Minutes of the Executive Board Meeting  
Held Thursday, November 19th, 2015  
5:35 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>Dwight Baird/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>
<td></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>Mike Veseling/Dick Kuhn</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>
<td></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 Drummel/Greg Witek</td>
<td>LRFFD</td>
<td>X</td>
<td></td>
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<tr>
<td>Gary Golinski/Chris Funkhouser</td>
<td>City of Yorkville</td>
<td>X</td>
<td></td>
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<tr>
<td>Jee West/Gail Johnson</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: Lynette Bergeron, KenCom Director; Jen Stein, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant.

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

Witek called for Public Comment – None

Witek called for Correspondence – Bergeron mentioned she received an email from a citizen that has requested many FOIA’s thanking Bonnie Walters for her assistance in getting her the information she needed and was always pleasant, thorough, and efficient in getting the records needed. Bergeron also wanted to thank and recognize our KenCom Dispatchers that worked the night of November 3rd, 2015 (Mindi Jahp, Jennifer Powell, Jaymee Goodspeed, Ashley Conrad, and Tyler Giannotti) during the missing child incident in Oswego. Bergeron noted between the hours of 3:20 p.m. and 7:00 p.m. (the time the child was missing), KenCom had 257 calls and in comparison the week before there were only 130 calls during the same time frame. KenCom dispatched many fire agencies to this one call, initiated three Everbridge notifications, and notified multiple agencies for helicopters, canine, and ATV assistance. During this same time period KenCom also had other major calls that they had to dispatch. Bergeron stated after reviewing the incident with the missing child, the KenCom dispatchers did an outstanding job and got all resources that Oswego was requesting to help them. Bergeron noted that Everbridge was the tool that found the missing child. Bergeron gave an update that the state still has not passed a budget and KenCom is still not receiving 9-1-1 wireless surcharge money. Bergeron stated she is included in emails being sent by APCO Illinois that there are dispatch centers getting layoff notices because there are not funds to pay them. KenCom is in a much better position than some other agencies, but it is becoming critical with the budget not being passed and the wireless surcharge money not being disbursed to the 9-1-1 centers. Bergeron stated there is also a new 9-1-1 bill that is being passed for January 1, 2016, but they do not have any rules or regulations in place to go forward after January 1st. Bergeron noted the governor created a panel to come up with the rules and regulations and they have a deadline of December 22, 2015 to come up with them. Bergeron stated the ICC had no information to give them and there was no
direction down in Springfield by either the state police or ICC on where this is going. Bergeron stated on January 1st, 2015 the state will also start collecting all the wire line surcharge money and they will disperse it (currently that money comes straight to KenCom). Before this, KenCom was four months behind receiving the wireless surcharge money from the state.

Consent Agenda – Koster made a motion, seconded by Vesseling to approve the Consent Agenda; Approving the October 22nd, 2015 Executive Board Minutes and approving the October 2015 Treasurer’s Report.

Witek called for approval of the Closed Session Executive Minutes – L. Nelson made a motion to approve the October 22nd, 2015 Closed Session Executive Committee Meeting minutes but do not release, seconded by Koster. All members present voting aye. Motion carried.

Witek called for the Standing Committee Reports:
Report of Finance Committee – L. Nelson stated they have a three year contract with the auditor and they recently gave authorization to proceed with the audit of KenCom’s books.

Report of the Executive Board Chair – No Report

Report of the Operations Board Chair – No Report

Report of the Personnel Committee – The November meeting has been rescheduled for November 24th at 8:00 a.m.

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

Witek called for Old Business:
KenCom/Kane County Agreement – Witek stated Montgomery received their money from Kane County, and KenCom has signed the agreement and has been sent back to Kane County.

Backup Agreement – Nelson stated there was a modification made and was sent back to Naperville’s attorney.

Village of Somonauk – L. Nelson stated the Board in Dekalb has recently voted unanimously to not allow the 9-1-1 calls to be transferred out of the County. Somonauk can have another agency dispatch for them but the calls would still be answered at Dekalb and then be transferred. Witek stated we do have a signed agreement to dispatch for the Somonauk Police Department, but now unsure when that will happen due to the recent issues. Discussion ensued.

Somonauk Fire Department – No Report

FY 2016 Operation Budget Discussion – Witek stated the Operations Budget was circulated last month for review. Witek reviewed the draft Operations Budget. Witek stated there are three kinds of insurance KenCom used to get from the County (Property Causality, Liability, and Workman’s Comp). Witek stated Workman’s Comp was successfully unbundled from the package. When this change was made to separate the Workman’s Comp, somehow KenCom got pushed out into their own policy and he is unsure how that happened. The Workman’s Comp is with the same company as the last year (Corkill Insurance).
The Property Causality and Liability were put together. The Wine Sergi agent had the information they needed (Property, Causality, Buildings, and Towers) to quote KenCom back in April, and unbeknown to KenCom was not quoting it. A couple of weeks ago the Wine Sergi agent contacted KenCom and claimed they still did not have the information they needed to give a quote. Bergeron sent the same information that had been sent to him in April of 2015. Witek stated, as a member of the Board, he is disappointed in the way that Wine Sergi handled the situation, and now that they have waited so long to give KenCom a quote, there is no time to have other companies bid it out. The insurance has to be completed by the end of November, which leaves KenCom with no other option than to sign Wine Sergi’s last minute proposal of $19,826.00. L. Nelson stated he finds it interesting that Wine Sergi was able to quote the County an amount for KenCom with the information they had, but two weeks ago told KenCom they did not have enough information to make a separate quote. Bergeron will get a five year loss history from Wine Sergi for KenCom. Discussion ensued. Koster made a motion to approve the Fiscal Year 2016 Operations Budget, seconded by Vesseling. A roll call was taken with all ten members present voting aye. Motion carried.

Any Other Old Business – None

Witek called for New Business:
Destruction of the Closed Session Meeting Audio – Witek stated Bergeron reached out to PAC in regards to the Destruction of the Closed Session Meeting Audio, and we can destroy the audio of the closed session meeting minutes eighteen months after the minutes have been approved and the board approves the destruction. Discussion ensued.

Approval of Closed Session written minutes – L. Nelson made a motion to approve all Executive Board closed session minutes prior to October 2015 from the beginning on the schedule, seconded by Mulliner. All members present voting aye. Motion carried.

Finance Committee By-Laws to match the Operations Board By-Laws for a Quorum – L. Nelson stated there are only six members on the Finance Committee and to make a quorum would require 4 members present. L. Nelson stated he would like to advance for consideration that we would change the wording “that the Finance Committee has six members; a quorum shall be three members present to conduct business. A minimum of three affirmative votes or the majority of members present whichever is greater is required to pass the motion.” L. Nelson stated what that is doing is lowering the number of members present to keep business moving, and action can be taken with only three members present with affirmative votes. There have been times that a quorum is not met (October meeting did not begin with a quorum), and business cannot continue. L. Nelson stated this is how the Operations Board’s By-Laws read in the case of a quorum not being met. After discussion Funkhouser was going to reach out the Attorneys from Yorkville to review the new wording, and Gilmour is going to reach out to the State’s Attorney. Bergeron agreed to contact the Attorney General’s office for clarification. L. Nelson stated he will bring it back to next month’s meeting for discussion and possible approval.

Executive Board Meeting Calendar for 2016 – D. Nelson made a motion to approve the Executive Board Meeting Calendar for 2016, seconded by Gilmour. All members present voting aye. Motion carried.

Finance Committee Meeting Calendar for 2016 – Gilmour made a motion to approve the Finance Committee Meeting Calendar for 2016, seconded by L. Nelson. All members present voting aye. Motion carried.
Directors Report – Bergeron gave a report of Personnel as follows: Four new dispatchers continue training. Telecommunicator Chris Salava tendered his resignation and his last day was November 4th, 2015. Pamela Higgins and Levi Gotte have been promoted to supervisor. An internal LEADS Coordinator position was posted and two members of staff applied for the position. Training as follows: Staff has completed online Anti-Harassment Training with the exception of the trainees and they will be completing the training in the near future. Annual review of policy and procedures continues to be circulated to all staff. Staff has completed Everbridge training. November’s in-house training will be an Emergency Medical Dispatch refresher course. December’s in-house training will be map training focusing on tips for navigation. January’s in-house training will be dealing with disabled callers. Information as follows: Semi-annual shift meetings were held on Monday, October 26th. Staff continues the Quality Assurance and Quality Improvement program. The Aladtech Software has been implemented and KenCom is currently working off our new scheduling software. The Director and Assistant Director attended the annual 9-1-1 Conference in Springfield November 1st through the 4th. Bergeron stated it was an extremely beneficial conference with the new 9-1-1 laws that are taking effect in January 2016. Bergeron sat through two sessions about the new law and the rules Wireless surcharge revenue will not be dispersed until the State of IL has passed a budget. Bergeron stated the October statistics are in the packet for review, and wireless 9-1-1 represents 77% of calls received.

Other Business from the Floor – Bergeron mentioned she reached out to AT&T to look at adding more wireless 9-1-1 lines. Currently KenCom has only two wireless lines, and seven land lines. Discussion ensued.

The next scheduled Executive Board Meeting is Thursday, December 17th, 2015 at 5:30 p.m.

Koster made a motion to adjourn the meeting, seconded by D. Nelson. All members present voted aye. Motion carried. The meeting was adjourned at 6:46 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary