

KenCom Finance Committee Meeting Minutes
Held February 20th, 2020
9:02 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD		X
Matt Prochaska	Kendall County Board Member		X
Dwight Baird	KCSO	X	
Bob Hausler	City of Plano	X	
Larry Nelson	Member At Large	X	
Jeff Burgner	Oswego PD	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. Baird made a motion to approve the agenda, seconded by Hausler. Discussion. All members present voting aye. Motion carried.

Public Comment – None

Nelson called for Correspondence – Bergeron stated she received a letter back from the County in reference to KenCom’s request for the extension of the lease approving the extension. Bergeron stated there was a PAC review filed back in 2016 in reference to a FOIA, which we denied due to privacy. KenCom received a letter from PAC supporting KenCom’s decision not to release that information. Bergeron received an email from the State of Illinois stating there was a billing issue settled between two of the carriers in December, which will result in a one-time increase for the surcharge reimbursement. Bergeron received an email from Chief Burgner from the Oswego Police Department about a hard call received in dispatch, which recognized the dispatchers that dealt with that call and how hard it is on everyone.

Staff Report – Bergeron gave a Personnel Report as follows: Bergeron gave a Personnel Report as follows: Dianne Biggs is currently in Phase II of the training program. Michael Hoffer (Quality Assurance Analyst) resigned from KenCom effective Feb 16th, 2020. Training as follows: KenCom will be conducting a MABAS radio drill with OFD on Tuesday, February 25th at 9 am. Tyler Giannotti and Lynsey Ingram will be attending the MABAS Conference February 26th-28th in Normal, IL. Staff will be attending a Leadership Symposium Program hosted by Illinois APCO March 11-13th at the Plainfield Fire Department. Information as follows: Kendall County GIS is providing temporary GIS support for KenCom as of December 1st, 2019 and the IGA has been signed by the County and reviewed by KenCom’s Attorney. It will be signed at the Executive Board meeting next week. Economic Interest statements were mailed and are due back by May 1st. KenCom is working through a LEADS security audit that is due on March 31st. Project Updates: Tyler software (CAD, LERMS, Fire RMS, Mobiles) was upgraded to version 2019.1 on January 21st. CAD was back on-line within approximately 2 hours.

All other modules were back on-line within the original estimated time of 5 hours. Reminder, 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, services, etc. that KenCom has procured on behalf of the agency. There will be an administrative review of the newly upgraded CAD Web View on February 26th at 9 am. KenCom has received a final quote for the NICE Recording Software upgrade and staff will be moving forward on the purchase and installation of the new equipment. The quote is within the budgeted amount. After the final radio workshop meeting on January 30th, police agencies agreed upon a standardized programming format. KenCom is in the process of purchasing 15 portable radios for testing of the P5 digital channel. Wireless 9-1-1 statistics for the month of January 2020 represented 86% of calls received.

Closed Session Meeting Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Burgner made a motion, seconded by Hausler to approve the consent agenda, which includes approval of the January 2019 Treasurer’s Report, and the January 16th, 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 – No Report

Operations Board Chair Report – Bergeron noted a new policy was passed.

Finance Committee Report:

Approval of Bills:

Operation Bills – Burgner made a motion to approve the February 2020 Operation Bills, in the amount of, \$193,355.55, seconded by Hausler. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the February 2020 Surcharge Bills, in the amount of, \$235,539.26, seconded by Burgner. 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 – Nelson stated the Village of Somonauk sent a settlement agreement for \$17,000 to cancel their dispatch agreement with KenCom. Discussion ensued. Hausler made a motion to move forward to the Executive Board the settlement agreement received by the Village of Somonauk for \$17,000 to cancel their dispatch agreement with KenCom pending attorney review, seconded by Baird. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Bergeron stated it is up and ready to go.

Upgrading Police 5 and/or Police 7 – Bergeron gave an update on the progress and completion with the diversification project. Police 5 and Police 7 are now up and running on the microwave ring. Early next week Police 5 will be switched over to digital and by February 27th the whole system should be online.

NG9-1-1 Grant Phone Upgrade – Bergeron noted the final reimbursement check has been submitted to the state and the final reporting has been completed. Once the check is received, the grant is closed.

IPFlex – Bergeron stated they are continuing to work with AT&T for a solution. Bergeron just received an email about purchasing a piece of equipment with a one-time charge with paying maintenance every five years. Discussion ensued.

Development of Fire 3 channel to be Digital – Nelson stated they have found a good frequency; have the paperwork ready and trying to get people on adjacent channels to sign off that they do not have an objection with KenCom using the frequency. Nelson noted they are putting out an RFP for VHF radios.

Montgomery Police Department’s Data Migration Travel – Nelson stated they had a meeting with Phil Smith and he agreed to pay the travel expense for the Montgomery data migration.

Any other Old Business – None

Nelson called for New Business:

Finance Committee Closed Session Audio Destruction – None

Buy Portable Radios for Police NTE \$360,000 – Nelson stated they have put together to purchase all the police departments portable radios with an approximate cost of \$360,000. Hausler made a motion for a recommendation to the Executive Board to approve the purchase of portable radios not to exceed \$360,000 once testing is completed, seconded by Jensen. Discussion ensued. A roll call was taken with all five members present voting aye. Motion carried.

Open Meeting Act Certificates – Nelson stated all of KenCom’s board members must have their Open Meetings Act Certificate filed at KenCom. The list of members that KenCom has not received is contained in the packet. Multiple emails have been sent to the outstanding members. After discussion, it was recommended to draft a letter and mail to their home addresses requesting their certificates.

Any Other New Business – Nelson reviewed the tower study that was done for the tower at the Public Safety Building, which showed it is overloaded. Discussion ensued on options for a second tower and building.

Closed Session – None

Action after Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday March 19th, 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 9:55 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary