Minutes of the Executive Board Meeting  
Held Thursday, February 27th, 2014  
5:30 p.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Judy Gilmour</td>
<td>Kendall Co Board</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Richard Randall/Scott Koster</td>
<td>KCSO</td>
<td></td>
<td>X</td>
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<tr>
<td>Floyd Dierzen/David Thompson</td>
<td>Newark Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Richard Dickson/James McCarty</td>
<td>BKFD</td>
<td></td>
<td>X</td>
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<tr>
<td>Darald Nelson/ Jim Davis</td>
<td>Village of Newark</td>
<td></td>
<td>X</td>
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<tr>
<td>Dick Kuhn/Rick Neitzer</td>
<td>Oswego Fire District</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Jim Horton/Tom Fletcher</td>
<td>Lisbon Seward FD</td>
<td></td>
<td>X</td>
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<tr>
<td>Larry Nelson</td>
<td>Member at Large</td>
<td></td>
<td>X</td>
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<tr>
<td>Don Brummel/Greg Witek</td>
<td>LRFFD</td>
<td></td>
<td>X</td>
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<tr>
<td>Gary Golinski/Rose Spears</td>
<td>City of Yorkville</td>
<td></td>
<td>X</td>
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<tr>
<td>Gail Johnson/Brian Leclerc</td>
<td>Village of Oswego</td>
<td></td>
<td>X</td>
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<tr>
<td>Bob Hausler/Scott Mulliner</td>
<td>City of Plano</td>
<td></td>
<td>X</td>
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Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Josh Flanders, KenCom Operation Board Chairman; Scott Koster, Kendall County Sheriff’s Office; James McCarty, Bristol Kendall 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. Neitzer made the motion to approve the agenda as presented, seconded by Hausler. All members present voted aye. Motion carried.

Witek called for Public Comment. None

Witek called for Correspondence. Farris stated enclosed in the packet is a letter that was forwarded by the Technology Services department of Kendall County. The letter stated that reverse 9-1-1 is trademarked and cannot be used and was asked to be removed from the website which has been done. Witek reminded all of the agencies to make sure reverse 9-1-1 has been removed for their websites and replaced with Everbridge Mass Notification System.

Witek called for a motion to approve the November 21st, 2013 and November 25th, 2013 meeting minutes. Randall made a motion to approve the minutes, seconded by D. Nelson. All members voted aye. Motion carried. Witek stated both the Operations Board and Finance Board continue to meet monthly. Witek stated the minutes from the December, January, and February Finance and Operations Board meetings are contained in the packet for informational purposes.

Witek called for the Finance Committee Report: 

Treasurer’s Report- Koster reviewed the November 2013, December 2013, and January 2014 Treasurer’s Reports as presented. Koster noted that on the December’s Treasurer’s report the reconciliation with the Treasurer’s office for a $20 discrepancy, due to a keying error, was caught and corrected and reflected in January’s report. Hausler made a motion to approve the Treasurer’s Report, seconded by Johnson. Discussion. Bergeron mentioned KenCom is over
budget on overtime due to significant weather issues as well as having two dispatchers still in training. Bergeron stated both dispatchers are now out of training and working independently so that overtime will now stabalize. All members voted aye. Motion carried.

Operation Bills/Surcharge Bills- L. Nelson reviewed the bills to be paid. Witek called for a motion to give a final approval for the paid February 2014 Operations Bills in the amount of $214,360.21. Randall made a motion to approve the bills as presented by the Finance Committee in the amount of $214,360.21, seconded by Dickson. Discussion ensued. A call vote was taken with all ten members present voting aye. Motion carried.

Surcharge Bills- L. Nelson called for a motion to give a final approval for the paid February 2014 Surcharge Bills in the amount of $11,148.05. Farris reviewed the bills to be paid. Hausler made a motion to approve the bills as presented by the Finance Committee in the amount of $11,148.05, seconded by Gilmour. Discussion. A call vote was taken with all ten members present voting aye. Motion carried. After discussion the board agreed that both the monthly bills to be paid and the anticipated expenses, as long as they are in the approved budget, would be delegated to the Finance Committee for final approval and to be taken off the Executive Board agenda.

Anticipated Expenses- Farris reviewed the anticipated expenses approved by the Finance Committee: Additional Licenses for Symantec Antivirus for an amount of $380, and Barracuda Web Filter with 5-year warranty for an amount of $5,750. Discussion ensued.

