

Minutes of the KenCom Operations Board Meeting
Held, Wednesday, September 18th, 2024
2:00 p.m.
Yorkville Police Department
3rd Floor, East Conference Room, Rm 337
651 Prairie Pointe Dr. Yorkville, IL 60560

Member	Agency	Present	Absent
Dan Schiradelly	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 (2:12)	
Jeff Mathre	NFD		X
Derek Forseth	LRFFD	X	
Patrick Pope	LSFD		X
Derek Hagerty	SFD		X
Drew Santa	OPD	X	
Tom Meyers	MFD		X
	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Deputy Director; Bonnie Walters, KenCom Executive Assistant. .

Ray Mikolasek called the meeting to order and requested a roll call of the membership. Eight of the thirteen members were present, resulting in having a majority of a quorum for voting purposes.

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

Mikolasek called for Public Comment – None

Mikolasek called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: Ashley Tongate’s last day with KenCom will be this Friday, September 20th after being with KenCom for eleven years, and want to thank her for her dedication to KenCom. We have one TC beginning phase 2 of the training program. Hiring for five new employees, three vacancies, and the allotted plus two continues. Full interviews and additional typing test/speed interviews are scheduled this week. Interviews have been completed for the open position of Assistant Director. In-house training for September is LEADS refresher on orders of protection. Lynette Bergeron and Pamela Hurtig will attend the APCO/NENA virtual town hall meeting to discuss Part 1325 proposed rules change by the Illinois State Police on Friday, September 27th. Jennifer Haske and Madison Gunther will attend Plainfield’s Illinois APCO Fall Training Seminar “Defining the 9-1-1 Professional: The First Three Minutes” on September 20th, 2024. Bergeron, Hurtig, Jenkins, Gatto, and Mathre will attend the IPSTA Conference from October 20th through October 23rd in Springfield. Project Updates as follows: CESSA meetings have resumed. Bergeron has completed the new format and revisions for the KenCom Employee Handbook, and will continue to be discussed at the next Personnel Committee meeting. The PACE Scheduling software contract has been signed, and implementation will begin soon. Jenny Haske has been promoted as the new Assistant Director and the PACE scheduling will be her first project. Misc. Information as follows: Intrado has been working to resolve the outgoing text issue since the State of Illinois Text to 911 project went live in March. Intrado and KC IT believe they have discovered it is a firewall issue and will work on correcting it. Text to 9-1-1 totals for August was 11.

Closed Session Minutes but do not release – None

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

- Approval of the September 2024 Treasurer’s Reports
- Approval of the September 19th, 2024 Operations Board Minutes.

All members present voting aye. Motion carried.

Mikolasek called for the Standing Committee Reports:
Strategic Planning Committee – No Report

Finance Committee Report:

Operation Fund Bills – McCarty made a motion to approve the September 2024 Operation bills, in the amount of \$272,484.14, seconded by Schiradelly. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Surcharge Fund Bills – Schiradelly made a motion to approve the September 2024 Surcharge bills, in the amount of \$29,605.81 seconded by McCarty. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Anticipated Expenses – Bergeron mentioned the Assistant Director’s laptop was stolen in May and now that the position has been filled a new one needs to be ordered. The board made a consensus to purchase a new laptop for the assistant director's office.

Mikolasek called for Old Business: Mikolasek asked if there was any progress with A Beep and the fire radios. Bergeron stated they are being held up by Motorola, not A Beep, because the issue is with the radio console equipment. It took about a month to get Motorola out to look at the equipment and now waiting for a quote on the cost for an interface that needs to be used. Motorola responded that they hoped to get the quote back in October due to being backlogged with their projects. Discussion ensued.

Cliff Fox joined the meeting at 2:12 p.m.

Mikolasek called for New Business:
Closed Session Audio Destruction – None

Policy and Procedures – None

Operations Board Calendar 2025 – McCarty made a motion to approve the 2025 Operations Board Calendar, seconded by Forseth. Discussion. All members present voting aye. Motion carried.

MOU Encryption Key for the Kendall County EMA – Richardson made a motion to approve and move forward to the Executive Board, the MOU Encryption Key for the Kendall County EMA, seconded by Forseth. Discussion ensued. All members present voting aye. Motion carried.

Other New Business – Richardson asked if KenCom had the ability to terminate transmission to a radio. Bergeron stated no, it would have to be a trunked radio system for KenCom to have the capability and KenCom does not have that radio system.

Other Business –None

Closed Session – None

Action After Closed Session – None

Mikolasek stated the next Operations Board Meeting is Wednesday, October 16th, 2024; at Yorkville Police Department, 3rd Floor East Conference Room 337, 651 Prairie Pointe, Yorkville at 2:00 p.m. Fox made a motion to adjourn the meeting, seconded by McCarty. All members present voting aye. The meeting adjourned at 2:16 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary