

**Minutes of the Executive Board Meeting
Held Thursday, March 28th, 2024
5:32 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	
Darin Peterson	Bristol Kendall Fire District	X	
Darald Nelson	Village of Newark	X	
Josh Flanders	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(5:46)	
Jennifer Jones Sinnott	Village of Oswego	X(5:51)	
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.

Greg Witek called the meeting to order at 5:32 p.m. and did a roll call with eight of the twelve members present, which resulted in having a quorum present to conduct a meeting.

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

Witek called for Public Comment – None

Witek called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Lynsey Sobieraj has resigned from KenCom. Two new hires did not make it through the training program. KenCom is currently down one position. We are in the hiring process for three positions, which include the plus two. The two trainees hired in November are in the final phase of the training program; while the two new hires hired in January are in phase one. Training as follows: In-House training for March is Fire Recommendations and Severe Weather. Heather Guitierrez and Jennifer Powell attended the telecommunicator Leadership Symposium on Wednesday, February 28th. Adam Votava, Sarah Jenkins, and Jenny Haske attended on Thursday, February 29th and Gina Belmont attended on Friday, February 29th. Project Updates as follows: CESSA meetings continue. Sentinel Technologies, Inc. for Security Operations Services and Active Defense. The contract has been signed, and the project is in progress. KenCom went live with PowerPhone on Thursday, February 15th, 2024. Miscellaneous Information as follows: National Telecommunicator Week is April 14-20. Economic Interest Statements will be emailed to everyone with a May 1st due date. KC Technology Services is still working on the free cyber risk assessment for KenCom under the state's Department of Innovation and Technology (ILDoIT) and CrowdStrike. Text to 9-1-1 is now integrated

with our Viper phone system. We went live on Thursday, March 14th. Intrado is in the process of investigating some issues that were discovered during go-live. Text to 9-1-1 totals for February were 15. Bergeron gave an update on bringing the police channels up to digital. Dave Gossage from ABeep stated he had all the equipment infrastructure and it is in the process of being configured in their shop. He estimates two weeks of shop configuration time and two additional weeks to deliver and install at the sites. Once everything has been installed and tested, at that time will be able to schedule and discuss the programming of the radios and switching to digital.

Approval of Closed Session Meeting Minutes - None

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

- Treasurer’s Report – October 2023; November 2023; December 2023; January 2024; February 2024.
- October 26, 2023 Executive Board Minutes
- Approval for Chief Jeremy Messersmith as the primary member and Asst. Chief Scott McCarty to become the alternate member on the KenCom Operations Board from the Bristol Kendall Fire Department.
- Approval for Sgt. Gene Morton to replace Chief Jonathan Whowell as the primary member on the KenCom Operations Board from the Plano Police Department.
- Approval for Asst. Chief Dan Schiradelly as the primary member and Battalion Chief Travis Martinez to become the alternate member on the KenCom Operations Board Oswego Fire Department.
- Approval for Jayson Darby as the alternate member on the KenCom Operations Board from the Sandwich Fire Department.

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – No Report.

Report of the Executive Board Chair – No Report.

Report of the Operations Board Chair – No Report.

Report of the Personnel Committee – No Report.

Report of the Strategic Planning Committee – No Report.

Witek called for Old Business:

Discussion of 2-1-1 – L. Nelson gave a brief update.

Whistle Blower Policy – Not completed.

UPS Update – Bergeron stated the project is complete and Kendall County has already reimbursed KenCom for their portion. Bergeron thanked the Oswego Fire Department for bringing over their diesel generators to keep critical servers up and running. Discussion ensued.

Other Old Business – None

Witek called for New Business:
Executive Board Closed Session Audio Destruction – None

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

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

Chris Funkhouser joined the meeting at 5:46 p.m.

Kendall County Probation Intergovernmental Agreement – L. Nelson stated they currently have a contract for dispatching with the Kendall County Probations with a two-year out. Kendall County Probations would like to get out of their contract and there was a recommendation to this Board to let them out with a one-year notice and finish out Fiscal Year 2024. Discussion ensued. L. Nelson made a motion to allow Kendall County Probations to end their contract on November 30, 2024, seconded by Flanders. Discussion. All members present voting aye. Motion carried.

Jennifer Jones Sinnott joined the meeting at 5:51 p.m.

Semi-Annual Closed Session Review – L. Nelson made a motion for the closed session meeting minutes to remain closed, seconded by D. Nelson. All members present voting aye. Motion carried.

Election of Officers – Witek announced that he is retiring from Little Rock Fox Fire Department at the end of April and in return can no longer be on the KenCom Executive Board. L. Nelson made a motion to nominate Josh Flanders as the Executive Board Chairman, seconded by Thompson. Discussion. All members present voting aye. Motion carried. Thompson made a motion to elect Josh Flanders as the Executive Board Chairman, seconded by D. Nelson. All members present voting aye. Motion carried. With the new election of Josh Flanders, he vacated the Treasurer's position. Thompson made a motion to nominate Larry Nelson as the Treasurer, seconded by Peters. Discussion. All members present voting aye. Motion carried. Thompson made a motion to elect Larry Nelson as the Treasurer, seconded by D. Nelson. All members present voting aye. Motion carried.

Witek mentioned how great it was to work with the KenCom staff and the entire board. L. Nelson stated it has been a real pleasure working with Witek and all that was accomplished throughout the years. Bergeron and Flanders presented a plaque to Witek thanking him for his years of service as the KenCom Executive Board Chairman. Bergeron thanked Witek for all he has done for KenCom and always being available, no matter what time, and he will be deeply missed.

Other business from the floor – Flanders mentioned the May meeting will be held at Sunfield's Restaurant in Yorkville as the annual joint Executive/Operations Board meeting.

Closed Session – None

The next scheduled Executive Board Meeting is Thursday, April 25th, 2024 at 5:30 p.m. at the Plano Police Department lower-level training room. Jones Sinnott made a motion to adjourn the meeting, seconded by D. Nelson. All ten members present voted aye. Motion carried. The meeting adjourned at 6:03 p.m.

The meeting was recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary