

KenCom Finance Committee Meeting Minutes
Held December 15th, 2022
9:00 a.m.
Kendall County Public Safety Center
1102 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Greg Witek	LRFFD	X(9:13)	
Brian DeBolt	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Zoila Gomez	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD		X
James Jensen	Yorkville PD		X

Others present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, Operations Manager; Bonnie Walters, KenCom 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 seven members present, which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. DeBolt made a motion to approve the agenda as submitted, seconded by Gomez. Discussion. All four members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – None

Greg Witek joined the meeting at 9:13 a.m.

Staff Report: Bergeron gave a Personnel Report as follows: KenCom is currently down one position. Mindi Jahp has resigned after twenty-five years of service and her last day is December 23rd. Training as follows: KenCom’s Lead Trainer is going to complete one on one Flock training for all dispatchers. KenCom is in the process of completing the annual anti-harassment, fire extinguisher training, and cyber security in December using the new Alliant training portal. Two telecommunicators will be selected to go to the Illinois MABAS dispatcher summit in Bloomington from February 22nd – 24th. Information as follows: Montgomery Fire was intermittently not receiving fire tones. An adjustment was made to the decibel output from the consoles which has solved the issues. There was an issue last Friday with P1, P3, P7, and F1 after some work was done and the issue had been resolved within a couple of hours. The Everbridge notification group for fire worked very well to inform them it was down. Discussion ensued. The emergency button on the fire portable radios does not interact with the console correctly; dispatch receives a visible alert of an activation but it should be an audible alert. A Beep is doing a comparison of police and fire portables to try and identify the issue, as the police portable radios do work. Bergeron approved for the installation of the license plate reader cameras in Newark and Plano at the beginning of November. The poles have been installed at both locations so the cameras should be put up shortly. KenCom is moving forward with digitizing all the LEADS records to increase the available storage space in the center. They have researched a software product called UNDELETE which will allow them to recover deleted files from network folders. Today, if you accidentally delete a file from a network folder such as a dispatcher drive or procedures drive, you first must be aware that it was deleted then request to recover them without involvement from IT. With UNDELETE, we will be able to see all files that have been deleted and recover them without involvement from IT. The UNDELETE software is at a cost of \$200 annually which will allow staff to go into any folder daily to see if anything was accidentally deleted. After discussion, there was a consensus by the Finance Committee to purchase the UNDELETE software. The next CAD upgrade to version 2022.2 SP1 is scheduled as followed: test environment on 2/9/23 and production

environment on 4/12/23. Exagrid is moving forward and IT has been working on the build and set-up of this new tiered storage solution that will help protect our data in the event of a Cyber Security attack. A base recovery file of all KenCom's data, which includes CAD, FRMS, and LERMS will be available on Exagrid by the end of the week. The CESSA committees met December 1st and 15th and are working on protocols to determine which mental health call should be dispatched vs. transferred to 9-8-8. Their next meeting is scheduled for December 29th. The anticipated go-live is July 1st, 2023. Text to 9-1-1 calls for the month of November were 2.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. DeBolt made a motion, seconded by Witek to approve the consent agenda, which includes approval of the November 2022 Treasurer's Reports for the Surcharge and Operating Funds and the November 17th, 2022 Finance Committee Minutes. All five members present voting aye. Motion carried.

Closed Session – None

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

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Bergeron stated they presented the PowerPhone information to the Operations Board and there was a unanimous vote to move forward with PowerPhone.

Finance Committee Report:

Approval of Bills:

Operation Bills – DeBolt made a motion to approve the December 2022 Operation Bills, in the amount of, \$270,634.07, seconded by Witek. 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 December 2022 Surcharge Bills, in the amount of, \$138,266.87, seconded by Witek. During discussion, Bergeron gave an update on the Surcharge Reimbursement being direct deposited. The state had the County's FEIN number on KenCom's Surcharge Budget instead of KenCom's FEIN number. Jill Ferko filled out the W-9 and sent it to the State to change and requested direct deposit moving forward. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Discussion of UHF Frequency for Oswego Township Road District – No Report.

211 Update – Nelson stated that Bergeron had been unanimously appointed Emergency Coordinator at the meeting. Nelson continued that they plan to launch 211 on February 1, 2023, and it is currently up and running in most of the County and are continuing testing.

Aurora Township Fire Portable Radio Purchase – No Report

AID Mobile Crisis Response Team Dispatch Proposal – Bergeron stated AID received the information they needed and requested for this item to be removed from the agenda.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

CAD Integrated EMD Software – Stein discussed a proposal for the EMD Software from PowerPhone, which is the software they would like to move forward with. She reviewed the questions that were asked at last month's meeting and

shared the answers she received. The proposal includes 12% for annual maintenance with a five-year lock until 2027 (waived the first year), an interface with New World, and an SQL server for a total amount of \$151,835. The current budget has \$175,000 set aside for this project. Witek made a motion to approve the PowerPhone EMD Software for an amount not to exceed \$151,835 with the additional wording discussed added to the contract and subject to attorney review, seconded by DeBolt. Discussion ensued. A roll call was taken with all five members present voting aye. Motion carried.

North Aurora Police Department – Nelson stated currently North Aurora Police is paying an annual fee for KenCom to hold their Records Management System with Tyler Technologies and it initially was only going to be for one year and has now been four years. North Aurora Police recently contacted KenCom and would like it to be permanent for KenCom to maintain their RMS which would require the current police agencies to discuss if they want to keep the current fee schedule and add North Aurora Police to that fee schedule. Discussion ensued on the terms of the new contract.

Discussion of UHF for Kendall County Forrest Preserve – Nelson would like to move forward to get the Kendall County Forrest Preserve a frequency and license on the UHF band for a talk-around. Nelson stated they would be operating with a repeater off KenCom's tower and the cost will be less than \$1,000 out of the surcharge budget to get the project completed. There will be a policy completed stating KenCom will not be monitoring the channels. Discussion ensued.

Other New Business – Bergeron stated she sent the letter to the Union for the GIS position and Mike Powell, FOP Representative, was out of town, so hopes to hear back soon.

Other Business – 988-CESSA – Bergeron stated they met on Tuesday and the sub-committees have been formed and started moving forward.

Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday, January 19th, 2022 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. DeBolt made a motion to adjourn the meeting, seconded by Witek. All members present voting aye. Motion carried. The meeting adjourned at 10:07 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary