

**Minutes of the KenCom Operations Board Meeting**  
**Held, Thursday, November 20<sup>th</sup>, 2019**  
**2:00 p.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Josh Flanders, Chairman	OFD	X	
Armando Sanders	MPD		X
Mike Peters, Vice Chairman	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Behr Pfizenmaier	YPD	X	
Joe Severson	Village of Newark		X
Dave Kellogg	NFD		X
Dave Jordan	LRFFD		X
Tim Wallace	LSFD		X
Nate King	SFD		X
Kevin Norwood	OPD	X	
Tom Meyers	MFD		X
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bobby Richardson, Kendall County Sheriff's Office; Liz Palko, Montgomery Police Department; Ray Mikolasek, Yorkville Police Department.

Josh Flanders called the meeting to order and requested a roll call of the membership. Five of the fourteen members were present which resulted in having a majority of a quorum for voting purposes.

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

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: KenCom currently has one employee on FMLA leave. Two new employees, Dianne Biggs and Chris Rodriguez, started with KenCom on November 18<sup>th</sup>, 2019 and are currently in Phase 1 of KenCom's training program. Training as follows: Pamela Hurtig and Jaymee Goodspeed attended "Positive Interactions with Difficult People" in DeKalb on October 22<sup>nd</sup>. Lynette Bergeron, Jen Stein, Adam Votava, Dianne Vaillancourt, Sara Berry and Ryan Shain attended the APCO/NENA IPSTA Conference in Springfield Nov 3<sup>rd</sup>-6<sup>th</sup>. Bonnie Walters attended Tyler Munis end user training November 12<sup>th</sup> and 13<sup>th</sup>. Lynette Bergeron, Jen Stein, Pamela Hurtig, Adam Votava and Jaymee Goodspeed will be attending Viper Administrative Training on Friday, November 15<sup>th</sup>, 2019. Telecommunicators attended Viper End User Training on Monday, November 18<sup>th</sup> and Tuesday, November 19<sup>th</sup>, 2019. Information as follows: KenCom is continuing discussions with Kendall County GIS in reference to future, ongoing GIS support and met with them on October 24<sup>th</sup>. A draft IGA is currently under review. Project Updates as follows: New World release 2019.1 was installed on the test environment on 9/27/19. KenCom goes live with the new Viper System on Thursday, November 21<sup>st</sup>. Grundy County went live on Friday, November 15<sup>th</sup>. KenCom continues to work with

AT&T for the installation of IPFlex. AT&T stated it will still be thirty to sixty days before we go live with IPFlex. The next Tyler checkpoint call with CSAM, Kim Knutsen is scheduled for December 11<sup>th</sup> at 9:30 a.m. Power Phone Total Response, APCO Intellicom and Priority Dispatch EMD demos were conducted on Wednesday, October 23<sup>rd</sup> at Oswego Fire Station 1. Wireless 9-1-1 statistics for the month of October 2019 represented 88% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Whowell made a motion, seconded by Norwood to approve the consent agenda, which includes approval of the October 2019 Treasurer’s Report and the October, 16<sup>th</sup>, 2019 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:  
Strategic Planning Committee – No meeting.

Finance Committee Report:

Operation Bills – Whowell made a motion to approve the November 2019 bills for payment in an amount of \$257,419.55 seconded by Fairfield. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Whowell made a motion to approve the November 2019 bills for payment in an amount of \$69,413.61 seconded by Fairfield. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

NG 9-1-1 Grant Phone Upgrade – Bergeron stated they are going live today on the new Viper Phone System and will receive the final bill to submit to the state.

Somonauk Police – No report.

Flanders called for New Business:

Policy and Procedures – Bergeron reviewed the policies contained in the packet. Discussion ensued. Whowell made a motion to approve the new Warrant Intake Process policy and the revised Board-Up Request (with recommended changes) and Personnel Data Change, seconded by Pfizenmaier. All members present voting aye. Motion carried.

Court Services MOU – Bergeron noted there is a memorandum of Understanding with court services that will be presented to both the Finance and Executive Board this month. The CAD count is minimal and there will not be any LEADS work, which makes Kencom’s involvement minimal. The first year’s payment for dispatch services is \$11,809.00, with a December 4<sup>th</sup> training date for radio use. Discussion ensued.

Other New Business – Flanders noted that ESO sent a bill to Oswego Fire Department and these billings should be going straight to KenCom. If any fire agency receives an invoice forward to KenCom.

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, December 18<sup>th</sup>, 2019 at 2 p.m. at KenCom Public Safety Center, Lower Level. Fairfield made a motion to adjourn the meeting, seconded by Pfizenmaier. All members present voting aye. Meeting adjourned at 2:19 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary