Minutes of the Executive Board Meeting  
Held Thursday, April 25th, 2013  
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>
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<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>
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<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>
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<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>NFD</td>
<td></td>
<td></td>
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<tr>
<td>Don Brummel/Greg Witek</td>
<td>LRFFD</td>
<td></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 Leclerq</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>
</tr>
</tbody>
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Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Recording Secretary; Nick Sikora, Operations Board Chairman; Judy Sollinger, Village of Oswego.

Greg Witek called the meeting to order and requested a roll call of the membership. Nine 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 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 March 28, 2013 meeting minutes. Gilmour made a motion to approve the minutes, seconded by D Nelson. 8 members voted aye, Randall voted nay. 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 March 2013 Treasurer’s Report. L Nelson reviewed the Treasurer’s Report. Randall made a motion to approve the Treasurer’s Report, seconded by Gilmour. All members voted aye. Motion carried.

Operation Bills- L Nelson reviewed the paid Operation bills. Witek called for a motion to approve the paid Operations Bills. Randall made a motion to approve the paid April 2013 Operation Bills in the amount of $155,832.42 as presented by the Finance Committee, seconded by McCarty. A roll call vote was taken with all nine members voting aye. Motion carried.
Surcharge Bills- Witek called for a motion to approve the paid Surcharge Bills in the amount of $42,927.78. Neitzer made a motion to approve the paid Surcharge bills presented for payment for April 2013 in the amount of $42,927.78 as presented by the Finance Committee, seconded by McCarty. Farris reviewed the bills to be paid from April 2013. A roll call vote was taken with all nine members voting aye. Motion carried.

Equipment Purchases- Farris reviewed the anticipated expenses in the amount of $9,359.06, as requested by the Finance Committee. The equipment expenses are as follows: 5 Iron Horse 4000 Series 24/7 Dispatch Chairs in the amount of $8,100.00, APCO Fire Instructor Course in the amount of $900.00, and a Replacement Laser Printer for BK Backup Center in the amount of $359.06. Thompson made a motion to approve the equipment expenses not to exceed $9,359.06, seconded by Randall. Discussion Ensued. A roll call vote was taken with all nine 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 KenCom is still waiting on a software update on the recording system which Farris hopes to have in the next ten days. Farris stated the BK backup center is mostly completed and fully operational.

Radio System- L Nelson stated that KenCom reimbursed Oswego Fire District for the radio coverage study they had completed. Witek asked for an update on the radio system since the last Executive meeting. L Nelson stated they have been looking for another tower location to improve the coverage on the Northeast side of the County. L Nelson stated after looking at many locations they decided the best location for a new tower site would be the water tower in Montgomery at Route 30 and Route 34 and would like to move forward in testing the site to see if coverage is increased. L Nelson stated using the Montgomery water tower is contingent on signing a contract with Montgomery to come into KenCom. Discussion Ensued. L Nelson showed the board an engineering study he created to show the increase of coverage with adding the new water tower site. Discussion Ensued. L Nelson stated in order to get the water tower up and running it will cost approximately $34,000. L Nelson stated that out of the $34,000, the amount of risk taken is $9,000, if it is discovered that the coverage has not improved. The remaining amount in parts is necessary in bringing on Montgomery, if they use the water tower or not. L Nelson stated if the Route 30/34 water tower does turn out to have better coverage, he plans on moving the police and fire channels from the Oswego Fire station three tower over to the new tower. L Nelson stated Oswego Fire station three would just remain a receive site. Discussion Ensued. L Nelson stated he is also looking into different options to improve the coverage for Sandwich Fire District. Witek stated they are working on the coverage problems in sequence and addressing Oswego first because they have the highest call volume and the most acute problem and then working all the way through to address each agency with coverage issues. Discussion Ensued. Randall made a motion to approve the test project in the amount of $37,500, seconded by Neitzer. A roll call was taken with all nine members present voting aye. Motion carried. L Nelson stated if the experiment is a success he will be back to the board with a build out plan. Witek thanked Larry Nelson for all of the donated time he has given in order to solve the radio coverage issues.
Montgomery Police- L Nelson handed out an agreement that had been prepared for the Village of Montgomery and asked the board to review. L Nelson stated the agreement did go to the Finance Committee and any questions or concerns were incorporated in the information handed out. L Nelson stated he would like to present the agreement to the Village of Montgomery to sign. L Nelson made a motion to present the agreement to Montgomery Police, seconded by Randall. Discussion Ensued. All members present voted aye. Motion carried.

