

KenCom Finance Committee Meeting Minutes
Held February 16th, 2023
9:00 a.m.
Kendall County Public Safety Center
1102 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Brian DeBolt	Kendall County Board Member	X(9:08)	
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; Pamela Hurtig, Assistant Director of Administration; Gina Belmont, Assistant Director of Operations; Bonnie Walters, KenCom Executive Assistant; Josh Flanders, Oswego Fire Department; Mike Rennels, City of Plano.

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

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

Public Comment – None

Nelson called for Correspondence – None

Staff Report: – Bergeron gave a Personnel Report as follows: Pamela Hurtig and Gina Belmont were promoted to Assistant Director. Sarah Jenkins was promoted to supervisor, filling the vacant position. KenCom is currently down three positions. One employee is on FMLA. KenCom is currently advertising for the open Telecommunicator positions. The deadline is February 22. Training as follows: Jenny Burkart and Brooke Gatto will be attending the Illinois MABAS Dispatcher Summit in Bloomington Normal from Feb 22nd through 24th. Sarah Jenkins provided one-on-one training to staff for the Flock software. Project updates as follows: New World test environment was upgraded on February 9th. All agencies should be testing the new version. The production environment is scheduled for April 12th, 2023. The Exagrid primary site is complete and backing up records. CESSA Protocols & Standards Committee and Regional Committees have been meeting. At the last CESSA meeting on February 6th the Standards and Protocols meeting did present their first draft of a matrix that dispatchers are going to use to help determine if they are sending a call to 9-8-8, dispatching police, or dispatching EMS. It consists of four tiers, three of the four would involve sending police and there was pushback by CESSA that they do not want police responding to three of the four tiers. They have to create training and curriculum for telecommunicators for all venues of the State of Illinois for response times. Miscellaneous as follow: Activation of the emergency alert button on the fire portable radios gives a visual indicator on the consoles but no audible alert, which is different from the police portable radios. A Beep, with the help of Oswego Fire, discovered a program setting that is preventing the activation of the audible alarm. More information to come on what the next steps will be for reprogramming the portable radios. Kendall County 2-1-1 officially launched on February 7th, 2024. Text to 9-1-1 totals for the month of January was 10.

Brian DeBolt joined the meeting at 9:08 a.m.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Jensen made a motion, seconded by Burgner to approve the consent agenda, which includes approval of the January 2023 Treasurer’s Reports for the Surcharge and Operating Funds and the January 19th, 2023 Finance Committee Minutes. All members present voting aye. Motion carried.

Closed Session – None

Nelson called for the Standing Committee Reports:
Personnel Committee Report – There is a meeting at 10 a.m

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Flanders stated with Keven Norwood’s pending retirement, Ray Mikolasek was nominated to take his Vice Chair spot.

Finance Committee Report:

Approval of Bills:

Operation Bills – Gomez made a motion to approve the February 2023 Operation Bills, in the amount of, \$157,539.94, seconded by Burgner. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the February 2023 Surcharge Bills, in the amount of, \$11,476.31, seconded by Burgner. During discussion, Nelson mentioned that Jennifer Stein will be coming to the Executive Board meeting next Thursday to be presented with her plaque. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses that are contained in the packet. Burgner made a motion to purchase Frontline QA/QI software cost for an amount not to exceed \$2,500.00 and to be taken out of the Surcharge Budget, seconded by Burgner. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for Old Business:

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

211 Update – Nelson stated they are up and running. They had a kickoff meeting, thank you to the Oswego Fire Department, last week and approximately seventy-eight stakeholders showed up. They are reaching out to the schools to have all children bring home a paper about 211 and also reaching out to clubs and organizations to inform them.

Aurora Township Fire Portable Radio Purchase – No Report

Any other Old Business – None

Nelson called for New Business:

Collective Bargaining Agreement – Bergeron stated they had three meetings and the union has already voted and accepted the new contract. The contract will be presented to the Executive Board next week for final approval. The total cost of attorney fees was \$611 because they did not have an attorney at the table and it went well. Jensen made a motion to approve the Collective Bargaining Agreement and move forward to the Executive Board, seconded by Baird. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Finance Committee Closed Session Audio Destruction – Jensen made a motion to destroy the closed session audio from July 15th, 2021, seconded by Debolt. All members present voting aye. Motion carried.

Discussion of UHF for Kendall County Forrest Preserve – Nelson stated they have found an unused UHF frequency. They have a UHF analog repeater and antenna not being used. Discussion ensued on the use of the radios on the frequency.

Other Business – 988-CESSA – Discussed in the staff report.

Closed Session – DeBolt made a motion to move into closed session at 9:36 a.m. for the appointment, employment, compensation, discipline, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, Section 2.06 5 ILCS 120/2(c)(1), seconded by Baird. A roll call vote was taken with all six members voting aye. Motion carried. Pamela Hurtig, Gina Belmont, and Bonnie Walters left for closed session.

Open session resumes at 10:10 a.m. The same members are present as before closed session with the exception of Jeff Burgner.

Action after Closed Session – Baird made a motion to approve non-union wage increase effective 12/1/22 as follows: Supervisors increase 10% above the highest Telecommunicator, Assistant Director increase 10% above Supervisors, Director they are getting comparisons, Executive Assistant is 4%, and Administrative Assistant is 6%, seconded by DeBolt. A roll call was taken with all five members present voting aye. Motion carried.

Nelson stated the next Finance Committee meeting is Thursday, March 16th, 2022 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Jensen made a motion to adjourn the meeting, seconded by Baird. All members present voting aye. Motion carried. The meeting adjourned at 10:11 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary