

**Minutes of the Executive Board Meeting
Held Thursday, August 22nd, 2024
5:30 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	
Jeremy Messersmith	Bristol Kendall Fire District	X	
Darald Nelson	Village of Newark	X	
Josh Flanders	Oswego Fire District	X	
Scott Cryder	Lisbon Seward Fire District		X
Fred Kreinbrink	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville	X	
Jennifer Jones Sinnott	Village of Oswego		X
Mike Rennels	City of Plano	X (6:03)	

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

Josh Flanders called the meeting to order and did a roll call with seven of the twelve members present, which resulted in having a quorum present to conduct a meeting.

Flanders called for a motion to approve the agenda. Funkhouser made a motion to approve the agenda, seconded by Messersmith. Discussion. All members present voting aye. Motion carried

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated the State of Illinois 911 Division was offering Grants for EMD Integrated Software, which KenCom had already purchased last year. KenCom submitted their invoice and will get reimbursed \$54,197.00 for the EMD Integrated Software previously purchased.

Staff Report – Bergeron gave a Personnel Report as follows: Brooke Gatto was awarded KenCom's Telecommunicator of the Year for 2024 by her peers. Jennette Welter-Fichtel, Ashley Tongate, and Bristol Kendall Fire District were awarded Rush Copley's Cardiac Run of the Year Award. Melissa Lardi retired from KenCom on June 14th, 2024. We have one TC currently in phase 1 of the training program. Paul Pope was released from training to the afternoon shift on July 27th, 2024. The hiring process for four new employees, two vacancies, and the allotted plus two continues. Speed interviews and typing tests are being scheduled for next week. Training as follows: Jaymee Goodspeed attended Peer Support Training, adding a 3rd member to KenCom's Peer Support Team. Supervisor Jenny Haske is taking the online APCO Supervisor Training Course. On Thursday, June 11th, Pamela and Bonnie, along with the staff from the Sheriff's Office, went to Berwyn PD to view the PACE scheduling software and learn how it works and integrates in Munis Executime. In-house training for August was Powerphone. Pamela Hurtig

attended the APCO 2024 International Conference in Orlando, FL, from August 3rd through the 8th. Jennifer Haske and Madison Gunter will attend Plainfield's Illinois APCO Fall Training Seminar "Defining the 9-1-1 Professional: The First Three Minutes" on September 20th, 2024. Project Updates as follows: Sentinel Technologies, Inc. for Security Operations Services and Active Defense project has been completed. GOVQa has been purchased and went live on Friday, May 17th. CCESSA meetings continue. Bergeron has completed the new format and revisions for the KenCom Employee Handbook, which will be discussed at the next Personnel Committee meeting on August 15th. The Tyler New World test server was upgraded on May 30th, 2024, and all testing should be completed for the production server upgrade scheduled for August 14th at 7:00 am. An email with instructions to report any post-upgrade issues has been sent. Misc. Information as follow: The PACE Scheduling software contract has been signed, and implementation will begin soon. 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. Bill Linder and Jordan Mahara represented KenCom at the Kendall County Sheriff's Office National Night Out on August 6th. Text to 9-1-1 totals for July was 39.

Approval of Closed Session Meeting Minutes - None

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

- Treasurer's Report – March 2024, April 2024, May 2024, June 2024, July 2024
- March 28th, 2024 Executive Board Minutes
- Approval for Fred Kreinbrink as the alternate member on the KenCom Operations Board for the Little Rock Fire Department.
- Approval of Patrick Pope as the primary member and Tim Wallace as the alternate member on the KenCom Operations Board for Lisbon Seward Fire Department.
- Approval of Garrett Carlyle as the alternate member on the KenCom Operations Board for the Yorkville Police Department.
- Approval of Drew Santa as the primary member on the KenCom Operations Board for the Oswego Police Department.
- Approval for Josh Flanders as a primary member on the KenCom Finance Committee.
- Approval for Josh Flanders as a primary member on the KenCom Personnel Committee.

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Flanders stated there was a special Finance Meeting held due to KenCom's CD's expiring. The CD's were reinvested and the breakdown is as follows: \$1,000,000 for 6 months at 4.39%; \$1,000,000 for 9 months at 4.13%; 6 - \$1,000,000 for 12 months at 3.87%. Discussion ensued.

Report of the Executive Board Chair – No Report.

Report of the Operations Board Chair – Bergeron gave a brief report.

Report of the Personnel Committee – Flanders stated Personnel has been meeting and there was an email sent out that the Assistant Director, Gina Belmont, is no longer employed with KenCom.

Report of the Strategic Planning Committee – No Report.

Flanders called for Old Business:

Discussion of 2-1-1 – Bergeron stated Larry Nelson was the Treasurer and what got 2-1-1 up and running. The next meeting is September 24th and she is on that Board representing KenCom. There will be discussions at the next meeting about Larry's replacement.

Whistle Blower Policy – Not completed.

Other Old Business – None

Flanders called for New Business:

Executive Board Closed Session Audio Destruction – Nelson made a motion to destroy October 27th, 2022 Executive Board Closed Session Audio, seconded by Funkhouser. All members present voting aye. Motion carried.

Fiscal Year 2023 Audit – Messersmith made a motion to approve the Fiscal Year 2023 Audit, seconded by Funkhouser. Discussion. All members present voting aye. Motion carried.

Election of Treasurer – Flanders stated Larry Nelson was the Treasurer and a new Treasurer needs to be appointed. Messersmith made a motion to appoint Fred Kreinbrink as the Treasurer, seconded by Nelson. Discussion. All members present voting aye. Motion carried.

Committee Appointments – All Committee and Board Members were contained in the packet for discussion to fill the open spots from the passing of Larry Nelson. After discussion, Funkhouser made a motion to appoint the new committee members as follows: Jeremy Messersmith as primary and Scott McCarty as alternate on the Personnel Committee; Fred Kreinbrink as the primary on the Finance Committee; Ryan Cihak as the primary and Scott McCarty as the alternate on the Strategic Planning Committee, seconded by Nelson. All members present voting aye. Motion carried.

Other business from the floor – Flanders stated Larry was also involved with the building of the new tower at the Public Safety Center. They are talking with the County to find out where they are with that and what needs to be done.

Bergeron stated she has set her tentative retirement date for June 27th, 2025.

Bergeron stated budgets will be presented in October and voted on in November.

Closed Session – None

The next scheduled Executive Board Meeting is Thursday, September 26th, 2024 at 5:30 p.m. at the Plano Police Department lower-level training room. Thompson made a motion to adjourn the meeting, seconded by Funkhouser. All ten members present voted aye. Motion carried. The meeting adjourned at 6:13 p.m.

The meeting was recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary