KenCom Finance Committee Meeting Minutes
Held, September 18th, 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></td>
<td>X</td>
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<tr>
<td>Judy Gilmour</td>
<td>Kendall County Board Member</td>
<td></td>
<td>X</td>
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<tr>
<td>Scott Koster</td>
<td>KCSO</td>
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<td>X</td>
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<tr>
<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>
<td></td>
<td>X</td>
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<tr>
<td>Tom Meyers</td>
<td>Montgomery/Countryside Fire</td>
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<td>X</td>
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Others Present: Dave Farris, KenCom Director; Lynette Bergeron, Assistant KenCom Director; Dwight Baird, Oswego Police Department.

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

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

Correspondence: None

Report of the Operations Board Chair: T. Meyers gave a report from the Operations Board. T. Meyers stated there was a lengthy discussion on hiring additional staff at the meeting, and it seemed like everyone was in agreement that additional staff is needed. T. Meyers stated now they need to put together justifications to bring to their own boards and make sure everyone is on the same page. T. Meyers mentioned they are coming to a completion of the Phase 2 upgrade, and it was once again stressed that if anyone is having any radio problems they need to communicate through the email groups that have been given to them. T. Meyers stated the employee handbook was discussed in detail and the Operations Board postponed voting on the handbook until October’s meeting. T. Meyers stated the records retention policy was also discussed and a vote was taken to go back to a three year retention and are waiting for Director Farris to get the costs to upgrade the system for a longer retention period at October’s meeting. Discussion ensued. L. Nelson stated all the agencies were given their percentages for their share at the meeting. Baird brought examples of how Oswego Police Department does their justification for personnel to give ideas how to put together a written proposal for additional personnel for KenCom. Discussion continued. Baird left the meeting.

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

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

Nelson called for the September 2014 Operation Bills. Hausler made a motion to approve the September 2014 Operation Bills for the amount of $157,318.57, seconded by Koster. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried. There were deposits in the amount of $90,744.90.

Nelson called for the September 2014 Capital Bills. Farris reviewed the Capital bills to be paid. Koster made a motion to approve the September 2014 Capital Bills, approved by the Operations Board, for payment in the amount of $6,505.03. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses - Farris reviewed the anticipated expenses as follows: Modifications to the APCO Emergency Medical Dispatch Flip Card System as approved by the EMS not to exceed $550; Installation of receive site equipment at
Bristol Kendall Fire Station 3 not to exceed $10,000. Discussion ensued. Hausler made a motion to approve the anticipated expenses not to exceed $11,000, seconded by Witek. All members present voted aye. Motion carried.

Nelson called for Old Business:
Minooka Police- L. Nelson stated they have signed a three year agreement with Grundy County and this item can be taken off the agenda for October’s meeting.

Somonauk Police- L. Nelson stated he spoke to them and they are still interested and are going to start moving it through their committee.

Newark/Sandwich Zip Code Sharing Agreement- No Action

Radio system Phase II Upgrade- Farris stated on Monday he will be going to each site with A Beep and going through the equipment to make sure it works up to specification. Farris stated at this point this is the close out for A Beep and they would like to make sure KenCom is satisfied with the installation. Farris noted he does not see any issues in the field with anyone not hearing KenCom. Farris mentioned he does realize there are going to be spots that KenCom will not be able to hear people on the street and this will be an ongoing process over the next several years, and additional receive sites will need to be added to various locations to improve the coverage. A lengthy discussion ensued.

Adopt KenCom Employee Handbook- Farris stated if there are any questions or changes to forward them to him right away. Farris will be sending the changes to the Human Resource Attorney for final review.

Destruction of open meetings recordings- No Action

Upcoming KenCom Events/Trainings- Farris stated out of the 19 approved employees in KenCom, currently there are two vacant positions (in the interview process), and currently four employees are on intermittent FMLA which leaves the center down to 14 employees to run a 24 hour center operation. Farris reviewed the data in the packet for the need for additional staffing. Discussion ensued.

Budget Discussion- Witek reviewed the draft 2015 budget. Lengthy discussion ensued.

Bob Hausler left at 11:30 a.m.

Any other Old Business- None

Nelson called for New Business: None

Any Other New Business- Farris stated he will be attending the annual state conference and last year and instead of absorbing the cost of a motel room he took his own personal motor coach and stayed at a campground which is cheaper, and would like to do the same this year. The board agreed.

Other Business: No Action.

Executive Session: No Action.

Nelson stated the next Finance Committee meeting is Thursday October 16th, 2014 at 10:00 a.m. Witek made a motion to adjourn the meeting, seconded by Koster. All members present voted aye. Meeting adjourned at 11:49 a.m.

Respectfully submitted

Bonnie Walters
Recording Secretary