

**KenCom Finance Committee Meeting Minutes**  
**Held January 16<sup>th</sup>, 2020**  
**9:00 a.m.**

<b>Member</b>	<b>Agency</b>	<b>Present</b>	<b>Absent</b>
Greg Witek	LRFFD	X	
Matt Prochaska	Kendall County Board Member		X
Mike Peters	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Josh Flanders	Oswego FD	X	
James Jensen	Yorkville PD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, Assistant Director; Bonnie Walters, KenCom Administrative Assistant.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with five of the seven members present, which resulted in having a quorum for voting purposes.

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

Nelson 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 20<sup>th</sup>, 2019. Training as follows: KenCom will be conducting a MABAS radio drill with OFD on Tuesday, February 25<sup>th</sup> 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 1<sup>st</sup>, 2019 until the IGA is finalized. Bergeron attended the Crisis Intervention Team meeting on January 7<sup>th</sup> at the Oswego Police Department. Bergeron attended Will County’s GIS meeting on December 10<sup>th</sup>, 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 22<sup>nd</sup>, 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 21<sup>st</sup> 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 7<sup>th</sup> which lasted approximately 5 hours. Jen attended the Brazos kick-off meeting with Kendall County Sheriff’s Office on January 7<sup>th</sup>. 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 8<sup>th</sup> with Priority Dispatch regarding EMD software. KenCom has conducted two radio workshops with the police agencies, December 11<sup>th</sup> and January 7<sup>th</sup> 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 30<sup>th</sup> at 2:00 p.m. at KenCom in the conference room. KenCom needs to identify a LEADS agency security officer (LASO) and management has been in contact with IT to discuss this new state mandate. Every agency that

KenCom dispatches for that uses LEADS will also need a 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 Meeting Minutes – Witek made a motion to approve the December 19<sup>th</sup>, 2019 closed session meeting minutes but do not release, seconded by Hausler. All members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Witek made a motion, seconded by Flanders to approve the consent agenda, which includes approval of the December 2019 Treasurer's Report, and the December 19<sup>th</sup>, 2019 Finance Committee Meeting Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – No Report

Strategic Planning Committee Report – Nelson stated they are continuing to move forward with Police 5 and Police 7, which will result in making Police 5 a digital channel and Police 7 an analog channel. A Beep has assured that the system will all be up and running by February 28<sup>th</sup>. 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 move forward with the purchase of all the portables. Nelson stated an upgrade to fire and adding Fire 3 as a digital channel was discussed. There was a recommendation from the Strategic Planning Committee to apply for licensing for a pair of frequencies for Fire 3. Nelson stated they moved money into the Equipment Fund last year for reserve for equipment that was not budgeted or allocated yet. Nelson mentioned allocating a portion of that reserve to purchase all the portable radios at one time for public safety after the sixty-day test period is completed. A memorandum of understanding will be done between the police agencies and KenCom in regards to the operation of the portables. The ownership of the new radios will be the agencies but the encryption key will be owned and maintained by KenCom. Nelson stated the approximate cost to purchase all the radios for the police agencies is \$360,000. The purchase of the radios will be brought back for a vote at the February Finance Committee meeting. Discussion ensued.

Operations Board Chair Report – Flanders stated there is nothing additional to report.

Finance Committee Report:

Approval of Bills:

Operation Bills – Hausler made a motion to approve the January 2020 Operation Bills, in the amount of, \$194,527.17, seconded by Witek. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Witek made a motion to approve the January 2020 Surcharge Bills, in the amount of, \$130,132.13, seconded by Hausler. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Old Business:

Somonauk Police/Fire – There was discussion to contact the Village of Somonauk's attorney, Eric Hanson, to prepare an offer from Somonauk to present to KenCom.

Grund County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Nelson stated the microwave is in the process of being installed. They are still waiting on antenna’s that are coming from New Zealand and should be arriving soon.

Upgrading Police 5 and/or Police 7 – Bergeron stated they have all the equipment and A Beep is in the process of installing. A completion date is no later than February 28<sup>th</sup>, 2020.

NG9-1-1 Grant Phone Upgrade – Bergeron stated they are live on the new system. The final bills have been received and submitted to the state for the final reimbursement.

IPFlex – Bergeron stated they are continuing to work through between AT&T and Intrado for a solution.

Geographic Information Systems Services IGA – Bergeron reviewed the draft IGA contained in the packet. Hausler made a motion to approve the Geographic Information System Services IGA subject to attorney approval, seconded by Peters. Discussion. All members present voting aye. Motion carried.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Priority Dispatch EMD Software – Bergeron stated they had three demos last fall (APCO, Power Phones, and Priority Dispatch) and all the agencies were invited. After reviewing all three companies, management would like to move forward with Priority Dispatch and purchase the EMD software, which is in the budget. Witek made a motion, pending attorney approval that it does not need to go out to RFP based on proprietary software, to purchase Priority Dispatch EMD software, seconded by Hausler. Discussion. A roll call was taken with all five members present voting aye. Motion passed.

Montgomery Police Department’s Data Migration Travel – Nelson stated the emails have been forwarded to Montgomery Police demonstrating that KenCom had no knowledge that Tyler was in town to work with Montgomery Police on the data migration. The data migration has been paid by the Montgomery Police Department, but the travel expense remains unpaid. Discussion ensued.

Development of Fire 3 channel to be Digital – Witek made a motion for an amount not to exceed \$4,000 to move forward with A Beep on the licensing of Fire 3, on an expedited basis, seconded by Hausler. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Any Other Business – None

Closed Session – None

Action After Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday February 20<sup>th</sup>, 2020 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Hausler. All members present voting aye. Meeting adjourned at 9:58 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary