

**Minutes of the Executive Board Meeting
Held Thursday, July 27th, 2023
5:30 p.m.**

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board		X
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
James Bateman	Bristol Kendall Fire District		X
Darald Nelson	Village of Newark	X	
John Cornish	Oswego Fire District	X	
Scott Cryder	Lisbon Seward Fire District		X
Larry Nelson	Member at Large	X	
Greg Witek	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville	X	
Karin McCarthy-Lange	Village of Oswego	X	
Scott Mulliner	City of Plano	X	

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Assistant Director; Gina Belmont, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Ryan Shain, Kendall County IT; Josh Flanders, KenCom Operations Board Chairman.

Greg Witek called the meeting to order and requested a roll call of the membership. Nine of the twelve members were present which created a quorum present for voting purposes.

Witek called for a motion to approve the agenda. L. Nelson made a motion to approve the agenda, seconded by Funkhouser. Discussion. All members present voting aye. Motion carried

Witek called for Public Comment – None

Witek called for Correspondence – None

Consent Agenda – Witek called for approval of the consent agenda. Thompson made a motion, seconded by Peters to approve the consent agenda as follows:

- Treasurer's Report – May 2023; June 2023
- May 25th, 2023 Executive Board Minutes

All members present voting aye. Motion carried.

Witek called for New Business:

Emergency Purchase of UPS – Witek stated the UPS that controls the building failed and they are not able to find parts to fully bring it back up to spec due to its age. There is a concern if it breaks again, there will be even more challenges to get parts and there are concerns with IT about the possible damage that could occur to KenCom's equipment if a hard shutdown happens again. Witek continued, that there has been a lot of work between facilities, IT, KenCom, and the Finance Committee to research the best option for replacement. KenCom's attorney would like approval from the Executive Board for an Emergency

procurement to bypass having to bid out a new system. The bidding process can be lengthy and they need to move forward quickly on the replacement of the UPS. L. Nelson stated they currently have three bids and if ordered right away looking at a time frame from five to fifteen weeks for installation depending on what they go with. Funkhouser made a motion for an emergency purchase of a UPS system under section 9, Emergency Procurement provision of the Kendall County Procurement Ordinance, 21-05, at a cost not to exceed \$250,000 based on the following conditions:

A. On June 26th the existing UPS for KenCom, which has been in operation since 2003, failed, resulting in the following:

1. No 911 calls could be received;
2. KenCom was unable to dispatch phone calls to all fire, police, and ambulance for Kendall County
3. The following systems became inoperable:
 - a. CAD operations
 - b. Radio Operations in the KenCom Dispatch Center
 - c. Server, drivers, and digital equipment necessary to operate the KenCom Communication Center
 - d. Kendall County ESDA and the nuclear alert system, if failure were to occur at Dresden or LaSalle nuclear facilities
 - e. The wireless keyed locks for KenCom operations, Sheriff operations, and ESDA operations
 - f. The Sheriff's internal radio system for corrections.

4. The existing system has two master boards; the master board that failed was able to be replaced. It was discovered during the repair that the second master board cannot be programmed. If the second master board fails, the UPS system cannot be repaired.

5. While currently operating, the existing system is too old to source certified reliable parts.

B. It took approximately 45 minutes for temporary alternative power to be established. The temporary alternative power cannot be a permanent fix.

C. It is imperative that a new UPS system be obtained immediately to prevent or minimize serious disruption in critical KenCom services being provided to the area being served by KenCom.

D. The Emergency Procurement of a UPS system is being made with as much competition as is practicable. Based upon the ongoing price review of the UPS systems, provided by two separate vendors, and project expenses related to electricians, moving company, and possibly others, it is expected that the cost of installing a new UPS will not exceed \$250,000.

E. It is further expected that final numbers for this purchase will be completed within 7 days, seconded by Peters. During the discussion, L. Nelson stated they attended the County Finance meeting earlier and explained the situation, and the County Board concurred with moving forward with the purchase of the UPS not to exceed \$250,000. Matt Kellogg as the Kendall County Board Chairman has the authority to sign the Emergency Declaration along with Greg Witek as the KenCom Executive Board Chairman. It was discussed for KenCom to pay half of the UPS and the Kendall County Board to pay the remaining half, which both the KenCom Operations Board and the KenCom Finance Committee made a recommendation to the Executive Board. There was discussion by the County Board about how they would pay for their half in this fiscal year and Nelson stated he would bring to the Executive Board the option for KenCom to pay for it all now and the County Board reimburse KenCom within the next year. The Kendall County Board agreed and made a consensus to pay for half of the UPS and for Matt Kellogg to sign the Emergency Declaration. Witek amended the motion to include the expectation that the Kendall County Board will reimburse one-half the actual total cost of the UPS, seconded by Funkhouser. There was a roll call for the original motion with all nine members present voting aye. Motion carried. It was noted that all funds to purchase and install the UPS will come out of the Surcharge Budget. There was a second roll call for the amendment to the motion with all nine members present voting aye. Motion carried.

Closed Session – None

The next scheduled Executive Board Meeting is Thursday, August 24th, 2023 at 5:30 p.m. at the Plano Police Department lower-level training room. Peters made a motion to adjourn the meeting, seconded by Funkhouser. All ten members present voted aye. Motion carried. The meeting adjourned at 5:42 p.m.

The meeting was recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary