

**Minutes of the KenCom Operations Board Meeting**  
**Held, Tuesday, December 20<sup>th</sup>, 2023**  
**2:00 p.m.**  
**Oswego Fire Department, Training Room**  
**3511 Woolley Rd, Oswego IL 60543**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders	OFD	X	
Ismel Diaz	MPD		X
Bobby Richardson	KCSO		X
Scott McCarty	BKFD	X	
Gene Morton	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	Village of Newark	X	
Jeff Mathre	NFD		X
Derek Forseth	LRFFD		X
Patrick Pope	LSFD		X
Zach Morel	SFD		X
Chris Biggs	OPD	X	
Tom Meyers	MFD		X
	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Gina Belmont, KenCom Assistant Director of Operations; Bonnie Walters, KenCom Executive Assistant.

Josh Flanders called the meeting to order and requested a roll call of the membership. Six of the fourteen members were present, resulting in having a majority of a quorum for voting purposes.

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

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated Deputy Chief Chris Biggs sent a letter thanking KenCom and all the police agencies that helped, for the coordination to make it possible to have their annual meeting so all the employees could attend.

Staff Report – Bergeron gave a Personnel Report as follows: The three new hires are currently in phase one of the training program. KenCom is currently down one position; however, hiring three. Speed interviews were completed, typing tests, and four interviews. They have made two conditional offers of employment and getting ready to offer to a third which will put KenCom fully staffed. Training as follows: In-house training for the month of December will consist of our annual anti-harassment training. Bergeron and Belmont attended the APCO/NENA town hall meeting in Plainfield on December 12<sup>th</sup>. Administrative Rule 1326 rule changes were reviewed. Project Updates as follows: PowerPhone Total Response is in the final stages of completion. Training and go-live will be at the end of January. Dual Toshiba UPS were delivered and placed on November 14<sup>th</sup>. The electrician is in the process of wiring the new UPS systems and installing breakers/transformers. Toshiba Techs were on-site, programmed, and commissioned the UPS units on December 14<sup>th</sup>. Everything went well and our new UPS systems are running. A new cutover date has been planned for Wednesday, January 10<sup>th</sup>, beginning at 10:00 p.m. KenCom will be dispatching out of Grundy from 10:00 p.m. until 6:00 a.m. on January 10<sup>th</sup> while the work is being performed. The work is projected to take approximately two hours. During the two-hour time period, agencies will not be able to access KenCom’s network for MDTs, RMS systems, etc. Additionally, while KenCom’s main site is off line, KenCom will need to use the non-emergency page that will activate all fire agency tones for all calls of service. The police agencies will be going down to one police channel for at least the two hour down time. Last month Bergeron had an anticipated expense

for consolette radios for Grundy County. Richardson had asked why KenCom would not move the older consolette radios at KenCom to Grundy and put the new ones at KenCom. After a discussion with Grundy County, KenCom is not buying consolette's, but instead is buying dual radios for Grundy so KenCom can talk on our radio channels directly from Grundy County. CESSA meetings continue. KenCom has signed a contract with Sentinel Technologies, Inc. for Security Operations Services and Active Defense. The project will begin in the near future. Miscellaneous Information as follows: Cybersecurity & Infrastructure Security Agency (CISA) update. The State's Department of Innovation and Technology (IL DoIT) is offering free cyber risk assessments for all the PSAPS in Illinois. The service is provided by CrowdStrike Falcon Endpoint Detection & Response software. KC Technology Services will be scheduling an assessment for KenCom. The State of Illinois Text to 9-1-1 project. KenCom had our initial meeting to gather information to move forward with going live with receiving text to 9-1-1 via our Viper phone system. We are estimating a go-live date in late January 2024. Text to 9-1-1 totals for the month of November were 11.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Mikolasek made a motion, seconded by Fox to approve the consent agenda, which includes the following:

- Approval of the November 2023 Treasurer's Reports
- Approval of the November 15<sup>th</sup>, 2023 Operations Board Minutes.

All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Strategic Planning Committee – No Report

Finance Committee Report:

Operation Fund Bills – Mikolasek made a motion to approve the December 2023 Operation bills, in the amount of \$256,672.92, seconded by Biggs. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Surcharge Fund Bills – Mikolasek made a motion to approve the December 2023 Surcharge bills, in the amount of \$72,302.46, seconded by Biggs. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses contained in the packet. McCarty made a motion to approve the purchase of text to 9-1-1 Installation on Viper Phone System – Intrado Life and Safety Solutions in the amount of \$4,000, seconded by Fox. A roll call was taken with all six members present voting aye. Motion carried.

Flanders called for Old Business: Bergeron received an update from John Sullivan from ABeep for the police channel upgrade. Sullivan is in contact with Tate and they are ordering the equipment and hoping to be completed by the end of the first quarter of 2024. Discussion ensued.

Flanders called for New Business:

Closed Session Audio Destruction – None

Policy and Procedures – Mikolasek made a motion to approve the revised policies as follows: Training Program and Desk Reports, seconded by Biggs. All members present voting aye. Motion carried.

Other New Business – Bergeron stated VFIS is KenCom's Property and Liability Company. They came out and did an inspection of everything at KenCom and only had one finding, the chain link fence around the Tower is not grounded. Bergeron stated that would be a simple fix.

McCarty mentioned and discussion ensued in regards to CAD with fire records data transfer.

Other Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, January 17<sup>th</sup>, 2023; Oswego Fire Department, Training Room, 3511 Woolley Rd, Oswego at 2:00 p.m. Biggs made a motion to adjourn the meeting, seconded by Mikolasek. All members present voting aye. The meeting adjourned at 2:26 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary