

**KenCom Finance Committee Meeting Minutes**  
**Held March 16<sup>th</sup>, 2023**  
**9:00 a.m.**  
**Kendall County Public Safety Center**  
**1102 Cornell Lane, Yorkville**  
**Emergency Operations Center**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
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; Pamela Hurtig, Assistant Director of Administration; Gina Belmont, Assistant Director of Operations; Bonnie Walters, KenCom Executive Assistant; 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 all 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 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: The vacant Lead Trainer position has been filled by Bill Linder. KenCom is currently down three positions. One employee is on FMLA. KenCom is currently advertising for the open Telecommunicator positions. The deadline is March 17<sup>th</sup>. Training as follows: On March 8<sup>th</sup>, Lynsey Sobieraj and Jennifer Burkart attended the APCO Leadership Symposium for telecommunicators. On March 9<sup>th</sup>, Adam Votava and Sarah Jenkins attended the APCO Leadership Symposium for supervisors. On March 10<sup>th</sup>, Gina Belmont, Pamela Hurtig, and Lynette Bergeron attended the APCO Leadership Symposium for Management. In-House March skills training is Fire Dispatching. Project updates as follows: There was an issue discovered in the New World Upgrade to 2022.2 version software upgrade that was installed on the test environment, and there is a fix for the issue in version 2022.3. The test environment will have the 2022.3 version installed on April 7<sup>th</sup>, and the new date for the production upgrade has been moved to July 26<sup>th</sup>. The Exagrid primary site is complete and backing up records. The next step is to set up the backup system in Grundy and test the replication of data. CESSA Protocols & Standards Committee and Regional Committees have been meeting. Nothing new to report. KenCom is in the process of purchasing Frontline for our new QA (Quality Assurance) and DOR (Daily Observation Reports) Software. Miscellaneous as follow: Telecommunicator Week is April 9<sup>th</sup> – 15<sup>th</sup>. We are very proud of the awesome team of dispatchers we have here at KenCom, Happy TC week! More information to come on what the next steps will be for reprogramming the fire portable radios to repair the issue with the alert activation sounding in KenCom. Text to 9-1-1 totals for the month of February was 8. Bergeron stated management just came from an APCO/NENA Illinois Chapter meeting today in regards to the State of Illinois trying to redefine allowable expenses for Surcharge Funds. The first list of expenditures was done in 2019 and at that time the FCC had not come out with rules. Since then the FCC has come out with rules and the stance was that they want to stay with the rules the FCC has already made. They spoke to the State Advisory Board and they are still wanting to do some specific wording but they are against that.

Closed Session Minutes but do not release – Witek made a motion to approve and do not release the February 16<sup>th</sup>, 2023, seconded by DeBolt. A roll call was taken with all seven members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Gomez to approve the consent agenda, which includes approval of the February 2023 Treasurer’s Reports for the Surcharge and Operating Funds and the February 16<sup>th</sup>, 2023 Finance Committee Minutes. All 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 Ray Mikolasek from the Yorkville Police Department was voted to be the Vice Chairman with the retirement of Kevin Norwood.

Finance Committee Report:

Approval of Bills:

Operation Bills – DeBolt made a motion to approve the March 2023 Operation Bills, in the amount of, \$205,294.83, seconded by Witek. Discussion. A roll call vote was taken with all seven members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the March 2023 Surcharge Bills, in the amount of, \$94,441.83, seconded by Gomez. Discussion. A roll call was taken with all seven 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.

Discussion of UHF for Kendall County Forest Preserve – Nelson stated it is about completed.

211 Update – Nelson stated they are up and running. They had a kickoff meeting and are going around to build awareness.

Aurora Township Fire Portable Radio Purchase – No Report

Any other Old Business – None

Nelson called for New Business:

KenCom Audit – Witek made a motion to approve and move the 2022 Audit to the Executive Board, seconded by Burgner. Discussion. All members present voting aye. Motion carried.

Finance Committee Closed Session Audio Destruction – None

Second Tower Public Safety Building – Nelson stated he got the set of drawings for the current Public Safety Tower Building. The idea is to build a twin tower right next to the current one and the drawings will help to create a proposal for an Invitation to Bid. Funds are currently in the budget for the second tower. After discussion, there was a consensus to create a proposal and send out an Invitation to Bid after KenCom’s attorney approves it. Burgner asked where it stood to make Police 1 and 3 digital. Nelson stated the users of the system need to express their needs and bring them forward. Bergeron stated she is not against going digital but has some projects ahead that need to be completed first. Jensen mentioned tabling the topic and putting it on the Operations Board agenda at the end of the year to begin discussions. This process would involve all the police departments replacing their mobile radios in their squads. During discussion, Nelson asked the police agencies to reach out to all departments to do an inventory of how many more mobile radios each department still needs and the timeline to purchase them, in order to be ready to go digital.

Other Business – None

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday, April 20<sup>th</sup>, 2022 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Burgner made a motion to adjourn the meeting, seconded by Jensen. All members present voting aye. Motion carried. The meeting adjourned at 9:52 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary