Minutes of the Executive Board Meeting  
Held Thursday, September 24th, 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>
</tr>
<tr>
<td>Richard Dickson/Michael Hitzemann</td>
<td>BKFD</td>
<td></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>Mike Vesseling/Dick Kuhn</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>Member at Large</td>
<td></td>
<td>X</td>
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<tr>
<td>Don Brummel/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 Leclerc</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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Others present were: Lynette Bergeron, Acting KenCom Director; Jen Stein, Acting KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Josh Flanders, Oswego Fire District.

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. Gilmour made the motion to approve the agenda, seconded by Koster. All members present voting aye. Motion carried.

Witek called for Public Comment – None

Witek called for Correspondence – Bergeron stated she received a letter from the Kendall County Board that the Village of Oswego has requested Gail Johnson to be the alternate and Joe West to be the primary for the Executive Board. Bergeron stated she received an email from Deputy Chief Nick Sikora from the Oswego Police Department recognizing the dispatchers who worked the night of the shooting in Oswego on a job well done. Sikora stated the professionalism that was shown by the team of dispatchers is to be commended and their efforts helped all the responding officers to go home safe. Bergeron stated she also had listened to the call and as the acting director of KenCom, the dispatchers did an excellent job on the incident. Witek stated the Personnel Committee has asked Bergeron and Stein to work on a merit award for KenCom Employees.

Witek called for a motion to approve the August 27th, 2015 meeting minutes. Koster made a motion to approve the minutes, seconded by Hitzemann. All members present voting aye. Motion carried. The August Operations, Personnel, and Finance minutes are contained in the packet for informational purposes.

Witek called for the Standing Committee Reports:  
Treasurers Report – L. Nelson made a motion to approve the August 2015 Treasurer’s Reports as submitted, seconded by D. Nelson. Bergeron noted due to the State of Illinois not passing a budget, wireless surcharge revenue will not be disbursed until the budget is passed. Bergeron stated in an email she received, St. Clair County is about to file a lawsuit with the State of Illinois to get their funds, and if they file it may affect all ETSB’s. Absent a budget being passed the options are to join St. Clair in their
lawsuit, file one separately or wait until the budget is passed. Bergeron stated she also received an article about the changes in the 9-1-1 law. Discussion ensued. All members present voting aye. Motion carried.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – Flanders noted a couple of months prior the Operations Board had expressed concern about on boarding additional agencies with the current environment (staffing shortage of four dispatchers). With the possible interest of Somonauk Fire, the Operations Board relooked at KenCom’s staffing, and since the current Director has made it a priority to fill the vacant positions, they are now in support of Somonauk Fire if they chose to come to KenCom.

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 stated the agreement has been signed by Kane County. L. Nelson stated Witek will sign the agreement once Montgomery Police Department receives the money from Kane County and are satisfied. Witek stated KenCom has done everything they could do to move the agreement along and any delay in the process has been by Kane County. The only delay by KenCom has been waiting to sign the agreement pending the Montgomery Police Department receiving the money that was agreed on between them and Kane County. Witek stated those funds will be used for infrastructure to expand the northwest side of the county to improve coverage.

Backup Agreement – Nelson stated himself and Bergeron had a meeting with Naperville, and they have in principle agreed to be KenCom’s backup. Nelson stated KenCom has to prepare the paperwork and it is subject to their attorneys review.

Village of Somonauk – Witek stated the agreement has been signed, and can remain on the agenda for a status update only. L. Nelson mentioned he is still working with the phone companies.

FY 2016 Budget Discussion – Witek noted the budget is being worked on between management and the Finance Committee.

Closed Session Review Policy – Koster made a motion to approve the new KenCom Closed Session Review Policy subject to attorney review, seconded by L. Nelson. Witek stated the policy has been written up with the advice from KenCom’s attorneys. Witek reviewed the new policy for discussion. Gilmour stated she has discussed this issue more than once with the State’s Attorney and they do not agree with the process KenCom is doing. According to the State’s Attorney’s office and state law, the executive session minutes should be reviewed by the board in Executive Session every six months. Witek stated KenCom’s attorney says the proposed policy and process being discussed constitutes a review of the closed session minutes. Discussion continued. After discussion eight members voted aye, and Gilmour voted nay. Motion carried.

