

**KenCom Finance Committee Meeting Minutes**  
**Held December 21<sup>st</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
Mike Peters	KCSO	X	
Zoila Gomez	City of Plano	X	
Larry Nelson	Member At Large	X	
Jason Bastin	Oswego Fire	X	
James Jensen	Yorkville PD	X	

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

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with six of the seven members present, which resulted in having a quorum for voting purposes.

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

Public Comment – None

Nelson 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. CESSA meetings continue. Discussion ensued. 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. 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. We are estimating a go-live date in late January 2024. 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. Text to 9-1-1 totals for the month of November were 11.

Closed Session Minutes but do not release – None

Consent Agenda – Nelson called for approval of the consent agenda. Jensen made a motion, seconded by Witek to approve the consent agenda, which includes approval of the November 2023 Treasurer's Reports for the Surcharge and Operating Funds and the November 16<sup>th</sup>, 2023 Finance Committee Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:  
Personnel Committee Report – No Report.

Strategic Planning Committee Report – No Report.

Operations Board Report – Bergeron reported as follows: Two policies were approved; there were discussions about the changeover to Grundy County; McCarty mentioned and discussion ensued in regards to CAD with fire records data transfer.

Finance Committee Report:

Approval of Bills:

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

Surcharge Bills – Bastin made a motion to approve the December 2023 Surcharge Bills, in the amount of, \$72,302.46, seconded by Witek. 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. Jensen made a motion to approve the purchase of the Text to 9-1-1 Installation on Viper Phone System – Intrado Life and Safety Solutions not to exceed \$4,000, seconded by Bastin. Discussion. A roll call was taken with all six members present voting aye. Motion carried. Last month Bergeron had an anticipated expense for consolette radios for Grundy County. Bobby 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. KenCom make the initial purchase and Grundy will continue the maintenance. Nelson mentioned getting a Memorandum of Understanding once the purchase is made, that it is Grundy County's responsibility to maintain the radios. Discussion ensued. Bergeron will reach out to KenCom's attorney on how to word the Memorandum of Understanding or do an addendum to our current Memorandum of Understanding with Grundy County.

Nelson called for Old Business:

Discussion of UHF Frequency for Oswego Township Road District – No Report.

Discussion of UHF for Kendall County Forest Preserve – No Report.

Second Tower – Public Safety Center – No Report.

211 Update – They are continuously trying to get the word out to the public to call 211 if needed.

Investment for ETSB Funds – No Report.

UPS Update – In Staff Report.

Any other Old Business –

Nelson called for New Business:  
Finance Committee Closed Session Audio Destruction – None

Kendall County Probation Intergovernmental Agreement – Bergeron stated Probations reached out to herself and Nelson and are trying out a new software system that allows them to track on an app. Probations requested to get out of their contract for dispatching services, which in their current contract is a two-year opt-out to cancel services. After discussion, there was a consensus to move forward to the Executive Board to let Probation out of one year of their contract but to finish out the current budget year ending November 30, 2024.

Transfer \$550,000 from the ETSB General Fund to the Building Fund – Witek made a motion to transfer \$550,000 from the ETSB General Fund to the Building Fund, seconded by Bastin. All members present voting aye. Motion carried.

Transfer \$2,000,000 from the ETSB General Fund to the Equipment Fund – Witek made a motion to transfer \$2,000,000 from the ETSB General Fund to the Equipment Fund, seconded by Bastin. All members present voting aye. Motion carried.

Other New Business – Nelson stated KenCom has a tower in Lisbon Seward Township that we use as a receive site with a microwave dish pointing back at us and UHF and VHF antennas on it. The tower is owned by ABeep which has been on their tower since 2013 with only a verbal agreement. ABeep would like KenCom to sign an agreement and only charge KenCom \$10 to keep the receive site in their building. There was a consensus to have KenCom’s Attorney review the agreement and if no problems to move forward in signing.

Nelson mentioned getting the same type of agreement signed for the tower at WSPY Tower once this agreement is completed.

Other Business – None

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday, January 18<sup>th</sup>, 2024 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Gomez made a motion to adjourn the meeting, seconded by Jensen. All members present voting aye. Motion carried. The meeting adjourned at 9:55 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary