

**KenCom Finance Committee Meeting Minutes**  
**Held March 21<sup>st</sup>, 2019**  
**9:03 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Matt Prochaska	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Janet Goehst	City of Plano	X(9:44 am)	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X(9:06 am)	

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

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with four of the six members present which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Baird made a motion to approve the agenda as submitted, seconded by Prochaska. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – None

Staff Report – Bergeron gave a report on Personnel as follows: KenCom has promoted Adam Votava to the vacant supervisor’s position as of February 28<sup>th</sup>, 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 in house training on Monday, March 18<sup>th</sup>, 2019. Sarah Berry will be attending the CoRE Pipeline Training and Tabletop Exercise in Joliet on March 20<sup>th</sup>. Information as follows: 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 14<sup>th</sup>-April 21<sup>st</sup>. The Annual Employee Appreciation Awards Dinner is Tuesday, April 16<sup>th</sup> 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: Tyler New World Decision Support (DDS) Training was held for the fire agencies and KenCom March 5<sup>th</sup> and 6<sup>th</sup> and for the police agencies and corrections on March 7<sup>th</sup> and 8<sup>th</sup>. The Everbridge Training is scheduled for April 16<sup>th</sup> and 17<sup>th</sup> from 8-4 at the Plano Police Department. Bergeron will be on vacation April 1<sup>st</sup>-5<sup>th</sup>. Wireless 9-1-1 statistics for the month of February 2019 represented 86% of 9-1-1 calls received. Bergeron stated due to the 9-1-1 call study that was done, the two wireless trunks are being disconnected and rerouted to the seven remaining wireline trunks. This is based on the recommendation from the P.01 study to keep the four Geneva and three Blue Island trunks. Nelson mentioned there are also two Frontier lines coming from DeKalb County which

results in the ability to receive all the information when the Sandwich Police Department 9-1-1 phone calls are transferred from DeKalb County. Discussion ensued.

Jeff Burgner joined the meeting at 9:06 a.m.

Closed Session Meeting Minutes – Witek made a motion to approve the January 17<sup>th</sup>, 2019 closed session meeting minutes, seconded by Burgner. All members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Burgner to approve the consent agenda which includes approval of the February 2019 Treasurer’s Report, and February 21<sup>st</sup>, 2019 Finance Committee Meeting Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:  
Personnel Committee Report – No Report

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Bergeron stated there was great discussion on the Criminal Sexual Assault policy and will be brought back next month after some changes are made.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the March 2019 Operation Bills in the amount of \$195,600.64, seconded by Prochaska. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the March 2019 Surcharge Bills in the amount of \$18,248.30 seconded by Prochaska. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses as follows: Tyler New World servers require Microsoft Office and KenCom is in need of two additional Microsoft Office Professional Plus 2016 licenses for an amount not to exceed \$700.00. Baird made a motion to approve the anticipated expenses for the additional Microsoft Office Professional Plus 2016 licenses for an amount not to exceed \$700.00, seconded by Prochaska. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Nelson called for Old Business:

Somonauk Police/Somonauk Fire – Nelson stated the line from Frontier is installed and KenCom is receiving 9-1-1 calls directly from DeKalb County. Nelson noted the next step is to reach out to the Village of Somonauk about activating the dispatch agreement with KenCom. Witek mentioned this is great news for the residents of Somonauk and Sandwich for KenCom to be able to receive the 9-1-1 calls and location information directly from DeKalb County. Discussion ensued.

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Nelson stated they have had meetings with Grundy County. KenCom and Grundy County are each going to build and maintain half of the microwave which will have a connection at the Newark Tower. There has been an agreement between KenCom and Grundy County to create an Intergovernmental Agreement to cover the microwave system.

Microwave Radio/Radio Reception (Montgomery) /Converting Police 5 or Police 7 – Stein noted they have a meeting with A Beep today and will bring back to the Strategic Planning Committee.

Collective Bargaining Agreement – Bergeron will be emailing the Executive Board members the Collective Bargaining Contract along with the bullet points of the changes of the tentative agreement. They will have a signed copy by the union before the Executive Board meeting.

Janet Goehst joined the meeting at 9:44 a.m.

NG9-1-1 Grant Phone Upgrade – Bergeron stated now that the 30-day call load study is completed and they know how many 9-1-1 circuits they will have; they are ready to move forward with Grundy County. They had a demo from West Safety Solutions on their text to 9-1-1 solution and also had a 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 one. The Comtech product is web based and keeps history of the texting for FOIA purposes. It also has the capability to run reports. Bergeron stated they will more than likely be bringing forward at next month's meeting to move forward with text to 9-1-1. Nelson stated when they met with Grundy County they had a concern they brought forward to West about moving forward without an open bid. Nelson stated he asked West to provide either a state bid, a consortium or another county's bid that was for the new technology and they are being charged for the license West Solutions came back to KenCom with a bid from Vermillion County and an out of state consortium. KenCom's sales representative from West, Bret Stillwagon, who has been working with them to get this information is no longer with the company so they are working on getting those two items to forward to KenCom's attorney. Bergeron noted they are not looking at completing the project until closer to the end of the year.

IPFlex to Change from POTS Lines – Nelson stated they have many non-emergency lines coming into KenCom for agencies that they serve. 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, to 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. Currently each agency pays for their own phone line and with the IPFlex, KenCom will be billed and in return bill out each agency. Bergeron reviewed a chart of the fees to the agencies in order to go forward with IPFlex, for a total amount of \$748.44. The fees for this service will save some agencies money or will be cost neutral and KenCom will be revenue neutral. Nelson stated once KenCom takes on IPFlex each agency will be billed out quarterly for their share. Bergeron stated in order for each agency to keep the same phone number, AT&T would need an LOA letter of agency signed by the individual agency to port the numbers to KenCom with no objection. Witek made a motion approve and move forward to the Executive Board the authority of the Director to sign the IPFlex 3-year Agreement with AT&T, seconded by Prochaska. Discussion ensued. All members present voting aye. Motion carried.

Any other Old Business – Nelson stated when the budget was approved it was the intent to be on the new Viper Phone System by June 30<sup>th</sup>, 2019. It was not budgeted for the full amount to continue the maintenance on the current Viper Phone system until the end of the year. The current budget has \$18,000 for maintenance for the partial year and now need to maintain until the end of the year. The maintenance for the whole year is \$30,555, which is a \$12,555 difference and will come from the capital equipment as part of the Viper Phone System project.

Nelson called for New Business:

Any Other New Business – Baird made a motion once the Collective Bargaining Agreement is ratified that the non-union personnel raises would go to the Executive Board for consideration and the one-time project bonus payout, seconded by Burgner. Discussion. All members present voting aye. Motion carried.

Closed Session – None

Action After Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday April 18<sup>th</sup>, 2019 at the Public Safety Center - 9:00 a.m. Prochaska made a motion to adjourn the meeting, seconded by Burgner. All members present voting aye. Meeting adjourned at 10:11 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary