

**Minutes of the KenCom Operations Board Meeting
Held, Tuesday, January 18th, 2023
2:00 p.m.**

Member	Agency	Present	Absent
Josh Flanders	OFD	X	
Liz Palko	MPD	X	
Bobby Richardson	KCSO	X	
James Bateman	BKFD	X	
Jonathan Whowell	PPD	X	
Ray Mikolasek	YPD	X	
Cliff Fox	Village of Newark	X	
Jeff Mathre	NFD		X
Dave Jordan	LRFFD		X
Patrick Pope	LSFD		X
Zach Morel	SFD	X	
Kevin Norwood	OPD		X
Tom Meyers	MFD	X	
	ATFD		X

Others Present: Lynette Bergeron, KenCom Director; Jennifer Stein, KenCom Assistant Director; Pamela Hurtig, KenCom Operations Manager, Bonnie Walters, KenCom Executive Assistant; Chris Biggs, Oswego Police Department; Derek Forseth; Little Rock Fox Fire Department.

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

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

Flanders called for Public Comment – None

Flanders called for Correspondence – Bergeron stated Jen Stein, the Assistant Director of KenCom, has taken a position with Grundy County as their Director. Stein has been with KenCom since 2008 and has risen up the ranks within KenCom starting as a Dispatcher, Trainer, Supervisor, Training Supervisor, and then Assistant Director, and is ready for her next challenge. Bergeron mentioned to Stein that she will be greatly missed but wished her the best of luck. Stein thanked the Board for the opportunities she has been given at KenCom which have allowed her to grow and be creative.

Staff Report – Bergeron gave a Personnel Report as follows: KenCom is currently down two positions. Training as follows: Jenny Burkart and Brooke Gatto will be attending the Illinois MABAS Dispatcher Summit in Bloomington Normal from Feb 22nd through 24th. KenCom’s LEAD Trainer, Sarah Jenkins, is providing one-on-one training on TTY, elderly callers and call-taking procedures with a focus on entering locations into CAD. Oswego Fire is conducting CPR training for several employees beginning on January 20th. Project Updates as Follows: All ten cameras for Flock have been installed and are functional. The Undelete software has been installed and configured for digitizing LEADS records. Guidelines have been established on how to catalog the records. We will begin scanning records in the near future. The purpose of this program is to reduce the number of physical documents stored on premise due to space constraints. The New World upgrade test environment is scheduled for an upgrade on February 9th at 8:30 a.m. Please make sure all staff are on testing after that is completed. The production environment is scheduled for April 12th, 2023. Exagrid is moving forward and the primary site is complete and backing up records. The next step is to set up the backup system in Grundy and test the replication of data. CESSA Protocols and Standards Committee and Regional Committees have been meeting. Activation of the emergency alert button on the fire portable radios gives a visual indicator on

the consoles but no audible alert, which is different from the police portable radios. Text to 9-1-1 calls for the month of December was 7.

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 December 2022 Treasurer’s Reports and the December 14th, 2022 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 Fund Bills – Mikolasek made a motion to approve the January 2023 Operation bills, in the amount of \$217,721.85, seconded by Morel. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Surcharge Fund Bills – Richardson made a motion to approve the January 2023 Surcharge bills, in the amount of \$31,291.62, seconded by Whowell. Discussion. A roll call was taken with all nine members present voting aye. Motion carried.

Anticipated Expenses – Bergeron reviewed the anticipated expenses that are contained in the packet. Whowell made a motion to purchase five Adobe Acrobat Pro 2020 for an amount of \$2,608.90, seconded by Fox. A roll call was taken with all nine members present voting aye. Motion carried.

Flanders called for Old Business:
988/Public Act 102-0580-CESSA – Discussed in the staff report.

Flanders called for New Business:
Policy and Procedures – None

Other New Business – Richardson mentioned the Kendall County Sheriff’s Office has integrated a system called the HAAS system (collision avoidance system) which is an alert system that will show up on personal vehicles if you have navigation on your screen and global GPS. It will pop up if you come within a certain distance of a squad car that has its lights activated. All Kendall County Sheriff squads were finalized yesterday and once IT gets it running the Sheriff’s Office will be the first one in the State to have this system.

Closed Session – None

Flanders stated the next Operations Board Meeting is Wednesday, February 15th, 2023 at 2:00 p.m. at Kendall County Public Safety Center, Lower Level Conference Room. Mikolasek made a motion to adjourn the meeting, seconded by Morel. All members present voting aye. The meeting adjourned at 2:20 p.m.

Respectively Submitted,

Bonnie Walters
Recording Secretary