

**Minutes of the KenCom Operations Board Meeting  
Held, Thursday, February 20<sup>th</sup>, 2019  
2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Armando Sanders	MPD	X	
Mike Peters	KCSO	X	
Tim Fairfield	BKFD	X	
Johnathan Whowell	PPD	X	
Terry Klingel	YPD		X
Joe Severson	Village of Newark		X
Dave Kellogg	NFD		X
Jeff Spang	LRFFD	X	
Tim Wallace	LSFD	X	
Nathan King	SFD		X
James Jensen	OPD	X	
Thomas Meyers	MFD	X	
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Larry Nelson, Member-At-Large; Jennette Welter Fichtel, KenCom Supervisor.

Josh Flanders called the meeting to order and requested a roll call of the membership. Nine of the fourteen members were present which resulted in having a quorum for voting purposes.

Flanders called for approval of the agenda. Jensen made a motion to approve the agenda as submitted, seconded by Spang. Discussion. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron read a LEADS message that was sent from the Aurora Police Department extending their deep gratitude to all the surrounding agencies that went to assist them with their active shooter incident that occurred on Friday, February 16<sup>th</sup>. A fund has been started for the victims' families at the Aurora Police Department credit union.

Staff Report – Bergeron gave a report on Personnel as follows: Karla Maurer has retired from KenCom after 24 years of service. Staff held a retirement party on Thursday, February 7<sup>th</sup> to commemorate her 24 years of dedicated service to KenCom, first responders and to the public KenCom serves. KenCom is currently down one position and staff conducted interviews from our last applicant pool to fill the vacancy. Heather Gutierrez has stepped down from her position as shift supervisor and has resumed duties as a telecommunicator. Staff is in the process of selecting a new shift supervisor. Training as follows: KenCom dispatchers and supervisors attended a training session January 24<sup>th</sup> given by the Kendall County States Attorney, Eric Weis, in regards to court testimony. In house training of Rapid SOS and Tyler New World CAD took place after the State's Attorney training. Sarah Berry will be attending the CORE Pipeline Training and Tabletop Exercise in Joliet on March 20<sup>th</sup>. Information as follows: Oswego Fire District along with Mike Hoffer received Cardiac Run of the Quarter Award. Copley Hospital will be presenting the awards on Thursday, February 28<sup>th</sup> and providing a breakfast. Pierro Electric has installed the new diesel generator and has been on line since Friday, January 25<sup>th</sup>.

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. CAD Project Updates as follows: Tyler New World Fire Inspections Training follow-up was held on Friday, February 1, 2019 at the Oswego Fire Station One. Fire Inspections is now live and ready for use. Staff is working closely with representatives of the police and fire agencies to determine best practices for workflows that changed as a result of the new software. Wireless 9-1-1 statistics for the month of January 2019 represented 77% of 9-1-1 calls received.

Consent Agenda – Flanders called for approval of the consent agenda. Whowell made a motion, seconded by Fairfield to approve the consent agenda which includes approval of the January 2019 Treasurer's Report and the January 16<sup>th</sup>, 2019 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Finance Committee Report:

Operation Bills – Fairfield made a motion to approve the February 2019 bills for payment in the amount of \$189,298.70 seconded by Whowell. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Fairfield made a motion to approve the February 2019 bills for payment in the amount of \$51,193.06 seconded by Whowell. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

Tyler/New World Update – Stein stated there is DSS training the week of March 5<sup>th</sup>, 2019. Stein clarified there are three types of reports: web reports (simple reporting); DAM reports (data analysis mapping); DSS reports (allows more detailed reports).

Officer Self-Initiated Call – Bergeron stated officer self-initiated calls will be discussed at the next meeting of the police user group and a recommendation will be brought back to the board.

NG9-1-1 Grant Phone/9-1-1 Call Load Study – Bergeron stated the wireless lines are rerouting to the landlines for 30 days and they have a meeting on March 7<sup>th</sup> to discuss the study. There is also a meeting on March 12<sup>th</sup> with West Solutions and Grundy County to move forward on the order for the new phone system with the grant. Discussion ensued.

IPFlex to Change from POTS Lines – No Report

Any Other Old Business – Jensen mentioned their purchasing manager has sent an email to multiple police agencies about purchasing radios with the ability of encryption. Jensen wanted to make sure the radios they recently purchased have the ability of encryption. Bergeron noted it was confirmed with A Beep and the radios are capable. A license would have to be purchased for each radio to turn on the encryption. During discussion, Bergeron mentioned the Strategic Planning Committee met with A Beep and they gave a proposal to make police 5 as a digital channel with the ability of encryption. Sanders mentioned there has been some lag times from the initial call received to when they are dispatched with the new CAD. Stein noted they have put measures in place to alert based on priority and they have also done some filtering changes to try and prevent this from happening. Discussion ensued.

Flanders called for New Business:

Policy and Procedures – None

ESO Interface – Flanders stated the fire departments use ESO for their medical reporting software. The fire agencies have already paid for the Tyler interface to ESO and now ESO is charging to accept the data from the CAD. Flanders stated they would like to use the same cost sharing formula to split the cost between the fire departments and have KenCom be the record holder to bill each fire agency the same as with fire records. Meyers made a motion to move forward to the Finance Committee to sign the ESO contract with the same cost sharing as fire records with the exception of Lisbon Seward Fire, seconded by Fairfield. All members present voting aye. Motion carried.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, March 20<sup>th</sup>, 2019 at 2:00 p.m. Meyers made a motion to adjourn the meeting, seconded by Fairfield. All members present voting aye. Meeting adjourned at 2:33 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary