Member | Agency | Present | Absent
---|---|---|---
Judy Gilmour | Kendall Co Board | X | 
Richard Randall/Scott Koster | KCSO | X | 
Floyd Dierzen/David Thompson | Newark Fire District | X | 
Richard Dickson/James McCarty | BKFD | X | 
Darald Nelson/Jim Davis | Village of Newark | X | 
Dick Kuhn/Rick Neitzer | Oswego Fire District | X | 
Jim Horton/Tom Fletcher | Lisbon Seward FD | X | 
Larry Nelson | Member at Large | X | 
Don Brummel/Greg Witek | LRFFD | X | 
Gary Golinski/Rose Spears | City of Yorkville | X | 
Gail Johnson/Brian Leclerc | Village of Oswego | X | 
Bob Hauser/Scott Mulliner | City of Plano | X | 

Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Nick Sikora, Operations Board Chairman; Rick Neitzer, Oswego Fire District.

Greg Witek called the meeting to order and requested a roll call of the membership. Ten members were present creating the necessary quorum for voting purposes.

Witek called for a motion to approve the agenda. Johnson made the motion, seconded by Randall. All members present voted aye. Motion carried.

Witek called for Public Comment. None

Witek called for Correspondence. None

Witek called for a motion to approve the April 25, 2013 meeting minutes. Gilmour made a motion to approve the minutes, seconded by McCarty. All members voted aye. Motion carried.

Witek stated the minutes from the Operations Board and Finance Board are contained in the packet behind the minutes of the Executive Board for information purposes.

Witek called for the Finance Committee Report:
Treasurers Report- Witek asked L Nelson to review the April 2013 Treasurer’s Report. L Nelson reviewed the Treasurer’s Report. Randall made a motion to approve the Treasurer’s Report, seconded by Johnson. All members voted aye. Motion carried.

Operation Bills- Bergeron reviewed the paid Operation bills. Witek called for a motion to approve the paid Operation Bills. Randall made a motion to approve the paid May 2013 Operation Bills in the amount of $79,801.16 as presented by the Finance Committee, seconded by McCarty. Discussion ensued. A roll call vote was taken with all ten members voting aye. Motion carried.
Surcharge Bills- Witek called for a motion to approve the paid Surcharge Bills. L Nelson made a motion to approve the paid May 2013 Surcharge bills in the amount of $20,940.17 as presented by the Finance Committee, seconded by Johnson. Discussion Ensued. A roll call vote was taken with all ten members voting aye. Motion carried.

Equipment Purchases- Farris reviewed the anticipated expenses in the amount of $3,050.00 from the Capital Surcharge Budget, as requested by the Finance Committee. The equipment expenses are as follows: Glass frame for two County maps in the amount of $350.00, Installations of GPS Antennas at three sites for legacy simulcast in the amount of $1,500.00, and Monitoring speakers and equipment for towers and offices in the amount of $1,200.00. L Nelson made a motion to approve the equipment expenses not to exceed $3,050.00, seconded by Gilmour. Discussion Ensued. A roll call vote was taken with all ten members voting aye. Motion carried.

Witek called for Old Business:

Project Update- Farris reviewed the project payment summary. Farris stated the only item still open is the recording equipment. Farris stated he anticipates within the next two weeks having Word Systems come out and install new recording software.

Everbridge Implementation Update- Sikora stated all agencies except Lisbon Seward Fire have logged in to begin their departmental training with their representative. Sikora stated there is an extensive set of training topics involved in setting up what each individual agency needs. Sikora stated Jillian McMillian from KenCom is completing the training and once she is completed the next step would be to upload the AT&T database into the Everbridge System. Sikora stated once the upload of the database is completed a public notice can be released to give people the option to opt in. Sikora stated the goal set for the public release is for the first week of June and they seem to be on target. Sikora stated that the Operations Board has agreed to title Everbridge KenCom 9-1-1 for the heading page for the public. Discussion Ensued.

Radio System- L Nelson reviewed the progress of the radio system. L Nelson stated he is ready to go with the water tower once the Montgomery contract is signed. L Nelson stated they have also been working on designs for the southeast and west side of the county to address other radio issues. Discussion Ensued.

Montgomery Police- L Nelson handed out an agreement that had been prepared for the Village of Montgomery with a few changes. L Nelson reviewed the revised agreement. Discussion Ensued. Randall mentioned he received a call from Deputy Chief Armando from Montgomery after the Adhoc Committee and Deputy Chief Armando was extremely impressed with the professionalism of the Adhoc Committee and how the operation runs. L Nelson made a motion for approval of the contract, and to move forward and for Witek to sign the contract once the contract is approved by Montgomery, seconded by Randall. Discussion Ensued. Thompson asked when KenCom would start dispatching once the contract is signed. L Nelson stated not for another four or five months. A roll call was taken with all ten members voting aye. Motion Carried. L Nelson stated with the addition of Montgomery it will require KenCom to split police channels which would require the addition of two new telecommunicators. L Nelson stated staff needs the authority to begin the hiring process with the assumption Montgomery signs the contract. L Nelson made a motion to give staff the authority to hire two new telecommunicators.
subject to Montgomery signing the contract, seconded by Randall. Discussion Ensued. A roll call was taken with all ten members voting aye. Motion carried. L Nelson stated he would like the authorization for Farris and Bergeron to sign any IGA, commerce commission that is required to transfer the 9-1-1 surcharge money from Kane County, and any relicensing that is required. L Nelson made a motion to give Farris and Bergeron the authorization to take the steps needed to move forward contingent upon completion of Montgomery signing the contract, seconded by Johnson. All members present voted aye. Motion carried. Bergeron stated she is contacting all fire departments to come and test the mapping and her anticipated go live date is June 10. L Nelson made a motion to authorize the staff to move forward to get the CAD and mapping ready for the Montgomery and Aurora Township portion, seconded by Randall. Discussion Ensued. A roll call was taken with all ten members voting aye. Motion carried.

Witek thanked L Nelson for all his work with the contract and the oncoming of Montgomery.

Montgomery Countryside Fire District & Aurora Township- L Nelson stated there is no new information and once the Village of Montgomery has signed, he plans on sending off the same agreement in exception of the amounts, to Montgomery Countryside and Aurora Township Fire Districts.

Formal Reviews of KenCom Management- Gail Johnson and Dave Farris have been in the process of working on the formal reviews of KenCom Management. Johnson reviewed the Performance Evaluations. Discussion Ensued. Johnson asked the board to take back and review the evaluations and bring back questions. Johnson stated that they also need to update job descriptions. Johnson stated the salary range needs to be evaluated in order to retain good employees. Discussion Ensued. Randall mentioned having the Operations Board included in the evaluation of management. Discussion Ensued.

Other Old business- No Action

Witek called for New Business:
Other New business- No Action

Closed Session- No Action

Report of the Operations Board Chair- Nick Sikora mentioned discussion from the Adhoc committee in regards to splitting police frequencies. Sikora stated the initial request from the Adhoc committee is to put the Sheriff’s Department and Oswego Police Department on one frequency, and Montgomery, Yorkville, Plano, and any additional departments down the road on the second frequency. Sikora mentioned there is also discussion with the fire agencies and their fire numbering and the Adhoc Committee is also having discussion along with the chiefs in regards to the fire numbering. Sikora mentioned that the name page of the Everbridge System has been decided to be titled KenCom 9-1-1. Witek mentioned looking at and reviewing and updating Code Red Policy at the Operation Committee. Discussion Ensued. Witek mentioned moving the Report of the Operations Board Chair on the agenda after Correspondence beginning in June.
Witek called for the Director’s Report. Farris stated the equipment reinstallation at the Backup 9-1-1 Center at Bristol Kendall Fire is completed. Farris stated a temporary test radio transmit site is planned for a water tower at Route 34 and Hill Avenue to improve coverage on the East side of the County. Farris stated work continues on the reinstallation of the existing Motorola Simulcast equipment, and the existing equipment is being moved to the new tower buildings. Farris stated the newsletter is attached and wireless 9-1-1 statistics for the month of May 2013 represented 76% of calls received.

Witek stated the next meeting is scheduled for June 27th, 2013 at 5:30 p.m. in the same room.

L Nelson made a motion to adjourn the meeting, seconded by Randall. All members present voted aye. Motion carried. The meeting was adjourned at 6:45 p.m.

Meeting recorded by Lynette Bergeron.

Respectfully Submitted,

Richard Randall
Secretary