KenCom Finance Committee Meeting Minutes  
Held, November 12th, 2015  
10:00 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>
<td>X (10:15)</td>
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<tr>
<td>Janet Goehst</td>
<td>City Of Plano</td>
<td></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>Thomas Meyers</td>
<td>Montgomery Countryside Fire</td>
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<td>X</td>
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Others Present: Lynette Bergeron, KenCom Director; Jen Stein, 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 three members present and resulted in not having a quorum for voting purposes. Nelson stated Koster is on his way and they will hold off on any votes until a quorum is met.

Nelson called for Public Comments – None

Nelson called for Correspondence – Nelson noted that Dan Meyers had contacted him and the Montgomery Police Department did receive the check from Kane County. Witek stated he will sign the Kane County Agreement.

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

Scott Koster joined the meeting at 10:15 a.m. and a quorum was met with four members present.

Staff Report – Bergeron gave a report of Personnel as follows: Four new dispatchers continue training. Telecommunicator Chris Salava tendered his resignation and his last day was November 4th, 2015. Pamela Higgins and Levi Gotte have been promoted to supervisor. An internal LEADS Coordinator position was posted and two members of staff applied for the position. Training as follows: Staff has completed online Anti-Harassment Training with the exception of the trainees and they will be completing the training in the near future. Annual review of policy and procedures continues to be circulated to all staff. Staff has completed Everbridge training. November’s in-house training will be an Emergency Medical Dispatch refresher course. December’s in-house training will be map training focusing on tips for navigation. Information as follows: Semi-annual shift meetings were held on Monday, October 26th. Staff continues the Quality Assurance and Quality Improvement program. The Aladtech Software has been implemented and KenCom is currently working off our new scheduling software. The Director and Assistant Director attended the annual 9-1-1 Conference in Springfield November 1st through the 4th. Wireless surcharge revenue will not be dispersed until the State of IL has passed a budget. Bergeron stated the October statistics are in the packet for review, and wireless 9-1-1 represents 77% of calls received.

Consent Agenda – Witek made a motion, seconded by Gilmour to approve the Consent Agenda; Approving the October 15th, 2015 Finance Committee Minutes and approving the October 2015 Treasurer’s Report.

Nelson called for the Standing Committee Reports:
Personnel Committee Report – No Report
Approval of Bills:
Operation Bills – Koster made a motion to approve the November Operation Bills in the amount of $178,578.20, approved by the Operations Board, seconded by Witek. Discussion. A roll call vote was taken with all four members present voting aye. Motion carried.

Capital Bills - Koster made a motion to approve the November Capital Bills in the amount of $7,636.47, approved by the Operations Board, seconded by Witek. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Anticipated Expenses – None

Nelson called for Special Committee Reports:
Report of the Operations Board Chair – No Report

Nelson called for Old Business:
Upcoming KenCom Events/Training – No Report

KenCom Backup Agreement – Nelson stated the paperwork has been sent to Naperville’s Attorney and he has not heard back.

County Insurance – Nelson stated they are currently out for bids.

Destruction of Open Meeting Recordings – Nelson stated they did get confirmation that the audio can be erased for closed session minutes eighteen months after the approval of the minutes. Discussion ensued.

FY 2016 Budget Discussion – Witek stated there have been no material changes to the budget since the last Executive Board Meeting. The decision was made at the Executive Board to circulate the Operations Budget through email to review and come to November’s meeting for a vote. Witek mentioned he received feedback asking why the Village of Somonauk was not included in the revenue. Witek stated he did not feel comfortable including the revenue for the Village of Somonauk in the budget because the ETSB Board in Dekalb has recently voted unanimously to not allow the 9-1-1 calls to be transferred. The Finance Board agreed not to include any revenue from Somonauk in the budget because of the uncertainty when or if Somonauk will come to KenCom. There was discussion about the County Insurance and Bergeron is supplying Wine Sergi with all the information they need to get KenCom a quote. The Surcharge Budget was approved by the Executive Board at the October meeting.

Any other Old Business – None

Nelson called for New Business:
Closed Session Minutes Review – Defer to next month’s meeting

Finance Committee Meeting Calendar for 2016 – To be approved at the November Executive Meeting.

Strategic Plan – No Action

Any Other New Business – None

Closed Session – No Action

Nelson stated the next Finance Committee meeting is Thursday December 10th, 2015 at 10:00 a.m. Witek made a motion to adjourn the meeting, seconded by Gilmour. All members present voting aye. Meeting adjourned at 10:40 a.m.
Respectively submitted

Bonnie Walters
Recording Secretary