Report of the Operations Board Chair: Flanders stated after discussion with Captain Sikora on the mass notification system, that individual users are tweaking who can send out notifications for internal purposes. Flanders stated currently citizen opt-ins are at 1,231, and the higher that number gets the more successful the notifications will be. Flanders stated members from the Operations Board met with Minooka Police Department, and they were interested in finding out how KenCom operates. Flanders stated at the last Operations Board meeting they discussed the possibility of Minooka Police Department to come on and mentioned the possibility of forming a committee for the on boarding of additional agencies. Flanders stated if the Executive Board is so inclined, the Operations Board has three members that will be a part of that committee.

Witek called for Old Business:
Radio System- Phase 2 Upgrade- Farris stated most of the materials have been received, and have received bills and photos of the equipment in the shop. Farris stated they are looking at 30-45 days before they begin to put up antennas and start to install equipment.

KenCom/Kane County Agreement- L. Nelson stated they met with Kane County in trying to move forward with the ICC to straighten out the Montgomery calls coming directly to KenCom. L. Nelson stated the Kane County Telephone Board is trying to research where the authority would come, to permanently take the section of Montgomery out of Kane County and assign it to Kendall County. L. Nelson stated after review with KenCom’s attorney, they could not find in the law where this can happen. Discussion ensued.

KenCom/TriCom Backup Agreement- Farris stated he is still waiting to hear back.
Operation Board Bylaws- L. Nelson stated the committee has met one time and they discussed the by-laws and have a red lined agreement. L. Nelson stated the second meeting is planned for March 2014. L. Nelson stated they had reviewed two different attorneys, and it was everyone’s opinion to retain Margie Swanson from Silverman, Mahoney, and Cross. L. Nelson stated they have given her a drafted handbook to begin looking at. Discussion ensued.

Formal Reviews of KenCom Management- L. Nelson made a motion to form a Management Review Committee, seconded by D. Nelson. Gail Johnson, Larry Nelson, Greg Witek, Josh Flanders, and one police member from the Operations Board volunteered to be on the committee. All members present voted aye. Motion carried.

Other Old business- No Action

Witek called for New Business:
Appointment of Tom Cerney, Newark Fire as Alternate Member on Operations Board- L. Nelson made a motion to approve the appointment of Tom Cerney from Newark Fire as an alternate member on the Operations Board, seconded by Randall. All members present voted aye. Motion carried.

Minooka Police- Witek stated they have been contacted by Minooka and Somonauk Police Departments regarding doing their dispatching. Witek stated Minooka has met with representatives from the police and fire districts and came to a CAD ticket count which synchronizes with all of our other police agencies. Witek stated a memo was sent to Minooka Police Department for pricing in order for KenCom to do dispatch. Witek mentioned he would like to put together an on boarding committee to review the potential impact of any new agency addition. Witek stated three members from the Operations Board have already volunteered for the committee. Discussion ensued. Dierzen made a motion to form an On Boarding Committee, seconded by Randall. Larry Nelson, Greg Witek, and a Sheriff’s office representative volunteered to be on the committee. All members present voted aye. Motion carried.

Approval of Revised Everbridge Contract- Witek stated Everbridge sent a revised contract with the extension added on to it with a quotation for renewal of $25,480. Hausler made a motion to approve the revised Everbridge Contract for another year for $25,480, seconded by Randall. A roll call was taken with all ten members voted aye. Motion carried.

Other Business- Witek stated Farris has received correspondence from an individual who was a consultant for Dekalb and Lasalle County for the City of Sandwich and Millington. Witek stated the consultant is trying to do sharing arrangements to move money back and forth, and no action has been taken. Discussion ensued.

Witek called for the Director’s Report. Farris stated the wireless 9-1-1 statistics for the month of January 2014 represented 73% of calls received, and the newsletter is attached.

Witek stated the next meeting is scheduled for March 27th, 2014 at 5:00 p.m. in the same room.
Hausler made a motion to adjourn the meeting, seconded by Dierzen. All members present voted aye. Motion carried. The meeting was adjourned at 6:30 p.m.

Meeting recorded by Lynette Bergeron.

Respectfully Submitted,

Richard Randall
Secretary