

Minutes of the Executive Board Meeting
Held Thursday, February 27th, 2025
5:30 p.m

Member	Agency	Present	Absent
Brian DeBolt	Kendall County Board	X	
Mike Peters	Kendall County Sheriff's Office	X	
David Thompson	Newark Fire District	X	
Darin Peterson	Bristol Kendall Fire District	X (5:33pm)	X
Darald Nelson	Village of Newark	X	
Josh Flanders	Oswego Fire District	X	
Scott Cryder	Lisbon Seward Fire District		X
Fred Kreinbrink	Little Rock Fox Fire District	X	
Chris Funkhouser	City of Yorkville		X
Jennifer Jones Sinnott	Village of Oswego		X
Scott Mulliner	City of Plano	X	
Andrew Steinbach	Member at Large		X

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Deputy Director; Jenny Haske, KenCom Assistant Director; Jeremy Messersmith, Bristol Kendall Fire Department.

Josh Flanders called the meeting to order and did a roll call with eight of the twelve members present, resulting in a quorum present to conduct a meeting.

Flanders called for a motion to approve the agenda. DeBolt made a motion to approve the agenda, seconded by Messersmith. Discussion. All members present voting aye. Motion carried

Flanders called for Public Comment – None

Flanders called for Correspondence – None

Staff Report – Hurtig gave a Personnel Report as follows: Teresa Gonzalez began employment with KenCom on Monday, December 9th. Teresa comes to us with 22 years of emergency dispatching experience. She has completed the training program and started working independently this week. KenCom currently has three telecommunicators in training who are progressing quite well. They are in the second of three training phases. We anticipate their release from training in mid-April. TC/Lead trainer Bill Linder retired on Friday, January 3rd. TC/LAC Cheryl Kemp retired on Monday, February 10th. KenCom is down two TC positions and hiring four, which includes the allotted plus two. KenCom is currently interviewing to replace our 3rd supervisor vacancy, Lead Trainer, and the LEADS Agency Coordinator (LAC) positions. Jennifer Powel was selected Telecommunicator of the Year by the Illinois Sheriff's Association! The ISA Winter Conference and Awards Banquet will be held on Monday, February 10th in Springfield. This is the second year in a row a KenCom telecommunicator has been awarded TC of the Year for the Sheriff's Association. Training as follows: In-house training for December was the annual harassment, cyber, and fire extinguisher safety. In-house training for January was TTY and fire upgrades. In-house training for February is PowerPhone Active Listening Skills.

Jordan Mahara and Paul Pope attended the MABAS Conference in Bloomington-Normal Feb 19th-21st. The APCO Leadership Symposium is being held this week at the Plainfield PD. This unique annual event brings together everyone in the ECC to discuss issues and identify and share solutions. Telecommunicators are included on February 26th, supervisors on February 27th, and directors or managers on February 28th. Jenny Haske will attend the NENA Center Management Certification Program in Plainfield, IL from March 24th-28th. Brooke Gatto will attend the APCO Certified Training Officer course in Plainfield, IL from April 14th – 16th. LEADS as follows: On February 11th Hurtig received notice that they did pass the LEADS audit. Project updates as follows: Staff met with the Motorola team and ABeep on February 5th to discuss the project timeline of the Digital Fixed Station Interface. Motorola will be ordering the equipment in March/April. Motorola's tentative timeframe would be the end of summer to complete the project and have the ability to go fully digital. KenCom has decided to pass on being a pilot for the CESSA program. Initially, it was discussed to only use EMS call types. Moving forward, they added police call types, which added additional challenges for PSAPS. CESSA meetings continue. KenCom Employee Handbook has been reviewed by the attorney. The handbook was presented to the Personnel Committee last week for final review before being presented to the Executive Board for the February meeting. The second onboarding meeting for PACE Scheduler was on Tuesday, January 14th. Kendall County provided Haske with the payroll codes to input into the system so we can move forward. Text to 9-1-1 totals for January was 2.

Approval of Closed Session Meeting Minutes – Debolt made a motion to approve the November 21st, 2024 closed session meeting minutes, seconded by Kreinbrink. All members present voting aye. Motion carried.

Consent Agenda – Flanders called for approval of the consent agenda. Peters made a motion, seconded by DeBolt to approve the consent agenda as follows:

- Treasurer's Report – November 2024, December 2024, January 2025
- November 21st, 2024 Executive Board Minutes
- Dan Gallup as Primary Member on the KenCom Operations Board and Joe Johnson as the Alternate Member for Oswego Fire Department

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Flanders stated the Board approved to renew a 1 million dollar CD at 3.90% for 12 months.

Report of the Executive Board Chair – No Report.

Report of the Operations Board Chair – Bergeron stated there was discussion about the police going digital. The police have all the mobile radios needed to go fully digital, and the fire departments were told that as they purchase new equipment make sure they are digital capable. It was agreed to take to the MABAS division to start the discussion on a timeline when the fire departments can be completed and go fully digital. KenCom bought all police and fire new portable radios, which are ready to go digital, and the mobile radios are what need to be purchased by the fire agencies. Once those discussions are completed it was discussed to bring back to the Operation Board.

Report of the Personnel Committee – Flanders stated with the anticipation of Bergeorn's retirement, Jim Jensen had requested a salary study for the Director's position, and the County offered and completed that study. The completed employee handbook was also discussed and approved.

Report of the Strategic Planning Committee – Bergeron gave a brief history of how the Strategic Planning Committee had run in the past. Ideas came to the Committee with ideas that wanted to be implemented immediately. They have never had a true Strategic Planning Committee that looked at projects for the future. Hurtig reviewed a list to the Committee for a 5 and 10-year plan for future planning. 5-year plan are as follows: Replace two propane generators with diesel generators – purchased in 2013; Build 2nd tower at Public Safety Building – overloaded (do we need everything on there currently, question for A-Beep); 2027 Tyler maintenance contract expire (need to start negotiations with Tyler on a new maintenance contract); Explore Tyler migration to the cloud (before 2030, the replacement of host servers is due); 2028 Motorola maintenance contract expires. Current radio consoles are obsolete and would need to migrate to Motorola's new AXS consoles with a 10/24 base system. The total estimate is \$ 1,559,840. Consolettes purchased 2024 for backup communications to Grundy have just been received by Grundy County; KenCom expansion - office space, conference room, training room equipped with training consoles, quiet/wellness room, and additional storage space; New dispatch consoles; Explore the possibility of remote dispatching. KenCom has not increased staff since 2014, so there needs to be discussions on increasing positions and reorganizing (possibly adding a part-time position). Discussion ensued on staffing and future needs. Oswego Fire hired NIU, Center for Government Studies to come and create a Strategic Plan for them, and it was successful. Hurtig reviewed all they would do to create a Strategic Plan for KenCom, and are working on a quote. Lengthy Discussion ensued.

Flanders called for Old Business:

Discussion of 2-1-1 – Hurtig stated the calling center that was in Bloomington (PATH) will not be handling the 211 for the State, and have reached out to local organizations to see if they could secure a location by June 1st, 2025. 2-1-1 representatives have reached out to Fox Valley United Way, and they have found a company out of Colorado that is starting to take over many organizations in the state of Illinois for a fraction of the price that PATH was paying. Bergeron stated at the last 2-1-1 meeting that there was a unanimous motion to allow Fox Valley United Way to take on the 2-1-1 contracts and where the calls are being directed. Discussion ensued.

Second Radio Tower – Moved to the Strategic Planning Committee.

Other Old Business – None

Closed Session – DeBolt made a motion to go 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, 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, seconded by Peterson. 5 ILCS 120/2(c)(1). A roll call was taken with all eight members present voting aye. Motion carried.

Closed session began at 6:11 p.m. Pamela Hurtig and Jenny Haske left for closed session.

Closed session ended, and back into Open session at 6:25 p.m. Same members were present as before closed session.

Action after closed session – DeBolt made a motion for Pamela Hurtig to become the Director with a salary of a 3% raise effective June 27, 2025, in the amount of \$138,844.00, seconded by Peterson, Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Flanders called for New Business:

Executive Board Closed Session Audio Destruction – None

Employee Handbook – Kreinbrink made a motion to approve the revised KenCom Employee Handbook, seconded by DeBolt. Discussion ensued. All members present voting aye. Motion carried.

KenCom Lease Option to Renew – Peterson made a motion to approve the renewal of the KenCom Lease with the County, seconded by DeBolt. Discussion. A roll call was taken with all eight members present voting aye. Motion carried.

Other business from the floor – Nelson made motion to move the May 22nd, 2025 Executive Board meeting to May 15th, 2025 at 5:30 pm and moving the joint Executive/Operations Board Meeting to August 28th, 2025, seconded by Mulliner. Discussion. All members present voting aye. Motion carried.

The next scheduled Executive Board Meeting is Thursday, March 27th, 2025 at 5:30 p.m. at the Plano Police Department lower-level training room. Thompson made a motion to adjourn the meeting, seconded by Peters. All eight members present voted aye. Motion carried. The meeting adjourned at 6:45p.m.

The meeting was recorded by Lynette Bergeron, and minutes were completed by Bonnie Walters.

Respectfully Submitted,

Dwight Baird
Secretary