

**KenCom Finance Committee Meeting Minutes**  
**Held January 17<sup>th</sup>, 2019**  
**9:06 a.m.**

| <b>Member</b>  | <b>Agency</b>               | <b>Present</b> | <b>Absent</b> |
|----------------|-----------------------------|----------------|---------------|
| Greg Witek     | LRFFD                       | X              |               |
| Matt Prochaska | Kendall County Board Member | X              |               |
| Dwight Baird   | KCSO                        | X              |               |
| Bob Hausler    | City of Plano               | X              |               |
| Larry Nelson   | Member At Large             | X              |               |
| Jeff Burgner   | Oswego PD                   |                | X             |

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, Assistant Director; Bonnie Walters, Executive Assistant.

Larry Nelson called the meeting to order and requested a roll call of the membership. A roll call was taken with five of the six members present which resulted in having a quorum for voting purposes.

Nelson called for a motion to approve the agenda. Hausler made a motion to approve the agenda as submitted, seconded by Prochaska. All members present voting aye. Motion carried.

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron mentioned that Alex Geltz’s family sent a thank you note for the plant the KenCom Board and employees sent to Alex’s funeral. Witek mentioned Alex was one of the dispatchers that received the Cardiac Run of the Quarter award on Friday, December 28<sup>th</sup> along with dispatcher Neely Zuhn and Little Rock Fox Fire Department. Alex’s family was in attendance to accept the award on her behalf.

Staff Report – Bergeron gave a report on Personnel as follows: KenCom is fully staffed. Training as follows: KenCom dispatchers and supervisors will be attending a training session on January 24<sup>th</sup> given by Kendall County States Attorney, Eric Weis, in regards to court testimony. In house training of Rapid SOS and Tyler New World CAD will take place after the State’s Attorney training. Information as follows: Staff along with Larry Nelson met with Grundy County on Dec 20<sup>th</sup> to discuss back-up center solutions and connection. Pierro Electric will be installing the new diesel generator in the near future and will need to make final connections during which the electric to the tower will be shut off. Pierro Electric believes this will only take about twenty minutes and the UPS system should keep everything running during that time. In the event it takes longer and the UPS system goes down, the radio receive and transmit site at Hill and Rt. 30 will be off line. CAD Project Updates as follows: Tyler New World Fire Inspections Training was held on Friday, January 4<sup>th</sup> at the Oswego Fire Station One. Fire Inspections Training follow-up will be held on Friday, February 1, 2019 at 0800 hours at the Oswego Fire Station One. KenCom is steadily working through resolving issues with Tyler software. Staff is working closely with representatives of the police and fire agencies to determine best practices for workflows that changed as a result of the new software. Wireless 9-1-1 statistics for the month of December 2018 represented 77% of 9-1-1 calls received.

Closed Session Meeting Minutes – Witek made a motion to approve but do not release the October 18<sup>th</sup>, 2018 closed session meeting minutes, seconded by Hausler. All members present voting aye. Motion carried.

Consent Agenda – Nelson called for approval of the consent agenda. Prochaska made a motion, seconded by Hausler to approve the consent agenda which includes approval of the December 2018 Treasurer’s Report, and December 20<sup>th</sup>, 2018 Finance Committee Meeting Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:  
Personnel Committee Report – No Report.

Strategic Planning Committee Report – Nelson stated they met and will be discussing IPFlex further down on the agenda.

Operations Board Chair Report – Bergeron stated there was discussion on IPFlex. The Oswego Police Department discussed the possibility of having officer initiated calls in the new CAD.

Finance Committee Report:

Approval of Bills:

Operation Bills – Hausler made a motion to approve the January Operation Bills in the amount of \$210,732.27, seconded by Prochaska. Discussion. A roll call vote was taken with all five members present voting aye. Motion carried.

Surcharge Bills – Hausler made a motion to approve the January Surcharge Bills in the amount of \$87,670.31 seconded by Prochaska. During discussion Bergeron noted we did receive a bill from Tyler Technologies for the data migration for the Village of Montgomery. The work is not complete so we are holding the bill until it is done. A roll call was taken with all five members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses as follows: Additional NetMotion licenses which are bundled in increments of five for an amount not to exceed \$1,500.00; two laptop computers for the use with support tickets with Tyler Technologies for when they remote desktop in for an amount not to exceed \$3,000.00. Baird made a motion to approve the anticipated expenses for an amount not to exceed \$4,500.00, seconded by Witek. Discussion. A roll call was taken with all five members present voting aye. Motion carried.

Nelson called for Old Business:

Somonauk Police/Somonauk Fire – Nelson gave an update that the lines are installed and working, which will allow KenCom to receive ANI/ALI for calls that are transferred from DeKalb County. They were waiting on Frontier to set up the star codes to forward the calls to KenCom and did a test call and it came in on a seven-digit line. Discussion ensued.

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Nelson gave an update that there are discussions that Grundy County and KenCom will build their own half of the microwave which will both connect at the Newark Water Tower. After discussion, there was a consensus to proceed with Grundy County in building a microwave to connect at the Newark Water Tower.

Microwave Radio/Radio Reception (Montgomery) /Converting Police 5 or Police 7 – Nelson stated it was decided at the last Strategic Planning Committee to have A Beep come to the next meeting to discuss and get more specifics about moving forward.

9-1-1 Call Load Study– Bergeron stated the next step is to do a 30-day study with AT&T with turning off the two wireless circuits and rerouting to the landline circuits. Bergeron has to sign an implementation letter in order to do the study, which is contained in the packet for review. During discussion Bergeron mentioned she is reaching out to Cindy Barbera-Brelle for clarification to make sure KenCom will not incur any costs during the study, before she signs and sends back the letter.

Dwight Baird left the meeting at 9:42 a.m.

Collective Bargaining Agreement – No Report

NG9-1-1 Grant Phone Upgrade – Bergeron stated they are moving forward and need to first get through the 30-day call study to know how many 9-1-1 trunks KenCom needs which would determine what equipment is needed.

Any other Old Business – None

Nelson called for New Business:

Officer Self-Initiated Call – Bergeron stated the CAD system has the capability of officers generating their own CAD tickets with no intervention from KenCom. Oswego Police Department asked for it to be put on the agenda for the Operations Board for discussion. After discussion, every police agency present at the meeting was interested. The police agencies are going to meet separately to decide on the type of calls allowed and nature codes that will be used and once agreed as a group on how to proceed they will bring it to the Executive Board level for discussion. Stein noted the basis of the discussion was if they can use certain call types that is entirely officer run that would not affect their CAD counts. Witek mentioned if the officer initiated calls are integrated in with the rest of the CAD tickets/counts and part of the status checks, etc. he believes it is a great idea for officer safety and it is utilizing the technology to its fullest. Discussion ensued.

IPFlex to Change from POTS Lines – Nelson stated currently all the cities and the Sheriff's department have a seven-digit line (POTS lines) that rings into KenCom which they all pay for individually. If there was an emergency and dispatch had to evacuate, the lines would not be able to be answered. Nelson stated there is a new service offered by AT&T called IPFlex. You buy in blocks to start with ten lines and can increase individually above that and would be concurrent circuits. It gives the opportunity for the seven-digit lines to be rolled over to Grundy County in an emergency if necessary. Nelson mentioned after doing research, he believes they could go to IPFlex and take the current lines down and it would save money to almost all of the agencies. KenCom would receive the bill and in return bill out the agencies. After discussion, Nelson mentioned they are moving forward and getting quotes and will bring back to the Finance meeting next month.

Any Other New Business – None

Other Business – None

Closed Session – Prochaska made a motion to move 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 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. Section 2.06 5 ILCS 120/2(c)(1), seconded by Hausler. A roll call vote was taken with all four members voting aye. Motion carried. Closed session began at 10:16 a.m. Lynette Bergeron, Jennifer Stein and Bonnie Walters were excused from closed session.

Open session resumes at 10:31 a.m. The same members were present as before closed session.

Action After Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday February 21<sup>st</sup>, 2019 at the Public Safety Center - 9:00 a.m. Witek made a motion to adjourn the meeting, seconded by Prochaska. All members present voting aye. Meeting adjourned at 10:31 a.m.

Respectively submitted,

Bonnie Walters  
Recording Secretary