

**Minutes of the KenCom Operations Board Meeting
Held, Thursday, January 15th, 2020
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders, Chairman	OFD	X	
Armando Sanders	MPD	X	
Bobby Richardson	KCSO	X	
James Bateman	BKFD	X	
Jonathan Whowell	PPD	X	
Ray Mikolasek	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; Bonnie Walters, KenCom Executive Assistant; Adam Votava, KenCom Supervisor; Liz Palko, Montgomery Police Department; Zach Morel, Sandwich Fire Department; Larry Nelson, KenCom Finance Chairman.

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

Flanders called for approval of the agenda. Whowell made a motion to approve the agenda as submitted, seconded by Mikolasek. 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: Dianne Biggs is currently in Phase 1 of the training program. Christopher Rodriguez resigned from KenCom effective December 20th, 2019. Training as follows: KenCom will be conducting a MABAS radio drill with OFD on Tuesday, February 25th at 9 a.m. All staff is scheduled to complete anti-harassment training in January. Information as follows: Kendall County GIS is providing temporary GIS support for KenCom as of December 1st, 2019 until the IGA is finalized. Bergeron attended the Crisis Intervention Team meeting on January 7th at the Oswego Police Department. Bergeron attended Will County’s GIS meeting on December 10th, 2019 to finalize the PSAP map boundaries that will be submitted to the State. Bergeron will be attending Kane County’s GIS meeting on January 22nd, 2020 to finalize the PSAP map boundaries that will be submitted to the State. Project Updates as follows: New World release 2019.1 was installed on the test environment on 9/27/19 and is scheduled to go-live on production on January 21st beginning at 7:00 a.m. All systems will be affected: CAD, Mobiles, Field Based Reporting, LERMS and Fire RMS. Downtime will be approximately five hours. Windows updates were installed on the Tyler production environment on January 7th which lasted approximately 5 hours. Jen attended the Brazos kick-off meeting with Kendall County Sheriff’s Office on January 7th. Any bills that are sent directly to an agency from Tyler should be

turned over to KenCom (do not pay) if it is for equipment, software, service, etc that KenCom has procured on behalf of the agency. Lynette and Jen had a follow-up demo January 8th with Priority Dispatch regarding EMD software and this is the direction they would like to proceed with. KenCom has conducted two radio workshops with the police agencies, December 11th and January 7th in an effort to standardize the radio programming in anticipation of P5 and P7 going live. The final radio workshop meeting will be held on January 30th at 2:00 p.m. at KenCom in the conference room. LEADS put out a new policy mandating each police agency to appoint a LEADS agency security officer (LASO). Bergeron will bring back more solid information as she learns about it. Wireless 9-1-1 statistics for the month of December 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 Sanders to approve the consent agenda, which includes approval of the December 2019 Treasurer's Report and the December 18th, 2019 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:

Strategic Planning Committee – Nelson stated they are moving forward with expanding Police 5 and Police 7, which will in result making Police 5 a digital channel and Police 7 an analog channel. The completion of the project is expected by February 28, 2020. At that time, they will go into a sixty-day test on digital with at least two radios ready for agencies to use. If it goes well they will do a roll out on the new radios, which will be a combination of analog, digital with the capability of encryption. Nelson stated an upgrade to fire and adding Fire 3 as a digital channel was discussed. There was a recommendation to move forward to the Finance Committee to apply and licensing for a pair of frequencies and would be called Fire 3.

Finance Committee Report:

Operation Bills – Norwood made a motion to approve the January 2020 bills for payment in an amount of \$194,527.17 seconded by Whowell. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Bills – Richardson made a motion to approve the January 2020 bills for payment in an amount of \$130,132.13 seconded by Whowell. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:

NG 9-1-1 Grant Phone Upgrade – Bergeron stated the new Viper phone system is up and running. They are waiting on the dishes for the microwave from KenCom to Grundy, which is being shipped from New Zealand.

Somonauk Police – No report.

Open Meeting Act Training Certificate – Bergeron gave a reminder to any Board members who have not forwarded their Open Meetings Act Certificates to KenCom to do so as soon as possible.

Flanders called for New Business:

Policy and Procedures – None

Priority Dispatch EMD Software – Bergeron stated management has chosen this software and are ready to move forward.

Nominations for Chair and Vice Chair – Richardson made a motion to appoint Josh Flanders as the Operations Board Chair and Kevin Norwood as the Operations Board Vice-Chair, seconded by Mikolasek. Discussion. All members present voting aye. Motion carried.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, February 19th, 2020 at 2 p.m. at KenCom Public Safety Center, Lower Level. Whowell made a motion to adjourn the meeting, seconded by Sanders. All members present voting aye. Meeting adjourned at 2:25 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary