

KenCom Finance Committee Meeting Minutes
Held September 19th, 2019
9:02 a.m.

Member	Agency	Present	Absent
Greg Witek	LRFFD	X	
Judy Gilmour	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	
James Jensen	Yorkville PD	X	

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

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

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

Nelson called for Public Comments – None

Nelson called for Correspondence – Bergeron noted they received a thank you card from Jake Pruski’s family. Bergeron also received a thank you from the Kendall County Sheriff’s Office for KenCom’s involvement in the youth academy that was offered by the Sheriff’s Office for the first time this year.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom’s trainee is currently in the Shadow Phase of KenCom’s training program and is expected to be released from training at the end of the week. Mike Hoffer has accepted the position of QA Analyst. KenCom currently has one employee on FMLA leave. Jennette Welter-Fichtel has stepped down from her position as Shift Supervisor and will no longer provide GIS support but will remain employed with KenCom as a telecommunicator effective December 1st. KenCom advertised for two open positions. KenCom received 103 applications and 614 inquiries for the position on the Indeed website. The written exam was given to 56 applicants on Saturday, September 7th. Speed interviews were conducted on Saturday, September 14th with 22 applicants in attendance. Sheila Roberts has resigned from KenCom with an effective date to be determined around the beginning of October. KenCom has posted a job ad on Indeed to fill the vacancy for part-time Administrative Assistant. Training as follows: KenCom will be sending two employees to a training class in DeKalb; “Positive Interactions with Difficult People” on October 22nd or 23rd. Staff will be attending the Open Meetings Act Training presented by the Attorney General’s Office on Thursday, September 19th at 5:30 p.m. at the Kendall County Jury Assembly Room. Staff will be attending a First Net Regional Session in Plainfield on Wednesday, October 2nd. Staff will be attending the Tyler New World I3 User Group in Elgin on Tuesday, October 8th. KenCom has been in discussion with Kendall County GIS in reference to their future, ongoing GIS support. KenCom and Kendall County Court Services are in the process of finalizing an IGA for dispatch services. Court Services estimated annual CAD count is 700. Staff will be meeting with Will and Grundy Counties on Wednesday, September 25th to discuss PSAP boundaries for

submission to the State for NG911 GIS requirements. New Word release 2019.2 will be installed on the test environment on 9/27/19. Users should conduct testing on the system before the production upgrade is done on 01/21/2020. Tyler status calls with Kim Knutsen are now monthly instead of bi-weekly. Bi-weekly status calls on the Viper upgrade will be held on Tuesday's at 9 a.m. beginning on July 23rd. The new version of the Tyler New World Webview was installed, however it is not functioning properly and Tyler is in the process of getting these issues corrected. Notifications will be sent when a new training date has been determined. Power Phone will be conducting demo on their CAD integrated EMD software, "Total Response" on Monday, September 30th at 10 a.m. The demo will last approximately 45 minutes and can be attended remotely. KenCom along with the Little Rock Fox Fire Department attended a banquet for Cardiac Run of the Year on Wednesday, September 18th at 7 p.m. at Rush Copley. Wireless 9-1-1 statistics for the month of August 2019 represented 90% of 9-1-1 calls received.

Closed Session Meeting Minutes – None

Consent Agenda – Nelson called for approval of the consent agenda. Jensen made a motion, seconded by Burgner to approve the consent agenda, which includes approval of the August 2019 Treasurer's Report, and the August 15th, 2019 Finance Committee Meeting Minutes. All members present voting aye. Motion carried.

Nelson called for the Standing Committee Reports:

Personnel Committee Report – Jensen stated they met this morning and approved three new job descriptions.

Strategic Planning Committee Report – No Report

Operations Board Chair Report – Bergeron stated there was a recommendation to purchase the NetClock, which is in anticipated expenses for approval.

Finance Committee Report:

Approval of Bills:

Operation Bills – Baird made a motion to approve the September 2019 Operation Bills, in the amount of, \$184,004.77, seconded by Burgner. Discussion. A roll call vote was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Baird made a motion to approve the September 2019 Surcharge Bills, in the amount of, \$271,723.21 seconded by Burgner. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses as follows: The purchase of a new NetClock that will have multiple ports that will enable a sync between the CAD and phone system for a cost not to exceed \$8,000. Witek made a motion to approve the purchase of a NetClock for an amount not to exceed \$8,000, seconded by Baird. Discussion ensued. A roll call was taken with all six members present voting aye. Motion carried.

Nelson called for Old Business:

Somonauk Police/Fire – No Report

Grundy County 9-1-1 Backup/Microwave Radio Expansion /Fiber Connection – Nelson stated they are working on it and will be ready this fall.

Microwave Radio/Radio Reception (Montgomery) – No Report

Upgrading Police 5 and/or Police 7 – Nelson stated it is moving forward.

NG9-1-1 Grant Phone Upgrade – Nelson stated it is moving forward. Stein noted the kick off information is contained in the packet for informational purposes.

Kendall County Probations IGA for dispatching – Nelson stated they had a meeting with probations and Judge Pilmer. Judge Pilmer reviewed the IGA and gave his notes back before they left the meeting. Bergeron stated the changes requested have been made on the IGA and sent to the County Board.

IGA's to Cover the Adoption for IPFlex – Bergeron stated they have all the IGA's back and signed with the exception of Sandwich Fire and Kendall County.

2019/2020 Surcharge Budget – Bergeron reviewed the draft 2019/2020 Surcharge Budget to the board. Lengthy discussion ensued.

2019/2020 Operations Budget – Bergeron reviewed the draft 2019/2020 Operations Budget to the board. Lengthy discussion ensued.

Any other Old Business – None

Nelson called for New Business:

2020 Finance Committee Meeting Calendar – Burgner made a motion to approve the 2020 Finance Committee Meeting calendar, seconded by Baird. Discussion. All members present voting aye. Motion carried.

Finance Committee Closed Session Audio Destruction – None

Any Other Business –

Closed Session – None

Action After Closed Session – None

Nelson stated the next Finance Committee meeting is Thursday October 17th, 2019 at the Public Safety Center - 9:00 a.m. Baird made a motion to adjourn the meeting, seconded by Jensen. All members present voting aye. Meeting adjourned at 11:26 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary