

**Minutes of the KenCom Operations Board Meeting**  
**Held, Thursday, October 16<sup>th</sup>, 2019**  
**2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders, Chairman	OFD	X	
Armando Sanders	MPD	X	
Mike Peters, Vice Chairman	KCSO	X	
Tim Fairfield	BKFD	X	
Norm Allison	PPD	X	
Behr Pfizenmaier	YPD	X	
Joe Severson	Village of Newark		X
Dave Kellogg	NFD		X
Dave Jordan	LRFFD		X
Tim Wallace	LSFD	X	
Nate King	SFD		X
Kevin Norwood	OPD	X	
Tom Meyers	MFD		X
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Jennette Welter-Fichtel, KenCom Supervisor; Bobby Richardson, Kendall County Sheriff's Office.

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

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

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Lynsey Ingram was released from KenCom's training program and has been operating independently since September 21<sup>st</sup>. KenCom currently has two employees on FMLA leave. Jaymee Goodspeed has been promoted to shift supervisor and will begin working in that capacity on November 17<sup>th</sup>. Amber Reyes has been hired to fill the part-time Administrative Assistant position with a start date of October 15<sup>th</sup>. KenCom is in the process of conducting background checks to fill the vacant telecommunicator positions. We anticipate a start date of November 4<sup>th</sup>. Training as follows: Pamela Hurtig and Jaymee Goodspeed will be attending "Positive Interactions with Difficult People" in DeKalb on October 22<sup>nd</sup> or 23<sup>rd</sup>. Jen Stein attended the Open Meetings Act Training presented by the Attorney General's Office on Thursday, September 19<sup>th</sup>. Jen Stein attended the Tyler New World 13 User Group in Elgin on Tuesday, October 8<sup>th</sup>. Lynette Bergeron, Jen Stein, Adam Votava (Supervisor), Dianne Vaillancourt (TC of the Year), Sarah Berry (Lead Trainer) and Ryan Shain will be attending APCO/NENA IPSTA Conference in Springfield Nov 3<sup>rd</sup>-6<sup>th</sup>. Bonnie Walters will be attending Tyler Munis Train-the Trainer training on November 7<sup>th</sup>-8<sup>th</sup>. Lynette Bergeron, Jen Stein and Bonnie Walters will be attending Tyler Munis end user training November 9<sup>th</sup>-11<sup>th</sup>. Information as follows: KenCom is continuing discussion with Kendall County GIS in reference to future,

ongoing GIS support. The next meeting is scheduled for October 24<sup>th</sup> at 9am. KenCom and Kendall County Court Services are in the process of finalizing an MOU for dispatch services. Court Services estimated annual CAD count is 700 annually. Staff met with Will and Grundy Counties on Wednesday, September 25<sup>th</sup> to discuss PSAP boundaries for submission to the State for NG911 GIS requirements. Jen Stein will do a presentation at the Montgomery PD Citizen's Police Academy on October 22<sup>nd</sup> at 7pm. Project Updates as follows: New World release 2019.1 was installed on the test environment on 9/27/19. The next Tyler checkpoint call with CSAM, Kim Knutsen, is scheduled for October 22<sup>nd</sup> at 10 am. The next status call on the Viper system upgrade is scheduled for Tuesday October 29<sup>th</sup> at 9am. Meetings are biweekly. The new version of the Tyler New World Webview was installed, however it is not functioning properly and Tyler is in the process of getting these issues corrected. The Power Phone Total Response demo for EMD software from September 30<sup>th</sup> has been rescheduled to Wednesday, October 23<sup>rd</sup> at 9am. Stein handed out information about the three demos. Wireless 9-1-1 statistics for the month of September 2019 represented 89% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Peters made a motion, seconded by Sanders to approve the consent agenda, which includes approval of the September 2019 Treasurer's Report and the September, 18<sup>th</sup>, 2019 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Strategic Planning Committee – Bergeron stated they met and there was discussion on the long-range capital projects.

Finance Committee Report:

Operation Bills – Fairfield made a motion to approve the October 2019 bills for payment in an amount of \$185,161.67 seconded by Allison. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Bills – Fairfield made a motion to approve the October 2019 bills for payment in an amount of \$67,095.29 seconded by Peters. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

NG 9-1-1 Grant Phone Upgrade – Bergeron stated they are in the process of building the microwave from KenCom to Grundy County; they have received the FCC license. The equipment has been ordered; Intrado will begin the installation on October 22<sup>nd</sup> and should be up and live by November 21<sup>st</sup> for the new Viper phone system.

Somonauk Police – No report.

Flanders called for New Business:

Policy and Procedures – None

Semi Annual Closed Session Review – Fairfield made a motion for the Closed Session Operations Board meeting minutes to remain closed, seconded by Peters. All members present voting aye. Motion carried.

2019/2020 Surcharge Budget – Bergeron reviewed the draft 2019/2020 Surcharge Budget. Discussion ensued.

2019/2020 Operations Budget – Bergeron reviewed the draft 2019/2020 Operations Budget. Discussion ensued.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, November 13<sup>th</sup>, 2019 at 2 p.m. at KenCom Public Safety Center, Lower Level. Fairfield made a motion to adjourn the meeting, seconded by Pfizenmaier. All members present voting aye. Meeting adjourned at 2:44 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary