Draft Minutes of the KenCom Operations Board Meeting  
Held, Wednesday, November 14th, 2012  
2:00 p.m.

Present were: Chairman, Nick Sikora; Josh Flanders, Oswego Fire District; Treasurer, Scott Koster, Kendall County Sheriff’s Office; Mike Hitzemann, Bristol Kendall Fire District; Jonathan Whowell, Plano Police Department; Larry Hilt, Yorkville Police Department; Jeff Mathre, Newark Fire Department; Jeff Spang, Little Rock Fox Fire District; Brian Boyd, Sandwich Fire District.

Others Present: Dave Farris, KenCom Director; Lynette Bergeron, Assistant KenCom Director; Bonnie Walters, Recording Secretary; Jennette Fichtel, KenCom Supervisor; Nancy Martin, Kendall County Board Member.

Nick Sikora called the meeting to order and requested a roll call of the membership. Nine of the eleven members were present creating the necessary quorum for voting purposes.

Sikora called for a motion to approve the agenda. Koster made a motion to approve the agenda, seconded by Mathre. All members present voted aye, motion carried.

Sikora called for Correspondence. Farris stated that in the packet was a resignation letter from Bill Perkins as Vice-Chairman of the Kencom Operations Board effective November 12, 2012. Perkins resigned from the Oswego Fire Department and accepted a position as Deputy Fire Chief with the Sugar Grove Fire Protection District. Perkins stated in his letter that Josh Flanders has been named as his replacement as the representative on the Operations Board.

Sikora called for a motion to approve the October 10th, 2012 Operations Board Minutes. Koster made a motion to approve the minutes, seconded by Boyd. All members present voted aye, motion carried.

Sikora called for a motion to approve the September Treasurer’s Report. Koster reviewed the Treasurer’s Report. Farris mentioned that he was going to ask the executive board to transfer $200,000 from the general fund into the equipment reserve fund in the anticipation of finishing the backup center at Bristol Kendall Fire Department. Hitzemann made a motion to approve the Treasurer’s Report, seconded by Hilt. All members present voted aye, motion carried.

Sikora called for the Operations Bills. Sikora reviewed the bills for payment in the amount of $1,327.58. Koster made a motion to approve the bills for payment, seconded by Hitzemann. A roll call vote was taken with all nine members present voting aye. Motion carried.

Sikora called for the Surcharge Bills. Koster reviewed the bills for payment in the amount of $15,595.69. Discussion ensued. Boyd made a motion to approve the bills for payment, seconded by Hilt. A roll call vote was taken with all nine members present voting aye. Motion carried.

Sikora called for Old Business:
Fire CAD Update: Bergeron stated that the progress continues on run cards.

Code Red Adhoc:Sikora mentioned that the demonstration from the final three vendors took place after the last Executive meeting. The executive board is looking for a recommendation from the operations board with the company they would like to proceed with. Discussion Ensued. Koster stated that he still needs to contact the vendor for final pricing based on the requirements the county wanted to have. After pricing has been given the Operations Board can make a final recommendation to send forward. Koster stated he would have all three vendors pricing for the December meeting.
Policy and Procedures: Bergeron stated a new policy has been created named 911 Disconnect, Abandoned and Silent Call Policy. Bergeron reviewed the policy, and asked for a motion to approve the policy. Discussion Ensued. Koster made a motion to approve the new policy as written, seconded Hitzemann. All members present voted aye.

Other Old Business: Farris asked all the agencies for an update on the narrow banding process, and when they will all be completed. Farris stressed to all agencies that as of December 31st the old repeaters will be turned off.

Sikora called for New Business:
Appointment of Vice Chair: Bill Perkins resigned from the Vice Chair, and discussion ensued for his replacement. Sikora made a recommendation to have Josh Flanders, who was Perkins replacement from the Oswego Fire Department, appointed to the Vice Chair. Whowell made a motion, seconded by Hitzemann. All members present voted aye.

Other New Business: Sikora asked for the progress for the Mobile CAD. Discussion Ensued.

Sikora called for the Director’s Report. Farris reviewed the Director’s Report. KenCom has two dispatchers on FMLA who will be returning by the end of November. KenCom moved into the new center on Wednesday, October 24, 2012.

Sikora stated the next Operations Board Meeting is Wednesday, December 12th, 2012 at 2:00 p.m. Koster made a motion to adjourn the meeting, seconded by Flanders. All members present voted aye. Meeting adjourned at 2:45 p.m.

Respectfully Submitted,

Bonnie Walters
Recording Secretary