KenCom Finance Committee Meeting Minutes  
Held, June 18th, 2015  
10:06 a.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Greg Witek</td>
<td>LRFFD</td>
<td>X</td>
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<tr>
<td>Judy Gilmour</td>
<td>Kendall County Board Member</td>
<td>X</td>
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<tr>
<td>Scott Koster</td>
<td>KCSO</td>
<td>X</td>
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<td>Bob Hauser</td>
<td>City Of Plano</td>
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<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>Thomas Meyers</td>
<td>Montgomery Countryside Fire</td>
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Others Present:  Dave Farris, KenCom Director; Lynette Bergeron, KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant; Dwight Baird, Kendall County Sheriff (10:36 a.m.); Richard Ryan, Wine Sergi Insurance (11:10); Todd Grier, Wine Sergi Insurance (11:10).

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with five of the six members present creating the necessary quorum for voting purposes.

Larry Nelson called for a motion to approve the agenda. Gilmour made the motion to approve the agenda, seconded by Witek. All members present voting aye. Motion carried.

Nelson called for Public Comments – Nelson mentioned that an alderman on the Montgomery Board made a comment about wanting Director Farris to come to the board meeting and explain numbers. Nelson stated it was discussed in the Personnel Meeting that there are correct channels and Montgomery has not officially reached out. Witek stated KenCom remains grateful for every contract agency and they are an important part of the organization. Witek stated their concerns are important and will answer any question a contract agency may have and respond to their needs, even though they do not sit directly on the Executive Board. Discussion ensued.

Larry Nelson called for Correspondence – Farris mentioned Bergeron received a letter from Waubonsee College and she received a 4.0 and made it on the President’s list.

Nelson called for approval of the Finance Committee Minutes – Koster made a motion to approve the May 14th, 2015 Finance Committee Meeting minutes, seconded by Gilmour. Discussion. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – Nelson stated they will be meeting on July 7th with the labor attorney and discussing the structure of the upcoming negotiations.

Treasurer’s Report – Witek made a motion to approve the May 2015 Treasurer’s Reports as submitted, seconded by Gilmour. Discussion. All members present voting aye. Motion carried.

Approval of Funds:
Operation Bills – Witek made a motion to approve the June Operation Bills in the amount of $167,157.89, approved by the Operations Board, seconded by Koster. During discussion Farris mentioned he has requested that any police agency that is left on Alerts (Plano and Yorkville) complete their conversion to Enroute CAD and get off of Alerts. This will save on the semi-annual alert fee that is paid. The Finance Committee requested that Director Farris draft a letter from the Finance Committee to the agencies still using alerts requesting going forward in next year’s budget to eliminate the interface and maintenance for Alerts effective December 1st, 2015. A roll call vote was taken with all five members present voting aye. Motion carried. Nelson mentioned he had received the renewal notice/invoice for Everbridge and
opened up discussion on how the system is being used and if they would like to continue the service going forward in next year’s budget. Koster mentioned any agency using Everbridge can supply an activity report. Discussion ensued. Witek would like to reach out to each agency and request an activity report to develop awareness and hopefully it will be used more to try to maximize the service Everbridge can offer.

Capital Bills - Koster made a motion to approve the June Capital Bills in the amount of $123,520.75 seconded by Gilmour. Discussion. A roll call was taken with all five members present voting aye. Motion carried. Witek reviewed the Accounts Receivable report contained in the packet.

Anticipated Expenses – None

Nelson called for Special Committee Reports:
Report of the Operations Board Chair – Meyers gave an overview of the meeting as follows: Flanders gave an update on the Radio Infrastructure by Outside Company and Flanders is in contact and will meet with the company. Farris and Bergeron went to DuPage County to look at a CAD vendor. Farris is going to get the Operations Board more information in the next couple weeks in regards to staff consideration for next year’s budget. The supervisor training policy was moved forward. There was a call for Montgomery Fire where the tones went off and there was no voice heard and there was an electronic failure with the radio, and there was a long discussion on how often the equipment gets tested/checked by a both a radio/communications company and an IT company. Meyers stated he made a motion for the Director and Assistant Director to get prices on hiring an outside company for this regular maintenance and it was approved. Lengthy discussion ensued on the discussion on getting regular maintenance and the effectiveness by a radio and IT company. After discussion it was agreed for staff to look what other dispatch agencies do and research for best practices. Meyers stated the Operation Board had a unanimous vote that they do not permit any other agency for coming to KenCom until staffing levels are up and people are out of training. Discussion ensued. Nelson stated there have been no conversations with any other towns than the Village of Somonauk and the Operations Board have been informed from the very beginning and never any objections. Witek stated if any other town reached out the very first thing they would do is to bring it to the Operations Board and staff for discussion.

Discuss County Insurance – Gilmour introduced Rich Ryan and Todd Grier from Wine Sergi Insurance. Wine Sergi handles the insurance for the county so Gilmour had asked them to come and speak about insurance for KenCom. Rich Ryan gave an overview of the current insurance KenCom has under the County, different options and any questions the board members had. After a lengthy discussion, the board is going to reach out to Glenn Campos about the dollar amounts KenCom has been paying for insurance with a breakdown. Nelson stated they need to begin a site by site breakdown of the equipment to provide to the insurance company and for our records.

Richard Ryan and Todd Grier left the meeting at 12:00 p.m.

Nelson called for Old Business:
Somonauck Police Department – Nelson stated the agreement is done.

 Destruction of open meetings recordings – None

Upcoming KenCom Events/Training – Farris stated Bergeron and he will be attending the FEMA class next week for “Continuity of Government Training” at the health department. Bergeron stated they have started their Anti-Harassment modules online. Nelson stated at the Personnel Committee they agreed on a policy for the Director and Assistant Director to authorize budgeted training expenditures and they will report to the Personnel and Finance Committee on a monthly basis.

KenCom Kane County Agreement/KenCom Backup Agreement – Nelson stated a Kane/Kendall agreement has been agreed on once the Kane County Telephone Board has signed off with the satisfaction of Montgomery. Nelson mentioned he is waiting for a draft letter from Montgomery to send to the Kane County Telephone Board to ensure they receive the money they were promised, and Nelson has not seen the letter yet. Nelson stated the rest of the agreement has been agreed on once they receive the agreement from Montgomery.
Any other Old Business – No Action

Nelson called for New Business:
Radio Infrastructure by Outside Company – No Action

Any Other New Business – None

Other Business: Farris reviewed the changes that are going to be made to the 9-1-1 system that are pending. Nelson stated KenCom has changed their address to 1100 Cornell Lane.

Executive Session – No Action

Nelson stated the next Finance Committee meeting is Thursday July 16\textsuperscript{th}, 2015 at 10:00 a.m. Witek made a motion to adjourn the meeting, seconded by Meyers. All members present voting aye. Meeting adjourned at 12:27 p.m.

Respectively submitted

Bonnie Walters
Recording Secretary