Minutes of the Executive Board Meeting  
Held Thursday, July 23rd, 2015  
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>Dwight Baird/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/Michael Hitzemann</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 Drummel/Greg Witek</td>
<td>LRFFD</td>
<td></td>
<td>X</td>
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<tr>
<td>Gary Golinski/Chris Funkhouser</td>
<td>City of Yorkville</td>
<td></td>
<td>X</td>
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<tr>
<td>Gail Johnson/Brian Leelers</td>
<td>Village of Oswego</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Bob Hausler/Scott Mulliner</td>
<td>City of Plano</td>
<td></td>
<td>X</td>
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</tbody>
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Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Josh Flanders, Oswego Fire District; Scott Koster, Kendall County Sheriff’s Department (left at 6:21 p.m.).

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. L. Nelson made the motion to approve the amended agenda moving item 12 (Closed Session) and 13 (Action after Closed Session) under 6 (Approval of Executive Board Minutes, seconded by Mulliner. All members present voting aye. Motion carried.

Witek called for Public Comment – None

Witek called for Correspondence – Witek stated he received a letter from the Kendall County Board noting the approval of the changes requested by the Oswego Fire Department the KenCom Executive Board putting Mike Vesseling as the Primary Member, and Dick Kuhn as the Alternate Member. Witek stated he also has a resignation letter from Director Dave Farris effective August 18th, with a last day in the office July 31st. Witek read Director Farris’s resignation letter to the board.

Witek called for a motion to approve the June 25th, 2015 meeting minutes. Gilmour made a motion to approve the minutes, seconded by Baird. All members present voted aye. Motion carried. Witek stated the Operations Board, Personnel Committee and Finance Committee minutes are contained in the packet for informational purposes.

Closed Session – L. Nelson made a motion to move into closed session for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1), and the Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, seconded by Johnson.
A roll call vote was taken with all eleven members voting aye. Motion carried. Closed session began at 5:35 p.m. Dave Farris and Bonnie Walters were not present during closed session.

Open session resumed at 6:07 p.m. All members are present as before closed session. Dave Farris and Bonnie Walters joined the meeting.

No action after closed session.

Witek called for the Standing Committee Reports:
Treasurers Report – Koster reviewed the Treasurer’s Report. D. Nelson made a motion to approve the June 2015 Treasurer’s Reports as submitted, seconded by Johnson. Discussion ensued. All members present voting aye. Motion carried.

Operation Bills – L. Nelson made a motion to approve the June 23rd, 2015 bills for payment in the amount of $138.46, seconded by Kuhn. Discussion ensued. A roll call was taken with all eleven members present voting aye. Motion carried.

Surcharge Bills – L. Nelson made a motion to approve the June 23rd, 2015 bills for payment in the amount of $6,161.27, seconded by Johnson. Discussion ensued. A roll call was taken with all eleven members present voting aye. Motion carried.

Witek reviewed the Accounts Receivables report contained in the packet.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – Flanders mentioned there has been discussion on a new CAD vendor, and would like to organize a new plan to move forward evaluating different CAD vendors. Flanders stated the RFP for an outside radio vendor was also discussed. Flanders stated Radacom has been in contact with him, and has sent over a quote that will be discussed at the August Operations Board meeting.

Report of the Personnel Committee – No Report

Witek called for the Special Committee Reports:
By-Laws Committee Report – No Report

Witek called for Old Business:
KenCom/Kane County Agreement – L. Nelson gave an update on the KenCom/Kane County Agreement. L. Nelson stated the Kane County Agreement is completed and should be signed by Kane County. L. Nelson stated he is waiting for the signed agreement back from Kane County, and also a confirmation from the Village of Montgomery that they are happy with the agreement that was signed. Once agreed by all, the KenCom Executive Board Chair will sign the agreement. Discussion ensued.

KenCom/TriCom Backup Agreement – L. Nelson stated there is a meeting setup next week with Naperville Dispatch to use them as KenCom’s backup. L. Nelson stated there has not been an agreement done, only currently in discussions with Naperville.
Village of Somonauk – L. Nelson stated the agreement has been voted on by the Village of Somonauk, and will bring it to the meeting next month. L. Nelson stated it is still in motion and that they need to work with the phone company (Frontier) for rerouting the calls through A&T. L. Nelson stated Witek had an inquiry from the Somonauk Fire Department for dispatch services, and Witek talked to them and said we are not doing anything at this time. L. Nelson also noted there was a rumor that Witek and he had also talked to Waterman, Shabbona, and Hinckley Police, and that is not true (no discussions have occurred). L. Nelson stated the state has now signed a new law that there is going to be a massive consolidation across the state of telephone boards and 911 centers. Discussion ensued.

RFP for Outside Radio Consultant – No Report

Discussion of Mission Statement – No Report

Any Other Old Business – No Report

Witek called for New Business:
Acting Director – Johnson made a motion to appoint Lynette Bergeron Acting Director effective August 1, 2015, with a stipend of $1000 per month for a term not to exceed six months, seconded by Gilmour. A roll call was taken with all eleven members present voting aye. Motion carried.

Alternate Staffing Plans/Budgeted personnel line items – L. Nelson noted Bergeron, as the new Acting Director, can rearrange the Operations of KenCom to accommodate her as acting director, and can rearrange the administrative salaries as needed as long as it does not exceed the budget. Bergeron stated her intention is to move Jennifer Stein into a full time position as the Lead Supervisor, and Bonnie Walters to 30 hours, and to look for a part time position not to exceed 15 hours per week.

Other Business from the floor – None

Directors Report – Farris gave a report of Personnel as follows: One dispatcher failed to successfully complete training. One dispatcher with less than one year experience resigned effective July 21, 2015, however will remain on a temporary part-time status. One dispatcher with 24 years of service resigned. One trainee resigned effective July 17, 2015. One Supervisor position remains unfilled. One dispatcher will begin taking FMLA on July 21, 2015 and a second will begin taking FLMA on August 21, 2015. Two trainees remain in training. Staff will be interviewing potential candidates for dispatcher positions later this week. Informational Purpose as follows: Miner Electronics was called to check on an issue with Fire 1 again. KenCom experienced a problem with Mobile CAD system. It appears that one or more computers used in the field for Mobile CAD may have a virus or malware infection. Staff is working with the State and users to identify the offending computers as of the writing of this report. Staff met with the Isidore Group to map out KenCom’s computer environment to develop a quote for support services. There was a failure with the audio recording system on June 26 around 11p.m. to June 27 around 11 a.m. where the server locked up, and it continued to record radio traffic but no phone calls. During this time period we have no recordings for 911 phone calls. Farris stated the June statistics are in the packet for review, and the wireless 9-1-1 represent 78% of calls received.

Witek thanked Director Farris for all of his accomplishments at KenCom, and for preparing Bergeron with knowledge she needs to be Acting Director, and wished him best of luck.

The next scheduled Executive Board Meeting is Thursday, August 27th, 2015 at 5:30 p.m.
Baird made a motion to adjourn the meeting, seconded by Gilmour. All members present voted aye. Motion carried. The meeting was adjourned at 6:37 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary