KenCom Finance Committee Meeting Minutes  
Held, July 17th, 2014  
10 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>
<td></td>
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<tr>
<td>John Purcell</td>
<td>Kendall County Board Member</td>
<td>X</td>
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<tr>
<td>Richard Randall</td>
<td>KCSO</td>
<td>X</td>
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<td>Bob Hausler</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>
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Others Present: Dave Farris, KenCom Director; Lynette Bergeron, Assistant KenCom Director; Bonnie Walters, KenCom Recording Secretary; Josh Flanders, Operations Board Chair; Tom Meyers, Montgomery Countryside Fire Department.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with four of the five members present creating the necessary quorum for voting purposes. L. Nelson mentioned the Finance Committee has expanded to include one member from the Operations Board. Chief Meyers from Montgomery Countryside Fire is the new member who can begin voting after next month’s meeting.

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

Correspondence: Farris reviewed a letter in the packet from Bristol Kendall Fire announcing the new positions for the Operations Board and Executive Board.

Report of the Operations Board Chair: Flanders mentioned Chief Tom Meyers is the appointed person from the Operations Board to sit on the Finance Committee. Flanders mentioned there was a significant discussion at the meeting about the 90 day retention, and an effort to try to smooth out the process; Flanders and Chief Baird are going to meet with the State’s Attorney at the end of the month. Nelson stated the Operations Board did move forward to set up the new Cloud server and that will deliver all tape requests by a link in an email they can access and download. Farris stated KenCom still has to get the audio and put it on the Cloud system, and this is only a delivery method for small and large files. Discussion ensued. Farris reviewed a power point showing the increase of tape requests from previous years to current. Farris stated in July alone, KenCom is going to exceed the number of tape requests than the last five years. Farris stated with the increase of requests that KenCom is receiving, the amount of hours staff is working has increased and the cloud is one solution to help with the delivery of requests. Farris stated the increase of requests and the information being requested by the agencies (which is directed from the State’s Attorney’s Office) has increased considerably. Farris stated other agencies within Kendall County (Joliet, City of Plainfield, Aurora, etc), have not seen a corresponding increase of requests from the State’s Attorney and they all run on 90 day retention policies. Discussion continued.

Nelson called for a motion to approve the June 2014 Finance Committee Meeting Minutes. Randall made the motion to approve the minutes, seconded by Witek. All members present voted aye. Motion carried.

Nelson called for the June 2014 Treasurer’s Report. Witek made a motion to approve the Treasurer’s Report as submitted, seconded by Randall. Discussion. All members present voted aye. Motion carried.

Nelson called for the July 2014 Operation Bills. Witek made a motion to approve the July 2014 Operation Bills for the amount of $150,002.44, seconded by Randall. Discussion. A roll call vote was taken with all four members present voting aye. Motion carried. There were deposits in the amount of $23,191.96.

Nelson called for the July 2014 Capital Bills. Farris reviewed the Capital bills to be paid. Randall made a motion to approve the July 2014 Capital Bills for payment in the amount of $38,772.75, seconded by Witek. Discussion. Witek
clarified that the bills being paid to A Beep are only material for the vendors, and we are not paying labor costs at this point. A roll call was taken with all four members present voting aye. Motion carried.

Anticipated Expenses- Farris reviewed the anticipated expenses as follows: Tower weed spraying and cleanup no to exceed $750.00; Telephone line extensions for transmitter sites not to exceed $2,750.00; Cloud computing server for KenCom not to exceed $2,500.00; 2 base stations to be used as spares for the multi-site simulcast system not to exceed $14,014.88. Discussion ensued. Witek discussed the concerns he has with A Beep and their inexperience with the radio expansion, which is causing frustration and is taking much longer to complete the project. Witek stated in the next project costs, a “burn in” time needs to be included so the testing time is not between live calls. Discussion ensued. Meyers mentioned Farris and Bergeron are going to start sending out emails when there is a problem and when it is fixed to keep all agencies informed. Farris reminded the board to send an email to the dedicated email group for any radio issues. Discussion continued on the progress and concerns of the radio system upgrade. Witek made a motion to approve the anticipated expenses not to exceed $24,014.88, seconded by Randall. All members present voted aye. Motion carried.

Nelson called for Old Business:
Minooka Police- No Action.

Somonauk Police- L. Nelson stated they are preparing an agreement for Somonauk Police.

Newark/Sandwich Zip Code Sharing Agreement- No Action.

Radio system Phase II Upgrade- Discussed in Anticipated Expenses.

Action to Adopt KenCom Employee Handbook- To be discussed at next month’s meeting.

Upcoming KenCom Events/Trainings- No Action.

Any other Old Business- Farris stated staff has interviewed two dispatchers for the possibility of promotion to replace the supervisor that left. Farris stated if he promotes within they will start the process of hiring a replacement dispatcher. Bergeron stated there will be a dramatic increase in overtime due to being one dispatcher short. Discussion ensued.

Nelson called for New Business:
Budget Discussion- Farris stated he announced to the Operations Board that based on the increase of tape requests and the supervisors are working dispatchers and not able to supervise, there is a need to increase staffing levels and will be coming to the boards with a recommendation to add two additional dispatch positions at a minimum. This will allow the supervisors some time off the radio. Discussion ensued.

Any Other New Business- Witek mentioned there is no need to have an Executive Board meeting for July, and asked staff to cancel the meeting.

Other Business: No Action.

Executive Session: No Action.

Nelson stated the next Finance Committee meeting is Thursday August 21st, 2014 at 10:00 a.m. Witek made a motion to adjourn the meeting, seconded by Randall. All members present voted aye. Meeting adjourned at 11:25 a.m.

Respectfully submitted
Bonnie Walters
Recording Secretary