

**KenCom Personnel Committee Meeting Minutes**  
**Held, February 16<sup>th</sup>, 2023**  
**10:13 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Larry Nelson	Member At Large	X	
Greg Witek	Little Rock Fox Fire Depart		X
Josh Flanders	Oswego Fire Depart	X	
James Jensen	Yorkville Police Depart	X	

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Assistant Director; Gina Belmont, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant.

Jensen called the meeting to order and requested a roll call of the membership. A roll call was taken with three of the four members present creating the necessary quorum for voting purposes.

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

Public Comments: None

Correspondence: None

Approval of Closed Session Minutes – Flanders made a motion to approve the January 19<sup>th</sup>, 2023 Closed Session Meeting Minutes but do not release them, seconded by Nelson. All members present voting aye. Motion carried.

Consent Agenda – Jensen asked for a motion to approve the Consent Agenda. Nelson made the motion, seconded by Flanders, to approve the Consent Agenda as follows: Approval of the January 19<sup>th</sup>, 2023 Personnel Committee Minutes. All members present voting aye. Motion carried.

Jensen called for Old Business:  
 Review of Employee Handbook – None

Other Old Business – None

Jensen called for New Business:  
 Staffing Updates – Bergeron stated they advertised for the open Telecommunicator’s positions and will be hiring five.

Staffing Concerns – None

Union Issues, Concerns – Bergeron stated the Union Contract was ratified by the Union and will go to the Executive Board next Thursday for approval.

Hiring – Updated in Staffing Updates.

Assistant Director’s Job Description – Flanders made a motion to approve the revised Assistant Director’s job description, seconded by Nelson. Discussion. All members present voting aye. Motion carried.

Closed Session Audio Destruction – Nelson made a motion to approve the destruction of the Personnel Committee, July 15, 2021, Closed Session Meeting Audio, seconded by Flanders. All members present voting aye. Motion carried.

Other Business from the Floor – None

Closed Session – None

Action after Closed Session – None

Jensen stated the next Personnel Committee is Thursday, March 14<sup>th</sup>, 2022 at 10:00 a.m. Flanders made a motion to adjourn the meeting, seconded by Nelson. All members present voted aye. The meeting adjourned at 10:20 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary