

Minutes of the KenCom Operations Board Meeting
Held, Thursday, October 14th, 2020
2:00 p.m.
Oswego Fire Station 1, Training Room

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Liz Palko	MPD		X
Bobby Richardson	KCSO	X	
Tim Fairfield	BKFD	X	
Jonathan Whowell	PPD	X	
Ray Mikolasek	YPD	X	
Joe Severson	Village of Newark		X
Jeff Mathre	NFD		X
Dave Jordan	LRFFD		X
Tim Wallace	LSFD	X	
Zach Morel	SFD		X
Kevin Norwood	OPD		X
Tom Meyers	MFD		X
Dave Kunkel	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant; Jaymee Goodspeed, KenCom Supervisor; Pamela Hurtig, KenCom Operations Manager; Gene Morton, Plano Police Department.

Josh Flanders called the meeting to order and requested a roll call of the membership. Six of the fourteen members were present which resulted in not having a quorum for voting purposes.

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

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Bergeron gave a Personnel Report as follows: KenCom had two new employees start on September 22nd, 2020 and they are in Phase 1 of the training program. KenCom had one telecommunicator resign effective September 26th, 2020. KenCom is advertising for three open positions and the application deadline ends today. KenCom has one employee on FMLA leave and two employees on intermittent FMLA leave. Training as follows: Supervisor’s Adam Votava and Jaymee Goodspeed and Operations Manager Pamela Hurtig will be attending 9-1-1 Center Supervisor presented by NENA which has been moved to March 2021. Information as follows: KenCom has now converted all staff emails from the county’s email system to the KenCom email system. All KenCom employees and distribution groups will end with @KenCom911.com. Project Updates as follows: The microwave is up and stable between Grundy and KenCom and KenCom’s servers have been relocated to Grundy. Grundy made some changes to their monitor configuration, which requires new cables to allow KenCom to utilize Grundy’s monitors. Grundy has already ordered the cables. The upgrade to New World software version 2020.1HF2 was completed on the test environment on October 7th, 2020. The upgrade is required to allow the new NIBRS module to work properly which police agencies are required to begin using on January 1st, 2021. They are not able to go live with NIBRS because of training constraints with Tyler/New World and not meeting their deadline by December 31st. The equipment has been installed for the NICE recording Software Upgrade and we have a go live date the week of October 19th, 2020. A Beep has distributed the portable radios and conducted training with the agencies. The radio users group has met to discuss creating/revising KenCom policies to include the usage of P5. Policy changes were discussed and once those changes are made the radio users group will meet again to discuss. The

Memorandum of Understanding will be sent to all police agencies for signatures in the near future. CAD Wireless 9-1-1 statistics for the month of September 2020 represented 86% of calls received.

Closed Session Minutes but do not release – None

Consent Agenda – Flanders called for approval of the consent agenda. Whowell made a motion, seconded by Richardson to approve the consent agenda, which includes approval of the September 2020 Treasurer’s Report and the September 16th, 2020 Operations Board Minutes. All members present voting aye. Motion carried.

Flanders called for the Standing Committee Reports:
Strategic Planning Committee – No Meeting

Finance Committee Report:

Operation Bills – Whowell made a motion to approve the October 2020 bills for payment in an amount of \$206,375.66, seconded by Richardson. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Surcharge Bills – Whowell made a motion to approve the October 2020 bills for payment in an amount of \$111,914.48, seconded by Mikolasek. Discussion. A roll call was taken with all six members present voting aye. Motion carried.

Anticipated Expenses – None

Flanders called for Old Business –

Backup Center – Bergeron stated she has drafted a Memorandum of Understanding with Bristol Kendall Fire for the use of the backup center and will be sending to KenCom’s attorney to approve. Bergeron stated the cost to keep it running would be the four new computer towers they would need to purchase.

License Plate Reader – Bergeron reminded the Board of the joint special meeting to discuss the license plate readers is on October 15th at 10:00 a.m. at the Plano Police Department.

Flanders called for New Business:

Resolution for Electronic Attendance for Members – Bergeron stated the resolution is being reviewed by KenCom’s attorney and will bring back to next month’s meeting.

Policy and Procedures – None

Memorandum of Understanding Aurora Police Department – Bergeron stated the Memorandum of Understanding gives the Aurora Police Department the authorization to come onto KenCom’s frequency to help on an incident in Kendall County.

Budgets:

Operations Budget – Bergeron reviewed the Operations Budget. Discussion ensued.

Surcharge Budget – Bergeron reviewed the Surcharge Budget. Discussion ensued.

Other New Business – None

Closed Session – None

Flanders stated the next Operations Board Meeting is Tuesday, November 10th, 2020 at 2 p.m. at the Oswego Fire Station One Training Room. Whowell made a motion to adjourn the meeting, seconded by Richardson. All members present voting aye. Meeting adjourned at 2:31 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary