Minutes of the Executive Board Meeting  
Held Thursday, August 28th, 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>X</td>
<td></td>
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<tr>
<td>Richard Randall/Scott Koster</td>
<td>KCSO</td>
<td>X</td>
<td></td>
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<tr>
<td>Floyd Dierzen/David Thompson</td>
<td>Newark Fire District</td>
<td>X</td>
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<tr>
<td>Richard Dickson/Michael Hitzemann</td>
<td>BKFD</td>
<td>X</td>
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<tr>
<td>Darald Nelson/Jim Davis</td>
<td>Village of Newark</td>
<td>X</td>
<td></td>
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<tr>
<td>Dick Kuhn/Rick Neitzer</td>
<td>Oswego Fire District</td>
<td>X</td>
<td></td>
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<tr>
<td>Jim Horton/Tom Fletcher</td>
<td>Lisbon Seward FD</td>
<td>X</td>
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<tr>
<td>Larry Nelson</td>
<td>Member at Large</td>
<td>X</td>
<td></td>
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<tr>
<td>Don Brummel/Greg Witek</td>
<td>LRFFD</td>
<td>X</td>
<td></td>
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<td>Gary Golinski/Chris Funkhouser</td>
<td>City of Yorkville</td>
<td>X</td>
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<tr>
<td>Gail Johnson/Brian Leclerc</td>
<td>Village of Oswego</td>
<td>X</td>
<td></td>
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<tr>
<td>Bob Hausler/Scott Mulliner</td>
<td>City of Plano</td>
<td>X</td>
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Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; James Jensen, Oswego Police Department.

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. Gilmour made the motion to approve the agenda as presented, 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 May 22nd, 2014 meeting minutes. Gilmour made a motion to approve the minutes, seconded by Randall. All members present voted aye. Motion carried. Witek stated the minutes from the May, June, and July Finance and Operations Board meetings are contained in the packet for informational purposes.

Witek called for the Finance Committee Report:  
Treasurers Report- Witek reviewed the May 2014, June 2014, and July 2014 Treasurer’s Reports. L. Nelson made a motion to approve the Treasurer’s Report, seconded by Hitzemann. Discussion. All members present voted aye. Motion carried.

Report of the Executive Board Chair: None

Report of the Operations Board Chair- Witek mentioned there have been many different changes done to open up communication between the Operations Board and the Finance Committee and to bring the two boards together. Hitzemann stated he does agree it is going in the right direction to create open communication.
Witek called for Old Business:
Radio System- Phase 2 Upgrade- Farris reviewed the radio system upgrade. Farris stated he will be going through all the sites and do a complete review of the equipment. Farris stated it is all installed and working other than some minor problems so they will do a close out of all the sites and then begin working on the next phase. Witek stated they (the individuals who designed the equipment, and staff) believe the components that were purchased are operating the way they believe they should operate. Witek stated problems that may still exist are because the system has soft spots and everyone will work together to find the soft spots and improve them. Farris stated the next step is Phase 3 which is to identify areas that need additional receive sites.
Discussion ensued. Witek summarized the conversation that as a group they will always be working to improve the system but it will always be a work in progress as technology changes. Neitzer mentioned he is happy that they are doing a final sweep of Phase 2 and that they are going to find and identify weak areas for Phase 3. Neitzer also mentioned the Kendall County Fire Chiefs meet monthly and a topic that was discussed at the last meeting was that after KenCom gets their final sweep done they would like to bring in a qualified outside company to validate the system. Discussion ensued.

KenCom/Kane County Agreement- No Action

KenCom/TriCom Backup Agreement- No Action

Executive Bylaws- No Action.

Formal Reviews of KenCom Management- Johnson stated the job descriptions for the Assistant Director and Director have been updated, and she handed them out for everyone to take with them and review and send any comments back. Witek stated they are actively soliciting ideas on how to streamline who the Director reports to as a management role. Discussion ensued. After discussion, Johnson mentioned the next step is to look at how to actually do reviews for the non bargaining unit employees (pros and cons of different types of reviews).

Lease for Plainfield Water Tower – L. Nelson stated the lease has been signed and are waiting to receive the original signed lease.

Minooka Police- L. Nelson stated Minooka had signed a three year agreement with Grundy County. Witek stated Minooka Police can be removed from the agenda for next month.

Somonauk Police Update- L. Nelson stated the drafted contract is going through their committee structure and is still actively in play.

Anti-Harassment Training- L. Nelson stated the Gilmour tried to arrange for KenCom to work with the States Attorney’s office to get the training done and Lynette had sent over a request to schedule training, and everything had fallen apart. Witek read an email that was sent over from the States Attorney office and the concerns they had. Discussion ensued. After a lengthy discussion, Bergeron is going to send over the approved minutes to the State’s Attorney’s office with the formal approval for the training that was directed from the Executive Board.

Other Old business- No Action
Witek called for New Business:
Appointments- Witek stated the individual entities submit their requests to the County Board for approval which they have done. The County Board Chairman has approved the request that Bristol Kendall made for Chief Mike Hitzemann to be an alternate member on the Executive Board and Chief Michael Kalina to be an alternate member on the Operations Board. Neitzer made a motion to approve the appointment of Battalion Chief Michael Kalina, Bristol Kendall Fire District, as an alternate member on the Operations Board, seconded by Johnson. Bergeron mentioned Tim Fairfield is moving from the alternate to the primary for Bristol Kendall Fire on the Operations Board. All members present voted aye. Motion carried.

L. Nelson made a motion to appoint Chief Tom Meyers, Montgomery Countryside Fire District, as a member on the Finance Committee, seconded by Randall. All members present voted aye. Motion carried.

KenCom’s Human Resource Attorney- L. Nelson made a motion to formally retain Marji Swanson (Mahoney, Silverman & Cross, LLC) as KenCom’s Human Resource Attorney with an hourly rate of $195, seconded by Neitzer. Discussion ensued. All members present voted aye. Motion carried.

Review and approve a three year auditor- Witek mentioned that the County Board put out for a bid to check prices and for good management practices have chosen a different firm. Witek stated the KenCom Finance Committee discussed and has recommended to the Executive Board a proposal to approve a three year contract to audit with Mack & Associates. Discussion ensued. L. Nelson made a motion to approve a three year auditor contract with Mack and Associates in the amount of $3,950(2014), $4,070(2015), and $4,190(2016), seconded by Neitzer. A roll call was taken with all members present voting aye. Motion carried.

Phase 3 Radio Expansion Project- L. Nelson stated an item that is on the IGA with Montgomery Police Department to render services from them, is that they will supply at least $90-$100 thousand dollars of telephone board money from Kane County to expand the radio receive system in their area, which will help both the police and fire and surrounding towns that dispatch with KenCom. L. Nelson mentioned now that Phase 2 is coming to a close, he believes it is a good time to begin to look at receive sites in the Montgomery area. L. Nelson stated all of the equipment in the Montgomery area will be at their expense, but there are some things that need to be done for our locations which will incur additional costs of approximately $30,000. Discussions ensued. Hitzemann stated over the past year and a half there have been many fixes done for Montgomery Police in regards to the radio system and this new project also seems to be favoring Montgomery. Hitzemann stated one of the founding agencies (Bristol Kendall Fire) has identified weak spots and has a place to put a receive site (free of charge) and it is not being considered. Hitzemann agrees that the fix in Montgomery sounds like a good deal and agrees they need to proceed, but at some point the issues need to be addressed with the other founding agencies of this organization. L. Nelson stated there was an expansion on the Montgomery Water Tower, and at the same time they went to Grant Park Water Tower for improvements (transmit and receive sites), they stabilized the receive site on the south end of county, and the additional transmitters added to WSPY to solve the problems for Little Rock Fox Fire and Sandwich Fire. L. Nelson said they have been working on problems in the Montgomery area, but at the same time working on all the other locations. L. Nelson stated the radio issues for Bristol Kendall Fire were just discussed and they already have a spare receiver to put in the
Bristol Bay area and plan on installing that soon. Discussion ensued. After discussion, L. Nelson made a motion to move forward with the Phase 3 Radio Project (Montgomery) and direct staff to put it together and bring forward to the Finance Committee for approval, seconded by Neitzer. All members present voted aye. Motion carried.

Hiring Additional Staff- Farris reviewed the memo included in the packet for the recommendation for additional staff. Farris stated he is going to move forward to the Operations Board next month to recommend two full time dispatchers and a part time position (20 hours per week) for an operations support/training position. Discussion ensued. Jim Jensen stated this was brought to the Operations Board and it was stressed to each member on the board that this needs to be discussed with each one of their Executive Board members so they are all aware as to what is going on. Jensen also stated Farris needs to get the Operations Board more justification for the increase of staffing (including budget increases) before they bring forward to their Executive Board members.

Other business from the floor- No Action

Witek called for the Report of the Director- Farris stated he is leaving town and will be back September 14th. Farris stated the statistics are in the packet.

Closed Session- L. Nelson made a motion to move into closed session for the appointment, 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), seconded by Johnson. A roll call vote was taken with all ten members voting aye. Motion carried. Closed session began at 6:58 p.m.

Open session resumed at 7:24 p.m. All members are the same as before closed session with the exception of James Jensen, Richard Randall, Dave Farris, Lynette Bergeron, and Bonnie Walters.

Witek stated the next meeting is scheduled for September 25th, 2014 at 5:30 p.m. in the same room.

Johnson made a motion to adjourn the meeting, seconded by Gilmour. All members present voted aye. Motion carried. The meeting was adjourned at 7:29 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Richard Randall
Secretary