

KenCom Finance Committee Meeting Minutes
Held July 18th, 2019
9:00 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD		X
Matt Prochaska	Kendall County Board Member	X	
Dwight Baird	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	X	

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, Assistant Director; Bonnie Walters, Executive Assistant; Matt Kinsey, Kendall County Technology.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with five 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 Burgner. Discussion. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – None

Staff Report –Bergeron gave a report as follows: Personnel as follows: KenCom’s trainee is currently in Phase I of KenCom’s training program and will be advancing to Phase II at the end of this month. Mike Hoffer has turned in his resignation effective Monday, July 29th, 2019. KenCom currently has one employee on extended FMLA leave. KenCom will be conducting new applicant testing in the near future. Training as follows: Bonnie Walters attended Munis training on June 25th, 27th and July 1st. Viper Phone System Customer Configuration Training is scheduled for August 6th and 7th. Information as follows: KenCom received the shipment of the new Viper Phone system on Tuesday, July 9th. Staff met with Word System and Grundy County to begin discussions on recording solutions for the back-up centers. KenCom will be hosting the Kendall County Youth Academy on July 24th. CAD project Updates as follows: 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) are scheduled for 9am every other Tuesday with the next meeting scheduled for July 30th at 10am. Bi-weekly status calls on the Viper upgrade will be held on Tuesdays at 9am beginning on July 23rd. Wireless 9-1-1 statistics for the month of June 2019 represented 91% of 9-1-1 calls received. Bergeron stated a policy was presented at the Operations Board meeting for officer-initiated calls. They will go live on August 1st, 2019 and the motion was to leave the policy in draft form to allow changes. There will be not be status checks on these calls and KenCom will not be involved in any way. The codes created for these calls are not used by KenCom to dispatch. Bergeron had requested audio from DeKalb County and noticed they were sending on seven digit lines instead of the 9-1-1 lines and have had discussions with DeKalb County on the transfer of the 9-1-1 calls. It is an intermittent problem and Bergeron received an email from Frontier stating they are looking at the 9-1-1 trunks and will report more once she gets more information. Bergeron noted Stein

set up a critical debriefing at Oswego Fire Station 1 on July 18th at 7:00 p.m., for the fatal structure fire which is available for dispatch and all responding agencies.

Closed Session Meeting Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Hausler made a motion, seconded by Prochaska to approve the consent agenda, which includes approval of the June 2019 Treasurer's Report, and the June 20th, 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 noted there was discussion on intermittent radio problems they were having. A Beep had been out to KenCom and the Montgomery Water Tower and thought they had located the source causing the problems. The fan had malfunctioned at the Montgomery Water Tower where the equipment was, causing high temperature alarms in the weatherproof cabinet. A Beep replaced the fan and oscillator in an attempt to fix the problems. The next morning a large incident occurred and the radio system was not working properly. Bergeron and Stein were notified immediately, along with A Beep, and headed to KenCom. A Beep replaced a reciter that went bad at the Montgomery site. The radio system was working properly before A Beep left and Bergeron has not received any radio issues since. Bergeron noted there was also discussion about the storms that hit all of Kendall County with torrential rains that effected multiple sites, but the system was never down. Once the rain passed, the sites were running normal again. Discussion ensued.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the July 2019 Operation Bills in the amount of \$229,598.13, seconded by Prochaska. Discussion ensued. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the July 2019 Surcharge Bills in the amount of \$365,155.56 seconded by Prochaska. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Somonauk Police/Fire – No Report

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Bergeron stated A Beep is giving Grundy County an estimate for their end and as soon as that is determined, they are moving forward.

Microwave Radio/Radio Reception (Montgomery) – No Report

Upgrading Police 5 and/or Police 7 – Bergeron noted A Beep is ready to move forward with a completion target date of December 1, 2019.

NG9-1-1 Grant Phone Upgrade – Report given in the staff report.

Kendall County Probations IGA for dispatching – Bergeron is going to reach out for a final CAD count.

IGA's to Cover the Adoption for IPFlex – Bergeron stated she received the IGA's back from KenCom's attorney and will be sending them out to each agency.

Any other Old Business – None

Nelson called for New Business:

Tyler Training Transfer for Salaries – Baird made a motion to transfer \$17,232.91 for the Tyler CAD Training for salaries from the Equipment Fund to the Operating Fund, seconded by Burgner. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Finance Committee Closed Session Audio Destruction – None

Discuss Email Accounts – Matt Kinsey from Kendall County Technology Services discussed the new email accounts to Microsoft Office 365 Cloud, that he will be asking the County in 2020 to start the migration. With the growth of the County, they have outgrown the previous email version. Kinsey noted if they decide to move to the cloud, they will be locked into a contract and the approximate cost per account would be \$96.00. Kinsey mentioned if KenCom would like to be its own separate entity with its own domain, now would be the time to do this. Lengthy discussion ensued on the cloud and the amenities included. Bergeron stated if they go with the \$96.00 solution, KenCom would need 29 email accounts with an annual amount of \$2,784.00 per year.

Any Other Business – Nelson mentioned that the new budget has been started and are breaking it down in sections with a new format to simplify.

Closed Session – None

Action After Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday August 15th, 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 9:58 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary