Minutes of the Executive Board Meeting
Held Thursday, March 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; Dick Kuhn, Oswego Fire District; Floyd Dierzen, Newark Fire Department; Jim Horton, Lisbon Seward Fire District; Larry Nelson, Member At Large; Rose Spears, City of Yorkville; and Scott Mulliner, City of Plano.

Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Rick Neitzer, Oswego Fire District; Dwight Baird, Oswego Police Department.

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

Witek called for a motion to approve the agenda. Dickson made the motion, seconded by L Nelson. 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 February 28th, 2013 meeting minutes. Koster made a motion to approve the minutes, seconded by Spears. 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 of the Executive Board for information purposes.

Witek called for the Finance Committee Report:
L Nelson stated all members received a copy of the bills to be paid in March via email before the Finance Meeting in March.

Treasurers Report- Witek asked Koster to review the February 2013 Treasurer’s Report. Koster stated after a discussion at the finance committee, the finance committee has directed a change in the report. Koster stated instead of putting reserve funds on the report, it has been changed to capital funds available. Koster stated this helps to clarify that these funds are for capital expenditures and projects. Koster reviewed the Treasurer’s Report. Dickson made a motion to approve the Treasurer’s Report, seconded by Kuhn. All members voted aye. Motion carried.

Accounts Receivable- L Nelson reviewed the new report to the Executive Board. L Nelson stated this report was created to keep the Finance and Executive Board updated on all new money in, bills received, and money owed. L Nelson stated this new report will be included monthly in the packet emailed and a hard copy at the meeting.
Operation Bills- Farris reviewed the operation bills to be paid. Witek asked the board if the Executive Board was going to continue making a motion to approve the bills or will that be done at the Finance Committee meeting. Discussion Ensued. The board agreed to continue making a final approval to pay the bills at the Executive Meeting. Witek called for a motion to pay the Operations Bills in the amount of $105,201.91. Gilmour made a motion to pay the bills for March 2013 in the amount of $105,201.91 as presented by the Finance Committee, seconded by Koster. A roll call vote was taken with all eleven members voting aye. Motion carried.

Surcharge Bills- Witek called for a motion to pay the Surcharge Bills in the amount of $36,166.63. Nelson made a motion to pay the surcharge bills presented for payment for March 2013 in the amount of $36,166.63 as presented by the Finance Committee, seconded by Spears. Farris reviewed the bills to be paid from March 2013. A roll call vote was taken with all eleven members voting aye. Motion carried.

Equipment Purchases- Farris reviewed the anticipated expenses in the amount of $6,810.00, as requested by the Finance Committee. The equipment expenses are as follows: Licensing corrections for tower sites for the amount of $3,560.00, Ethernet time server and Fiber modules for 9-1-1 phone system in the amount of $750.00, and UPS batteries for BK Fire in the amount of $2,500.00. Farris stated the UPS was donated by Kendall County, and the expense of $2,500.00 would only be for the purchase of the batteries. Gilmour made a motion to approve the equipment expenses not to exceed $6,810.00, seconded by Dickson. Discussion Ensued. A roll call vote was taken with all eleven members voting aye. Motion carried.

Witek called for Old Business:
Project Update- Farris reviewed the project payment summary and the BK Fire payment schedule. Farris stated the phone systems have been fixed by the vendor and the final payout will be in April. Farris stated he is still holding half of the payout on the recording system until the revamping of the issues is resolved. Farris reviewed the progress of the backup center at BK Fire.

Radio System- Farris reviewed maps of the county showing the good and bad coverage areas which were the findings of the study conducted by the vendor A Beep. Farris stated they went back and looked at the fire radio system as it was built, for coverage issues for talk in and talk out. Farris stated moving the radio tower in Oswego to Oswego Fire Station 3 has caused problems with the radio system on the east side of the county. Farris reviewed his findings on possible solutions to fill in the radio issues on the east side of the county and at Copley Hospital. Farris stated there is an opportunity to add another transmit site at Rt 34 and Hill Ave on the water tower. Farris also stated he had looked at predictions of the receiving of calls if the extra transmit site is added. Witek stated there are no known black out areas in the county and there never have been. Witek stated there has never been an issue with the mobile/vehicle coverage in or out anywhere in the county. Witek stated the issue is with the portable radios and they are not always reaching a listening site which gives either no or weak coverage. Discussion Ensued. L Nelson stated there has been some concern with Newark that they are not hearing Oswego as well as they used to. Nelson stated that is not necessarily an issue with the radio system in Newark, but Newark needs to concentrate on how well they are transmitting when they are talking to KenCom on the portables and report any issues. Discussion Ensued. Neitzer handed
out and reviewed information from a study that was conducted by an outside company paid by Oswego Fire District in regards to the radio coverage issues in the county. Neitzer reviewed the study and its findings that show the difference of the amount of coverage that is lost on the handheld portables when an individual walks into a house, small building, or deep into a structure. Neitzer stated the study shows the county is not getting the coverage they need and he believes that with the leadership of the Executive Board the problems will be resolved in a timely manner.