Witek called for approval of the Closed Session Executive Minutes – Witek made a motion to approve the August 27th, 2015 Closed Session Executive Committee Meeting minutes but do not release with the typos corrected, seconded by Thompson. All members present voting aye. Motion carried.
Review of Closed Session Meeting Minutes – To be done in closed session.

Any Other Old Business – Bergeron gave an update that Somonauk Fire District are shopping and have requested that they go to their board meeting October 6th and present what KenCom has to offer and pricing.

Witek called for New Business:

Consent Agenda – Bergeron mentioned staff would like to change the current agenda to include a consent portion. After discussion, the Chairman asked staff to make a consent agenda and use as an experiment for a couple of months.

Aladtec Scheduling Software – Bergeron stated the Aladtec Software was presented to the Operations, Personnel, and Finance for approval to move forward to the Executive Board. Bergeron stated the software will save staff time and save in errors, and believes it is the right software for KenCom. Discussion ensued. Hitzemann made a motion to approve the Aladtec Scheduling Software for an annual amount not to exceed $2000.00, seconded by Vesseling. A roll call was taken with all nine members voting aye. Motion carried. Witek noted speaking for the board, they are pleased with the direction Bergeron and Stein are making to improve the operations of KenCom.

Somonauk Fire Department – Discussed in Old Business

Isidore Group IT – L. Nelson stated they have narrowed down an IT company that they believe will work for KenCom operations. The Isidore Group has been working with KenCom for about four years so they are familiar with their work. L. Nelson made a motion that staff, Witek and himself (Finance Chair) can negotiate and enter into a contract with the Isidore Group for IT consulting not to exceed $50,000, seconded by Vesseling. Discussion ensued. A roll call was taken with all nine members voting aye. Motion carried. Witek noted that this is one more item in the right direction of changes the Director and Assistant Director are making to improve KenCom.

Appointment – Witek approved the appointment of Dave Kellogg to replace Tom Cerney as the Operations Board Alternate Member for the Newark Fire Department.

Benefits for 30 hr Fixed Scheduled Employees – L. Nelson stated for a 30 hour a week fixed scheduled employees if approved would be offered benefits at a pro rata basis for vacation and sick leave. Bergeron reviewed he changes in the handbook. Discussion ensued. L. Nelson made a motion to provide benefits (sick and vacation leave) for 30 hour fixed scheduled employees subject to attorney approval of the handbook changes, seconded by Hitzemann. Discussion ensued. A roll call was taken with all nine members present voting aye. Motion carried.

Director and Assistant Director Job Descriptions – Defer to next month’s meeting.

Other Business from the floor – None

Directors Report – Bergeron gave a report of Personnel as follows: Four new dispatchers began employment on August 31, 2015. One Supervisor position remains open. A new Administrative Assistant was hired not to exceed 15 hours per week. Staff continues the online Ant-Harassment Training
and approximately 50% have completed the training. Annual review of the policy and procedures is being circulated to all staff. Bergeron stated the current policy and procedures are scattered in different locations, and herself and Stein have a three month goal to consolidate all those documents to one location the dispatchers can reference easily. Admin staff will be attending leadership training presented by Nathan Lee of the Denise Amber Lee Foundation on September 25, 2015. Informational as follows: Due to the State of Illinois not passing a budget, wireless surcharge revenue will not be disbursed until the budget is passed. Oswego Police invited the dispatchers who were working during the officer involved shooting to participate in debriefing. As of December 1, 2015 the Alerts will no longer be available and discontinued. Bergeron stated the August statistics are in the packet for review, and the wireless 9-1-1 represent 78% of calls received.

Closed Session – Koster 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 5 ILCS 120/2(c)(2), seconded by Hitzemann. A roll call vote was taken with all nine members voting aye. Motion carried. Closed session began at 6:47 p.m.

Open session resumed at 6:58 p.m. All members are present as before closed session.

No action after closed session.

Closed Session – Gilmour made a motion to move into closed session for the Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21), seconded by L. Nelson. A roll call vote was taken with all nine members voting aye. Motion carried. Closed session began at 7:00 p.m.

Open session resumed at 7:18 p.m. All members are present as before closed session.

No action after closed session.

The next scheduled Executive Board Meeting is Thursday, October 22nd, 2015 at 5:30 p.m.

Thompson made a motion to adjourn the meeting, seconded by L. Nelson. All members present voted aye. Motion carried. The meeting was adjourned at 7:19 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary