Minutes of the Executive Board Meeting  
Held Thursday, November 21st, 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>X</td>
<td></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>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></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/Rose Spears</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>
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<tr>
<td>Bob Hausler/Scott Mulliner</td>
<td>City of Plano</td>
<td></td>
<td>X</td>
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Others present were: Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Recording Secretary; Nick Sikora, KenCom Operation Board Chairman; Rick Neitzer, 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. Thompson made the motion to approve the agenda as presented, seconded by McCarty. Witek reviewed the agenda. Witek mentioned there are a few errors on the agenda when trying to comply with the requirements of the Open Meetings Act. Witek mentioned there is a question with the terminology “consider action on” and if that is complete enough to not just talk about the item but also take action. Witek stated after input from many people, for tonight they are going to use “consider action on” to talk about the item and to potentially vote. Witek stated the exception to that is items 9a(Radio System), 10c(Operations Budget), and 10d(Surcharge Budget) because the total amounts are not included on the agenda which makes them not in compliance. Witek stated the budget and the radio system upgrade cannot be approved and no action can be taken only discussion. Discussion ensued. 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 October 24th, 2013 meeting minutes. Koster made a motion to approve the minutes, seconded by Gilmour. All members voted aye. 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- Koster reviewed the October 2013 Treasurer’s Report as presented. D. Nelson made a motion to approve the Treasurer’s Report, seconded by Mulliner. Discussion. All members voted aye. Motion carried.

Operation Bills/Surcharge Bills- L. Nelson reviewed the bills to be paid. Witek called for a motion to give a final approval for the paid November 2013 Operations Bills in the amount of $117,363.81 with deposits in the amount of $12,572.26. L. Nelson made a motion to approve the bills as presented by the Finance Committee in the amount of $117,363.81, seconded by Koster. Discussion Ensued. A roll call vote was taken with all nine members present voting aye. Motion carried. Witek reviewed the Accounts Receivable report in the packet.

Surcharge Bills- Witek called for a motion to give a final approval for the paid November 2013 Surcharge Bills in the amount of $6,851.71 with deposits in the amount of $57,329.07. L. Nelson made a motion to approve the bills as presented by the Finance Committee in the amount of $6,851.71, seconded by Gilmour. Discussion. A roll call vote was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses- None.

Report of the Operations Board Chair: Sikora stated a few questions came up at the Operations Board meeting. Sikora stated the first item is a discussion on the possibility of allowing Montgomery PD to use the Everbridge system before they have officially paid into the system and it was suggested that they be included in the system. Sikora stated this was a verbal request from Chief Meyers that the Village of Montgomery and Montgomery Police Department are interested to sign on as a user of the system and will pay their fair share at the next contract renewal. Sikora stated the Operations Board did make a recommendation to add Montgomery Police Department now. Sikora stated adding Montgomery will not change our contract price as it is locked in, and when Montgomery pays their share at the next renewal date that will slightly reduce the share of the other agencies. Sikora mentioned on the contrary if Montgomery does not get it approved at renewal date or back out they were a user who did not pay and they would be shut off at that time. Discussion ensued. Sikora stated the second item is the press release and he took recommendations from members of both boards and reworded those items and he brought a copy for the board to review. Discussion ensued. Sikora mentioned a question had come up to put a phone number on the site for questions and he does not think a phone number should be put on the website. Farris asked for KenCom’s number to be taken off the press release and Everbridge page. Sikora stated he would like to get the press release out in the next couple of days and would like guidance from the board to go ahead. Witek mentioned making a shorter URL for a link to the website to make it easier for people to opt in. Discussion continued. Sikora stated he contacted Everbridge to seek an extension on the contract renewal date due to the difficulties we had to get the system up and running, and Everbridge has offered a four month extension on the backend of the contract.

Witek called for Old Business:
Radio System- Phase 2 Upgrade- L. Nelson stated they have been working with A Beep and after many revisions the final figure is approximately $492,882 which has been previously approved. Director Farris has gone through the figures with A Beep and feels comfortable with them. L.
Nelson stated it is staff’s recommendation to move forward with the contract. Farris stated as of today Police 1 and 3 are active as a receive site only at Hill and Rt 34 which improves our ability to hear the police in the northeast part of the county.

KenCom/Kane County Agreement & KenCom/TriCom Backup Agreement- No action.

Formal Reviews of KenCom Management- No action.

Bylaws- L. Nelson stated they had their first meeting of the by-laws committee and the draft by-laws have been completed and will be sent out to the by-law committee and another meeting will follow after the holidays.

Other Old business- No Action

Witek called for New Business:
Transfer $500,000 to Equipment Fund- L. Nelson made a motion to transfer $500,000 to the Equipment Fund, seconded by Kuhn. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Transfer $100,000 to Building Fund- Thompson made a motion to transfer $100,000 to the Building Fund, seconded by D. Nelson. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Operations Budget FY 13/14- Witek reviewed the Operations Budget that was drafted for approval. Witek stated after direction from the Executive and the Finance Board it was suggested to budget for what they are expected to spend with no room for surprises. Director Farris adjusted the budget and matched either a 3 year average or a 3 year high to tighten up the budget and dropped the previous draft by approximately $17,000. Witek continued to review the budget. Witek mentioned the board cannot take action on the budget tonight because the dollar amount was not disclosed on the agenda, but he would like to get all the questions and discussion out on the table. Witek discussed setting up a special meeting for the following week to vote on the budget.

Surcharge Budget FY 13/14- Director Farris reviewed the Surcharge Budget that was drafted for approval. Discussion ensued.

Scott Koster left at 6:46 p.m.

Word Systems contract- Farris stated when KenCom moved down stairs the old recording system was no longer manufactured and a new system, Revcord, was purchased for half the price of the industry standard. Farris stated Revcord held a lot of promise and it has not worked out. Farris stated the vendor, Word Systems, has guaranteed 100% of the investment back in a different system, and to replace the new system is going to cost approximately an additional $10,000 than what was originally approved. L. Nelson mentioned there is still a surplus of $60,000 from the original approved project. Discussion ensued. L. Nelson made a motion to approve the contract between KenCom and Word Systems for an upgrade in the amount of
$27,511.00, seconded by Gilmour. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Employee Recognition Expense- Thompson made a motion to approve an employee recognition lunch not to exceed $400, seconded by Mulliner. A roll call was taken with all eight members present voting aye. Motion carried.

Other Business- L. Nelson made a motion to conduct a special meeting on Monday November 25<sup>th</sup>, 2013 at 5:00 p.m, seconded by D. Nelson. All members present voted aye. Motion carried.

Witek called for the Director’s Report. Farris stated staff continues to work with the Kane County ETSB on revising the necessary agreements for an updated filing with the Illinois Commerce Commission. Farris stated the wireless 9-1-1 statistics for the month of October 2013 represented 75% of calls received, and the newsletter is attached.

L. Nelson made a motion to move the December Executive Board meeting from December 26<sup>th</sup> to December 19<sup>th</sup>, 2013, seconded by D. Nelson. All members present voted aye. Motion carried.

Witek stated the next special meeting is scheduled for November 25<sup>th</sup>, 2013 at 5:00 p.m. in the same room.

Kuhn made a motion to adjourn the meeting, seconded by Gilmour. All members present voted aye. Motion carried. The meeting was adjourned at 7:02 p.m.

Meeting recorded by Bonnie Walters.

Respectfully Submitted,

Richard Randall
Secretary