

KenCom Finance Committee Meeting Minutes
Held September 19th, 2024
9:00 a.m.
Kendall County Public Safety Center
1102 Cornell Lane, Yorkville
Emergency Operations Center

Member	Agency	Present	Absent
Josh Flanders	Oswego Fire	X	
Brian DeBolt	Kendall County Board	X	
Dwight Baird	KCSO	X	
Zoila Gomez	City of Plano		X
Jason Bastin	Oswego Police	X	
Jim Jensen	Yorkville PD		X

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Deputy Director; Bonnie Walters, KenCom Executive Assistant; Scott McCarty, Bristol Kendall Fire Department.

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

Flanders called for a motion to approve the agenda. DeBolt made a motion to approve the agenda as written, seconded by McCarty. Discussion. All members present voting aye. Motion carried.

Public Comment – None

Flanders 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. 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. Bergeron gave an update on the fire radios and 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. Text to 9-1-1 totals for August was 11.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. DeBolt made a motion, seconded by Bastin to approve the consent agenda, which includes approval of the August 2024 Treasurer’s Reports for the Surcharge and Operating Funds and the August 15^h, 2024 Finance Committee Minutes. All members present voting aye. Motion carried.

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

Strategic Planning Committee Report – No Report.

Operations Board Report – Bergeron stated the meeting schedule was approved and moved forward, to the Executive Board, a Memorandum of Understanding with the Emergency Management Agency to add KenCom's encrypted channels to their radios.

Finance Committee Report:

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

Surcharge Fund Bills – DeBolt made a motion to approve the September 2024 Surcharge bills, in the amount of \$29,605.81 seconded by Baird. Discussion. A roll call was taken with all four 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.

Flanders called for Old Business:

Future KenCom Expansion – DeBolt gave a brief update.

Closed Session – DeBolt made a motion to go into closed session for 5 ILCS 120/2(c)(1), seconded by Baird. A roll call was taken with all four members present voting aye. Motion carried. Bonnie Walters left the room for closed session.

Open Session resumed at 9:37 a.m. and Bonnie Walters rejoined the meeting.

Action After Closed Session – None

Finance Committee Closed Session Audio Destruction – DeBolt made a motion to approve the audio destruction of the February 16, 2023 closed session meeting minutes, seconded by Bastin. All members present voting aye. Motion carried.

Fiscal Year 2025 Operations Budget – Bergeron reviewed the drafted Fiscal Year 2025 Operations Budget. Discussion ensued. Baird made a motion to approve the Fiscal Year 2025 Operations Budget, and move forward to the Executive Board, seconded by Bastin. All members present voting aye. Motion carried.

Fiscal Year 2025 Surcharge Budget – Bergeron reviewed the drafted Fiscal Year 2025 Surcharge Budget. Discussion ensued. Baird made a motion to approve the Fiscal Year 2025 Surcharge Budget, and move forward to the Executive Board, seconded by Bastin. All members present voting aye. Motion carried.

Finance Committee 2025 Meeting Calendar – DeBolt made a motion to approve the Finance Committee 2025 Meeting Calendar, seconded by Bastin. Discussion. All members present voting aye. Motion carried.

Minooka Tower ABeep Lease – Bergeron stated the Minooka Tower is ABeep's Tower. Bergeron received a phone call from Frank Anderson that the previous discussion with Larry Nelson was misunderstood. They are looking for a rental of \$410 per month to lease that tower and tower building. Discussion ensued.

Any other Old Business – None

Flanders called for New Business:

Finance Committee Closed Session Audio Destruction – None

Other New Business – None

Other Business – None

Closed Session – None

Action after Closed Session – None

Flanders stated the next Finance Committee meeting is Thursday, October 19th, 2024 at 9:00 a.m. at the Kendall County Public Safety Building, Lower Level Emergency Operations Center. Baird made a motion to adjourn the meeting, seconded by DeBolt. All members present voting aye. Motion carried. The meeting adjourned at 10:02 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary