate member for the Executive Board.

Closed Session Minutes but do not release – None

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

- April 25<sup>th</sup>, 2019 Executive Board Minutes
- Treasurer’s Report – April 2019
- Dave Jordan to replace Jeff Spang from Little Rock Fox Fire Department as the primary member on the Operations Board.

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Nelson noted the NG9-1-1 Grant from the state 9-1-1 administrators has been extended from July 1<sup>st</sup>, 2019 to June 30, 2020 which is the upgrade to the Viper Phone System for both KenCom and Grundy County.

Nelson stated KenCom is on budget at this point in the year.

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 – None

Witek called for Old Business:

Somonauk Police/Fire – Nelson stated they have successfully connected to the selective router in DeKalb County and KenCom is a PSAP of that router. This allows KenCom to receive all ANI and ALI information for both landlines and cellular and test calls for both have been completed. Somonauk has been notified that KenCom is ready to go with the dispatch agreement.

Grundy 9-1-1 Backup/Microwave/Fiber Radio Expansion – Nelson stated KenCom and Grundy County have agreed to each build half of the system and each will maintain their own portion. They met with the vendors about building the link from the KenCom PSAP out to the Newark Tower.

Baird relayed that the Chief from Minooka requested information on when KenCom sets off their tornado sirens. Bergeron referred him to speak to Joe Gillespie who is the EMA Director. Discussion ensued.

NG 9-1-1 Grant Phone Upgrade – Discussed in the Finance Committee Report.

Microwave Radio Expansion – Montgomery – Nelson stated the first part was that the Montgomery Police did get mobiles in all their cars. The rest of the expansion will happen with additional receive sites as they find the right tower sites.

Upgrading Police 5 and/or 7 – Nelson stated they met with A Beep about the build out of police 5 and 7. There are questions about the digital and encryption and how exactly they want it to work with the amount of possibilities they have.

Text to 9-1-1 Discussion – No Report

Other Old Business – None

Witek called for New Business:

Executive Board Closed Session Audio Destruction – L. Nelson made a motion to approve the November 2<sup>nd</sup>, 2017 Executive Board Closed Session audio destruction, seconded by Prochaska. All members present voting aye. Motion carried.

Net Motion License Maintenance Reimbursement – No Report

Other business from the floor – Bergeron reviewed KenCom's 2018 Annual Report. After discussion, Witek noted that a power point will never portray the thousands of man hours that went into some of the projects throughout the year and they would not have been completed without the hard work of the Director and Assistant Director. They overcame many challenges through the projects and made them successful, on schedule and on budget. Witek also mentioned in the power point was the Rush Copley Cardiac Run of the Quarter and Run of the Year that KenCom received and is up against some large agencies to win those awards. For KenCom dispatchers to get both Run of the Quarter and Run of the year is a huge accomplishment. Perez recommended in future reports Bergeron should include any explainable abnormalities with notations in the report to give more details.

Closed Session – None

The next scheduled Executive Board Meeting is Thursday, June 27<sup>th</sup>, 2019 at 5:30 p.m.

D. Nelson made a motion to adjourn the meeting, seconded by Perez. All members present voted aye. Motion carried. The meeting was adjourned at 6:16 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird  
Secretary