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

Flanders called for approval of the agenda. Koster made a motion to approve the agenda as submitted, seconded by Jensen. All members present voting aye. Motion carried.

Flanders called for Public Comment – None

Flanders called for Correspondence – None.

Consent Agenda – Jensen made a motion, seconded by Whowell to approve the Consent Agenda; Approving the September 16th, 2015 Operation Board Minutes and approving the September 2015 Treasurer’s Report.

Flanders called for the Standing Committee Reports:
Personnel Committee Report – Jensen stated the Personnel Committee gave staff three goals to work on for this year. 1. KenCom getting fully staffed. Bergeron and Stein have completed this goal. 2. IT Consultant. Bergeron and Stein have completed this goal. 3. Training. Bergeron and Stein have implemented an ongoing training program for new hires and current staff. Jensen stated Bergeron and Stein have done a great job.

Executive Board Report – No report

Operation Bills – Koster made a motion to approve the October 2015 bills for payment in the amount of $171,217.11, seconded by Fairfield. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.
Surcharge Bills – Koster made a motion to approve the October 2015 bills for payment in the amount of $38,701.88, seconded by Spang. Discussion. A roll call vote was taken with all ten members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business:
CAD Group Update – No Report
Village of Somonauk Police – Bergeron stated they are still in the process of meeting with the Dekalb ETSB to figure out the phone lines.

Somonauk Fire – Bergeron stated her and Stein attended Somonauk Fire’s board meeting and presented a power point on what KenCom offers.

Any Other Old Business – None

Flanders called for New Business:
Power DMS Presentation – Bergeron stated one of their goals is to get all of the policies and procedures, how to’s, screen shots, etc into one document to save time searching for files. Oswego Police Department currently uses Power DMS for their policies and procedures and Bergeron reached out to Power DMS for a demo. Bergeron presented a power point to the board with the advantages/services of Power DMS for KenCom. Discussion ensued. Koster made a motion to recommend the purchase of Power DMS for KenCom, seconded by Jensen. All members present voting aye. Motion carried.

Policy and Procedures –
1. Everbridge Policy: Stein reviewed the policy contained in the packet. Discussion ensued. Koster made a motion to approve the Everbridge Policy as amended during discussion, seconded by Spang. All members present voting aye. Motion carried.

Any Other New Business: None

Directors Report – Bergeron gave a report of Personnel as follows: Four new dispatchers continue training. A supervisor tendered her resignation from KenCom on September 29, 2015. Two supervisors positions are currently open. Internal supervisor positions have been posted with a deadline of Sunday, October 11th, 2015. Training as follows: Staff continues online Anti-Harassment Training and approximately 80% have completed training. Annual review of policy and procedures continues to be circulated to all staff. The Director and Assistant Director will be attending the annual IPSTA Conference in Springfield November 1st-4th. Staff has started conducting mandatory in-house training. Seventy-five percent of all staff has gone through Everbridge training and remaining staff will be trained October 16th. November’s in-house training will be Emergency Medical Dispatch refresher course. Information as follows: A Quality Assurance and Quality Improvement program has been implemented by staff. To date, thirty-six QA/QI’s have been completed and a goal of twelve QA/QI’s to be completed weekly has been established. The Aladtech Software has been purchased and implementation of KenCom’s scheduling has begun. Semi-annual shift meetings have been scheduled for the end of October for all three shifts. The Director and Assistant Director attended the Southern Fox Valley EMD quarterly meeting on Monday, September 28th at Delnor Hospital. A new policy has been established allowing continuing education to be created by the individual dispatch agencies. A new stroke EMD card is being developed that screens for last known well time. Discussion over future changes of tiered dispatching (BLS versus ALS ambulances) based on complaint (nature code) type. It has been requested that a member from a Kendall County fire agency become part of these quarterly
meetings. Wireless surcharge revenue will not be dispersed until the State of IL has passed a budget. Bergeron stated the September statistics are in the packet for review, and the wireless 9-1-1 represent 78% of calls received.

Closed Session – Spang made a motion to go into Closed Session for the appointment, employment compensation, discipline, 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)], seconded by Koster. A roll call was taken with all members voting aye. Motion carried. Executive Session began at 2:37 p.m. Bergeron, Stein, and Walters were excused for closed session.

Flanders stated the next Operations Board Meeting is Tuesday, November 10th, 2015 at 2:00 p.m. at the Public Safety Center, Lower Level, KenCom Conference Room. Spang made a motion to adjourn the meeting, seconded by Jensen. All members present voting aye. Meeting adjourned at 2:56 p.m.

Respectively Submitted,

Bonnie Walters  
Recording Secretary