KenCom Finance Committee Meeting Minutes  
Held, August 20th, 2015  
10:12 a.m.

<table>
<thead>
<tr>
<th>Member</th>
<th>Agency</th>
<th>Present</th>
<th>Absent</th>
</tr>
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<tbody>
<tr>
<td>Greg Witek</td>
<td>LRFFD</td>
<td></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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<tr>
<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>
<td>X</td>
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Others Present: Lynette Bergeron, Acting KenCom Director; Jen Stein, Acting KenCom Assistant Director; Bonnie Walters, KenCom Administrative Assistant.

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.

Nelson 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.

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron stated she received an email from Sergeant Nehring at the Oswego Police Department recognizing two of KenCom’s dispatchers (Ashley Conrad and Susan Chacon) on a job well done. Bergeron stated she also received an email from Rush Copley stating Little Rock Fox Fire and KenCom had been voted for the Cardiac Run of the Year, and Rush Copley will be hosting a dinner and the two dispatchers (Neely Zuhn and Ashley Conrad) involved were invited and will be attending. Bergeron stated she received an email from Marci (ICC), and the ICC annual filing is due by October 1st. Bergeron stated due to the amended Emergency Telephone Act that was passed, she has to provide the ICC with all the wire line and VOIP carriers that submit a check to KenCom monthly for surcharge and submit the report by September 15th. Bergeron stated the ETSB Treasurer will no longer receive the wire line or VOIP surcharge revenue directly from each carrier; instead it will be remitted to the state and all money will be distributed depending on the breakdowns specified in the act. Discussion ensued.

Nelson called for approval of the Finance Committee Minutes – Witek made a motion to approve the July 16th, 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 – Witek stated they are working on the transition between Directors, and the feedback that has come from both the Acting Director and Acting Assistant Director has been good and some improvements have been made. Witek stated Collective Bargaining was discussed and is moving along.

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

Approval of Bills:  
Operation Bills – Koster made a motion to approve the August Operation Bills in the amount of $198,649.80, approved by the Operations Board, seconded by Witek. Discussion. Bergeron noted that herself and Jen Stein took advantage of the back to school supply prices and got all the supplies needed for the four new trainees for approximately $86 which would
have cost over $300 ordering from KenCom’s office supply company. A roll call vote was taken with all five members present voting aye. Motion carried.

Capital Bills - Witek made a motion to approve the August Capital Bills in the amount of $14,474.39 seconded by Koster. Discussion. Bergeron stated the A Beep site inspection has been completed and they gave a complete synopsis of their findings, which was reviewed with the board. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses in the packet as follows: A training laptop computer with a total cost not to exceed $1,000.00. T. Meyers made a motion to approve the anticipated expenses not to exceed $1,000.00, seconded by Witek. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Nelson called for Special Committee Reports:
Report of the Operations Board Chair – Flanders stated the outside radio consultant was discussed. Flanders stated there is an email that has been set up for a year and a half to report any radio problems, and since the Acting Director has been receiving the emails not a single agency has complained with the channels provided, therefore no action was taken. Bergeron stated the large buildings will continue to have radio problems, but that has nothing to do with the system.

Nelson called for Old Business:
Somonauk Police Department – Nelson stated KenCom has a signed agreement from the Village of Somonauk. Nelson stated there were a few changes made in the contract and it will go to the Executive Board for review. Nelson stated before the contract was signed by Somonauk it was reviewed by KenCom’s attorney and he was good with the changes made.

Upcoming KenCom Events/Training – Bergeron stated herself, Jen Stein and the supervisors are going to the Denise Amber Lee Seminar on September 25th. Bergeron mentioned the training of the four new employees will begin on August 31st.

KenCom Kane County Agreement – Nelson stated he has been told the agreement has been signed and passed by the Kane County Board, but the signed agreement has not been received by KenCom. Nelson stated staff has reached out to Kane County asking for the signed agreement, and it still has not been received. Bergeron stated she will reach out again to Kane County requesting the signed agreement.

KenCom Backup Agreement – Nelson stated himself and Bergeron have had a meeting scheduled with Naperville Dispatch and Naperville has rescheduled at their request. Discussion ensued.

County Insurance – No report

Destruction of Open Meeting Recordings – No report

Review of Radio Infrastructure by Outside Company – Discussed in the report of the Operations Board Chair.

FY 2016 Budget Discussion – Discussion ensued on the process of the FY 2016 Budget. Koster stated he believes the budget should come from the Acting Director, with help on the spreadsheet from Witek. Witek stated himself and Bergeron will work on a draft budget and bring back to next month’s Finance Meeting for discussion. Nelson stated himself and Witek had been contacted by Somonauk Fire Department at their request to meet. Nelson and Witek did meet with the Fire Chief and trustees and Somonauk has a strong interest to come to KenCom (currently being dispatched by Dekalb County). Nelson stated no commitments were made. After discussion, it was agreed to put on next month’s Operations Board Agenda for discussion.

Any other Old Business – None
Nelson called for New Business:

Review Closed Session Meeting Minutes – Witek stated Judy Gilmour pointed out that the County Board reads the Closed Session Minutes during Closed Session and decides if they want to keep them closed. Witek stated he reached out to KenCom’s attorney and asked what the law was to make a review process that is effective and efficient for KenCom. Witek read the response back from KenCom’s attorney to the board. The response stated the most important thing to do is review the closed session minutes twice a year. Witek stated the process in the past has not been consistent and they would like to change that and are working hard to set up a process to review them twice a year. Witek stated he would like to make a spreadsheet with the closed session minutes listed and a brief description of the content in another column. Witek stated he would like to keep the process of reviewing the closed session minutes consistent for all boards. Lengthy discussion ensued. After discussion, it was agreed to follow the process the Executive Board puts in place.

Discussion of IT Support – Witek stated, KenCom received a proposal for IT consulting from the current company KenCom is using (Isidore Group) for managed services. Witek stated he does not believe paying an annual amount for managed services is right for KenCom and believes we should continue paying for the IT work as needed. Discussion ensued on the different options for IT support. After discussion, it was agreed that staff needs to prepare and make a recommendation to the Operations Board. The board agreed to allow the Acting Director and Acting Assistant Director to call IT support as needed until a decision is made of permanent IT support.

Any Other New Business – Witek stated there needs to be a discussion on the new agency billing. Witek stated the increases for the three contract agencies (Montgomery Police, Montgomery Countryside Fire, and Aurora Township Fire) is based on the annual CPI-U. Witek stated the May CPI-U is 0, and would like discussion if they use May’s number or do an average of the last 12 months. After discussion, it was agreed the increase for the three contract agencies will be 0 based on May’s CPI-U.

Closed Session - Witek made a motion to move into closed session for the appointment, 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 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 T. Meyers. A roll call vote was taken with all five members present voting aye. Motion carried. Closed session began at 12:00 p.m.

Open session resumed at 12:23 p.m. All members are the same as before closed session with the exception of Bonnie Walters and Judy Gilmour.

No action after closed session.

Nelson stated the next Finance Committee meeting is Thursday September 17th, 2015 at 10:00 a.m. T. Meyers made a motion to adjourn the meeting, seconded by Koster. All members present voting aye. Meeting adjourned at 12:24 p.m.

Respectively submitted

Bonnie Walters
Recording Secretary