Discussion Ensued. L Nelson reviewed options for possible receive sites to help solve the portable issues. Discussion Ensued. Neitzer stated he is pleased that the board is sitting down and discussing the issues with the radio system and everyone is committed to fixing the problem. Neitzer asked now that the problems have been found, what is the next step in the resolution? Witek mentioned a possible plan that states we get drawings from the current vendor, and have them cross compared to the drawings Neitzer had done with an outside company. After this has been done, a solution needs to be figured throughout the county and have the drawings redone with the after images. Witek stated at that point a pricing can be done of the equipment and a suggested rollout plan. Discussion Ensued. L Nelson stated there are many steps that need to be taken in the decision of adding new receive sites. L Nelson made a motion to reimburse the Oswego Fire District in the amount of $500 for the study Neitzer had done and add an additional $1,500 for an updated study to be completed with solutions, seconded by Mulliner. Discussion. A roll call was taken with all eleven members voting aye. Motion Carried. Witek and Neitzer stated there are some challenges with the radio system to overcome but are pleased with the progress that is being made. Witek stated the study that is going to be conducted will include all districts.

Montgomery Police- L. Nelson stated the agreement is getting put together and Montgomery should have the completed agreement within the next couple of weeks. No problems are arising at this point.

Formal Reviews of KenCom Management- No Action

Other Old business- No Action

Witek called for New Business:
Montgomery/Countryside Fire District and Aurora Township Fire District- Witek stated that Montgomery/Countryside Fire District and Aurora Township Fire District have approached KenCom and are interested in coming to KenCom. Witek stated they just received their 120 day disconnect notice. Witek stated the dollar amount for them to come to KenCom has not been calculated at this point. L Nelson stated the mapping for Kendall County Fire Districts will be completed before the starting of this project. Discussion Ensued.

Other New business- No Action

Closed Session- No Action

Report of the Operations Board Chair- Witek stated he has been working on improving the relationship between the Executive Board and the Operations Board. There were some communication issues with the way the radio project is being handled and the way the bills are
being paid and cycled and other procedural issues. Witek stated himself and L Nelson are going
to attend the next Operation Board meeting in April and make sure they understand that
everyone wants both committees to have good communication. Witek also stated the by-laws of
the operation board call for the president to attend the Executive meeting to help with
communication between the two boards. Discussion ensued.

Witek called for the Director’s Report. Farris stated Verizon Wireless, T-Mobile, and Cricket
Wireless have completed deployment of Phase 2 service to Kencom. Discussion Ensued. Farris
stated the installation of the new virtual siren controller is now complete, and as soon as it is
verified working, the old controller that remains on the second floor will be removed and put at
the BK backup center. Farris stated that staff continues to work on the re-installation of the
communications equipment at the backup 9-1-1 center and anticipated completion by the end of
March. Farris stated staff continues to work with the radio vendor to assess coverage issues.
Farris stated the telephone equipment vendors have fixed an issue of transferring calls internally.
Farris stated staff is assessing the potential of receiving text to 9-1-1 calls, and continue to work
with Word Systems on issues with the telephone recording equipment. Farris stated staff
continues to work with the Village of Montgomery Police regarding the potential of extending
service to several entities. Farris stated the newsletter is attached and wireless 9-1-1 statistics for
the month of February 2013 represented 72% of calls received.

Witek stated the next meeting is scheduled for April 25th, 2013 at 5:30 p.m. in the same room.

D Nelson made a motion to adjourn the meeting, seconded by Dickson. All members present
voted aye. Motion carried. The meeting was adjourned at 7:11 p.m.

Meeting recorded by Lynette Bergeron.

Respectfully Submitted,

Richard Randall
Secretary