Josh Flanders called the meeting to order and requested a roll call of the membership. Ten of the fourteen members were present creating the necessary quorum for voting purposes.

Flanders called for approval of the agenda. Koster made a motion to approve the agenda, seconded by Hitzemann. All members present voted aye. Motion carried.

Public Comment- None

Flanders called for Correspondence- None

Flanders called for the Treasurer's Report. Koster reviewed the July 2013 Treasurer's Report. Hilt made a motion to approve the July 2013 Treasurer's Report, seconded by Zakaras. All members present voted aye. Motion carried.

Review of Bills:
Flanders called for the Operations Bills- Flanders reviewed the August 2013 bills for payment in the amount of $82,437.44. Koster made a motion to approve the August 2013 bills for payment, seconded by Whowell. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Flanders called for the Surcharge Bills- Flanders reviewed the August 2013 bills for payment in the amount of $7,544.27, and deposits in the amount of $54,219.55. The board agreed to continue holding
the A Beep payout in the amount of $34,315.32 until the work is completed. Koster made a motion to approve the August 2013 in the amount of 7,544.27 for payment, seconded by Hitzemann. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Dan Meyers came in at 2:10 p.m.

Anticipated Expenses- Bergeron reviewed the Anticipated Expense in the amount of $200.00 to purchase five new wireless headset batteries. The board agreed that this is a daily operational bill that is in the budget, and does not need to come across before as an expense.

Flanders called for Old Business:
Operation Board by-laws- Bergeron stated she has not received any emails of changes. Bergeron stated she will send them back out to all board members to review.

Emergency Notification System Implementation- Flanders reviewed the update from Nick Sikora who is the project manager. Flanders stated the issue with the 911 database populating information in the wrong fields has been escalated for resolution and Everbridge is unsure why this is happening, so their technology department is looking into loading the database and see why the errors have occurred. Flanders stated Everbridge reiterated the opt in feature will not be affected, so Sikora said to urge people to opt in. Flanders stated Sikora had a meeting planned with Jillian from KenCom in reference to the press release. Flanders stated Sikora has intentions to speak to the sales representative in regards to the contract extension since it is not implemented yet and have been paying since the spring. Discussion ensued. Larry Nelson asked if the template for the opt in web page for the public was completed for the board to look at. Flanders stated he will reach out to Sikora to see if that is completed so it can be sent out to review as soon as possible to keep moving along. Koster stated his staff is prepared to implement in house with their groups as soon as the problems are resolved.

Radio System Coverage- Farris reviewed the proposed new footprint of the radio system. Farris stated starting Friday morning the Montgomery test site should be completed. Farris stated the Executive Board has given the Finance Committee the ability to expand and upgrade the current radio system coverage. Farris reviewed the projected plan which includes five simulcast sites and three receive sites, which totals eight receive sites and five transmit sites. Farris stated this should help the coverage improve throughout the entire county. Farris mentioned there is a possibility for anyone with a fire station, if they have a method to link back to KenCom to put in an IP based receive site or just a regular receive site to enhance coverage areas. Discussion ensued. Witek mentioned that Little Rock Fox Fire District received a regional radio grant for one million for all the fire districts and the money was sent to Little Rock Fox. Witek stated they received a great deal on the radios which created additional funding at the back of the million and left a half million. Witek stated they brought the radio upgrade proposal to the Executive Board and are able to disburse the money left from the grant to cover the costs of the upgrade to improve coverage issues throughout the county.

Farris handed out a timeline that was created for the on boarding of the three new agencies. Farris reviewed the timeline, and stressed this timeline is made assuming all the agencies give KenCom the information they need by the dates requested on the timeline. Farris stated they are nearly complete with Aurora Township and they anticipate bringing them online to dispatch on September 10. Farris stated if Montgomery Countryside Fire can provide us with the information needed and get the CAD built, they could bring them on early to mid October. Farris stated they are looking to bring Montgomery Police online at the end of October. Farris stated there are many things that are necessary, such as the cooperation of the agencies providing KenCom with the information needed to get the CAD and mapping programming which is critical in meeting these timelines. Farris stated KenCom has hired two new dispatchers, but while filling those positions KenCom lost an employee to another agency so KenCom is looking to hire and train another dispatcher. Discussion ensued. Koster mentioned the resignation of the
one employee should not have an impact on the on boarding of the new agencies since the two new employees have been hired. Nelson stated he would like to keep open communication between the Operations Board and the Executive Board during the on boarding of the three agencies.

Policy & Procedure:
Fire Radio Procedures- Farris stated the latest version is in the packet which contains all the changes requested. Nelson requested putting a revised date on the bottom of each page in the procedures. Hitzemann made a motion to except the procedures as presented, seconded by Mathre. Discussion. A roll call was taken with all eleven members present voting aye. Motion carried.

Other Old Business- None

Flanders called for New Business:

Policy & Procedure: No Action

Radio Infrastructure Upgrade Phase II- covered in Old Business.

Election of Chairman and Vice Chairman- error on agenda

Any Other New Business- No Action

Closed Session: No Action

Flanders called for the Director’s Report – Bergeron reviewed the Directors Report in the packet. Bergeron stated one KenCom dispatcher resigned, and two new dispatchers have been hired in the last 60 days. Bergeron stated KenCom continues to interview for one dispatcher position to replace the recent resignation. Bergeron stated staff continues to work with Kane County ETSB on revising the necessary agreements for an updated filing with the Illinois Commerce Commission. Bergeron stated staff met with a representative of FEMA regarding reimbursement for overtime expenses from the April flood/storm event. Bergeron stated the Director will be out of the office from August 29th through September 16th. Bergeron mentioned a success story on having phase II wireless and our great mapping system. Bergeron stated they had an incident about two months ago in Harris Forest Preserve where a suicidal subject was heavily in the woods and refused to come out and with the phase II wireless KenCom was able to pinpoint his location and let the deputies know exactly where he was. Bergeron stated the July 2013 9-1-1 cellular call was at 76%, and the July statistics are attached for your review.

Flanders stated the next Operations Board Meeting is Wednesday, September 18th, 2013 at 2:00 p.m. Whowell made a motion to adjourn the meeting, seconded by Zakaras. All members present voted aye. Meeting adjourned at 2:48 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary