Minutes of the Executive Board Meeting  
Held Thursday, February 28th, 2013  
5:30 p.m.

Members present were: Chairman Greg Witek, Little Rock Fox Fire District; Vice Chairman Darald Nelson, Village of Newark; Judy Gilmour, Kendall County Board Member; Scott Koster, Kendall County Sheriff’s Office; Richard Dickson, Bristol-Kendall Fire District; Rick Neitzer, Oswego Fire District; David Thompson, Newark Fire Department; Tom Fletcher, Lisbon Seward Fire District; Larry Nelson, Member At Large; Rose Spears, City of Yorkville; and Scott Mulliner, City of Plano; Gail Johnson, Village of Oswego.

Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; James McCarty, Bristol-Kendall Fire District; Matt Schury, Kendall County Record.

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

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

Witek called for Public Comment. Witek thanked D Nelson for holding the Executive Meeting in January in his absence.

Witek introduced Tom Fletcher from Lisbon Seward Fire District, who has been voted as an alternate for Lisbon Seward Fire District. Fletcher gave a brief introduction.

Witek called for Correspondence. None

Witek called for a motion to approve the January 24th, 2013 meeting minutes. Spears made a motion to approve the minutes, seconded by Johnson. All members present voted aye. Motion carried. Witek stated the minutes from the Operations Board and Finance Board are contained in the packet behind the minutes for the Executive Board for information purposes.

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

Operation Bills- Witek called for a motion to pay the Operations Bills in the amount of $188,886.68. Spears made a motion to pay the bills in the amount of $188,886.68 as presented by the Finance Committee, seconded by Gilmour. Witek mentioned that the Kendall County Treasurer has begun to invoice KenCom monthly for IMRF, medical, and dental benefits which are reflected in the total amount. Discussion Ensued. A roll call vote was taken with all twelve members voting aye. Motion carried.
Surcharge Bills- Witek called for a motion to pay the Surcharge Bills. L. Nelson reviewed the bills to be paid from February 2013. Nelson stated the final payout to A Beep was paid in the amount of $404,982.42. L. Nelson stated A Beep came out to KenCom to discuss the radio problems and the lack of coverage inside of buildings on the fire side. A Beep and Mike Hitzemann set up a test procedure to be done. L. Nelson stated Hitzemann is going to give three locations inside of buildings to be tested. L. Nelson also stated KenCom is going to also check the transmitter output powers. L. Nelson stated this will give KenCom a basis to start at. Discussion Ensued. Witek mentioned that the MABAS Division 14 meeting was the night before and there was considerable discussion about the radio system. Witek stated Sandwich Fire District is very concerned about the coverage in Valley West Hospital and since they do not have a seat at the Executive table, Witek would make sure to forward on the concern. Witek stated they are not getting reception and are off the air inside the hospital which is a concern because they are a single ambulance organization. Discussion Ensued. L Nelson and Farris agreed to look into the problem. Neitzer stated that Oswego Fire Department has such bad reception that the Oswego Fire Department has hired an outside company to do an independent study on the coverage for the Oswego Fire District. Neitzer stated he would share the report when completed. Discussion Ensued. Farris stated the vendor A Beep has been very responsive to try to make sure the problems are getting resolved. Johnson made a motion to pay the surcharge bills presented for payment on February 2013 in the amount of $438,076 as presented by the Finance Committee, seconded by Spears. A roll call vote was taken with eleven members voting aye, with Mulliner voting nay. Motion carried 11-1.

Equipment Purchases- Farris reviewed the anticipated expenses in the amount of $5,225.00, as requested by the Finance Committee. The equipment expenses are as follows: Licensing for a VHF repeater pair for Fire Admin use in the amount of $1500, Replacement headsets for dispatchers in the amount of $525, Additional countertop for BK fire consoles in the amount of $1000, and Closing expenses for the Newark Tower property in the amount of $2200. L. Nelson made a motion to approve the equipment expenses not to exceed $5,225.00, seconded by Mulliner. Discussion Ensued. A roll call vote was taken with all twelve members voting aye. Motion carried.

Witek called for Old Business:
Project Update- Farris reviewed the project payment schedule. Witek mentioned many items are being closed out. Farris stated he is still holding the final payment for Intrado, and partial payment for Word Systems until problems are resolved. Farris mentioned beginning March he will only be including the summary page for the board to review since many of the projects are closed.

Emergency Notification System- Witek stated the Executive Board is treating this like an Adhoc expense which was not part of the original budget. Koster stated this is for the Everbridge system and the annual cost is $25,480.00 for the unlimited annual use which was recommended by the Operations Board. Witek asked for a motion to approve the purchase of the Everbridge System. Mulliner made a motion to approve the $25,480.00 for the unlimited annual purchase of the Everbridge System subject to attorney review, seconded by Spears. Discussion Ensued. Farris commented that the Everbridge System is to be controlled by each individual agency, not
at KenCom. He stated KenCom will provide the 911 database but does not have the staffing to operate the system other than providing emergency notifications. A roll call was taken with all twelve members present voting aye. Motion carried. Witek mentioned he is happy the motion passed and he believes this system will be great. Witek also thanked Chief Koster for all of his hard work researching for the best option. Nelson stated all of the bills will be sent out right away with a June 1st, 2013 due date and the board concurred.

Collective Bargaining- Witek stated until an agreement is reached between the FOP and the County Board all the work being done in collective bargaining is stalled.

Montgomery- L. Nelson stated since Sugar Grove left Montgomery Dispatch, Montgomery has been looking for a new dispatch center to join. L. Nelson and Witek met with Montgomery and worked out the cost of $219,000 per year which adjusts upward for inflation each year with a five year contract. L. Nelson stated after the first three years either party can give the other two years notice to get out. L. Nelson stated Montgomery went forward to their city council with the recommendation of Montgomery’s police chief and city manager to move forward with KenCom. L. Nelson stated Montgomery is ready to enter into a contract for contractual services with KenCom. L. Nelson also mentioned the possibility of KenCom gaining Montgomery Fire District, Aurora Township Fire District, and Waubonsee College is good. L. Nelson stated after talking with staff, with the additional workload from Montgomery that the police radio frequencies would need to be split into two channels. L. Nelson stated in order to split the policy radio frequencies 24/7, KenCom would need to bring on two additional dispatchers. Discussion ensued. Gail Johnson left at 6:26. L. Nelson made a motion to allow the Finance Committee to put together a contract that would be mutually agreeable and bring back to the Executive Board for approval, seconded by Neitzer. Discussion ensued. L. Nelson stated Montgomery will be responsible for the cost of maintaining their towers. Witek stated the agreement of the contract with Montgomery is for 911 calls and CAD tickets only. L. Nelson stated that Montgomery is a contractual service and will not have a seat on the Executive Board, but will have a seat on the Operations Board. Witek stated that the fire agencies unanimously would be against accepting Montgomery if this would cause a delay in finishing the box cards. A roll call was taken with all members voting aye, motion carried.

L. Nelson asked for a consensus from the Executive Board to give the Finance Committee the authority to work out agreements with Montgomery Fire, Aurora Township, and Waubonsee Community College Police. The board concurred.

Formal Reviews of KenCom Management- Farris stated he provided Gail Johnson with information to review and are going to meet again to discuss.

Other Old business- No Action

Witek called for New Business:
Review of Executive Session Meeting Minutes- Farris stated a list of the closed session executive meeting minutes is included in the packet. The closed session minutes all deal with personnel or negotiation matters. Farris stated it is KenCom’s recommendation to keep the closed session minutes closed, and they will be available if any board member would like to
review them. Neitzer made a motion to keep the executive closed session minutes closed, seconded by Dickson. All members present voting aye. Motion carried.

Other New business- No Action

Witek called for the Director’s Report. Farris stated Bristol Kendall Fire has completed the backup center renovations, and installation of all the equipment should be completed within the next 30 days. Farris stated the second floor KenCom has been striped for all equipment with the exception of the siren controller. Farris stated on February 4th the 9-1-1 call boxes were tested. Farris stated the newsletter is attached and wireless 9-1-1 statistics for the month of January 2013 represented 71% of calls received.

Witek stated the next meeting is scheduled for March 28th, 2013 at 5:30 p.m. in the same room.

Spears made a motion to adjourn the meeting, seconded by Neitzer. All members present voted aye. Motion carried. The meeting was adjourned at 6:50 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Richard Randall
Secretary