Montgomery Countryside Fire District & Aurora Township- L Nelson stated once the Village of Montgomery has signed, he plans on sending off the same agreement to Montgomery Countryside and Aurora Township Fire Districts.

Formal Reviews of KenCom Management- Gail Johnson and Dave Farris are in the process of working on the formal reviews of KenCom Management. Farris stated they have a meeting scheduled to discuss more details.

Other Old business- No Action

Witek called for New Business:
Other New business- L Nelson mentioned now that KenCom is an independent agency, the complexity of the board slightly changes. L Nelson stated all members that sit on the Executive Board are subject to the Economic Interest Statement. L Nelson stated all members must file the statement by May 1st, 2013 with the Kendall County Clerk’s office. Gilmour stated that the form must be filled out completely, and to put n/a in any field that does not apply. L Nelson stated that he asked Farris and Bergeron to also fill out the Economic Interest Statement because they are department heads and can make final decisions. Farris stated their forms have already been filed. L Nelson also stated it was determined that the members of the Operations Board should also fill out and file the Economic Interest Statement.

Closed Session- No Action

Report of the Operations Board Chair- Nick Sikora stated that the first implementation meeting for the EverBridge training is on April 26th. Sikora stated it is a webinar format that starts at 12:00 with the implementation representative from EverBridge. Sikora stated the training will take approximately 45 minutes and the process that each agency must accomplish will be reviewed. Sikora stated the second and third meetings will explain how to begin building and implementing the system to start going live. Sikora stated there are no anticipated delays, so as soon as the group meets they can begin moving forward. Sikora stated the Operations Board meetings have been moved from the second Wednesday of each month to the Wednesday preceding the 3rd Thursday of each month. Sikora stated the reason for the meeting change is so the Operations Board can review all bills to be paid prior to the Finance meeting. Sikora stated the Operations Board went over the reviewing and authorizing of the bills for payment, and will be going back to what the IGA had originally included and will continue to do so in the future. Sikora stated that the Operations Board has established an Adhoc committee which will work on the implementation aspect of Montgomery Police Department, Montgomery Countryside Fire District, and Aurora Township Fire District. Sikora stated members of the Adhoc Committee are as follows: Lieutenant Jonathan Whowell, Plano Police Department; Chief Mike Hitzemann,
Bristol Kendall Fire District; Chief Deputy Scott Koster, Kendall County Sheriff’s Office; Assistant Chief Josh Flanders, Oswego Fire District. Sikora thanked L Nelson and Witek for coming to the Operations Board and straightening out the lack of communication between the Operation and Executive Boards.

Witek called for the Director’s Report. Farris stated on Thursday, April 18th, Kendall County experienced heavy rain and severe flooding. The dispatch staff handled 317 9-1-1 calls, 512 calls on seven digit phone lines and created 95 Fire and 293 Police CAD Tickets. Farris stated Lynette and Staff should be commended for a job well done. Farris stated the week of April 14th through the 20th was National Public Safety Telecommunications Week, and many activities were planned and celebrated. Farris stated the new virtual siren controller was tested and is now complete, and the existing one will be moved to the backup center. Farris stated the Backup 9-1-1 Center renovations are nearly complete, and is operational. Bergeron stated she would like to congratulate Dianne Vaillancourt who received Telecommunicator of the year. Farris stated the newsletter is attached and wireless 9-1-1 statistics for the month of March 2013 represented 75% of calls received.

Witek stated the next meeting is scheduled for May 23rd, 2013 at 5:30 p.m. in the same room.

Randall made a motion to adjourn the meeting, seconded by D Nelson. All members present voted aye. Motion carried. The meeting was adjourned at 6:49 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Richard Randall
Secretary