

KenCom Finance Committee Meeting Minutes

May 15th, 2025

9:00 a.m.

KenCom Public Safety Center

1100 Cornell Lane, Yorkville

Conference Room

Member	Agency	Present	Absent
Josh Flanders	Oswego Fire		X
Brian DeBolt	Kendall County Board	X	
Dwight Baird	KCSO	X	
Zoila Gomez	City of Plano		X
Jason Bastin	Oswego Police	X	
Fred Kreinbrink	Little Rock Fox Fire		X
James Jensen	Yorkville PD	X	

Others present: Lynette Bergeron, KenCom Director; Pamela Hurtig, KenCom Deputy Director; Jenny Haske, KenCom Assistant Director; Bonnie Walters, KenCom Executive Assistant..

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

Baird called for a motion to approve the agenda. DeBolt made a motion to approve the agenda as written, seconded by Jensen. Discussion. All members present voting aye. Motion carried.

Public Comment – None

Baird called for Correspondence – None

Staff Report: – Hurtig gave a Personnel Report as follows: KenCom is currently down four TC positions, and hiring is almost complete. We currently have four full-time and two experienced part-time candidates with a tentative start date of Monday, May 16th, 2025. On May 13th, former employee Lynsey Sobieraj started as a part-time telecommunicator with KenCom to assist with the staffing crisis. She is currently in a training refresher phase, and we are excited to have her back on the team. KenCom's Public Education Committee members Jordan Mahara and Teresa Gonzalez participated in Newark Grade Schools Camp on May 9th. They were ready for the expected 90 children in attendance with goodie bags and tons of 911 information to share. Training as follow: Jenny Haske and Bonnie just got back from the Tyler Connect Conference running from May 11th through May 14th. On June 6th, Pamela Hurtig, Jenny Haske, and Jordan Mahara will be attending the Active Threat Response Conference in Warrenville, IL. In-house training for May is on the PACE Scheduling Software. Project Updates as follows: Motorola's tentative timeframe for completing the DFSI project is the end of summer. DFSI testing was performed on April 21 and 22 in the Motorola testing lab. The simulcast digital configuration testing was unsuccessful. Dave Gossage is working with Tait to determine the next steps for troubleshooting. Future testing will be scheduled. There is a bill down for CESSA in Springfield that has been passed to bump out the CESSA requirements to 2027. Hurtig stated a Southern Fox Valley EMS Coordinator was listening to a CESSA meeting in February and was tired with the no progress, no movement, and no communication and they decided to create a subcommittee in Region 9 (KenCom's Region). Hurtig attended the first meeting at Delnor and 988 was discussed and will be scheduling another meeting. Discussion ensued. They received the custom export required for payroll from PACE, and still have some changes to make, but we are on a forward-moving path. KenCom was assigned a new onboarding representative, and PACE will reboot the 3-year agreement to begin after we can go live with the program. Project Kick-Off Meeting for Word Systems/Nice Recording System Upgrade is scheduled for August 5th, 2025. Looking at late summer, early fall for the upgrade. FoxTalk/OFML Migration, IT support has been working with agencies to submit the necessary paperwork to the state for the interface connection and required testing. The deadline for migration is June 1st. KenCom has a tentative go-live date of May 27th. Text to 9-1-1 totals for April were 6.

Closed Session Minutes but do not release – None

Consent Agenda – Baird called for approval of the consent agenda. Jensen made a motion, seconded by Bastin to approve the consent agenda, which includes approval of the April 2025 Treasurer’s Reports for the Surcharge and Operating Funds and the April 17th, 2025 Finance Committee Minutes. All members present voting aye. Motion carried.

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

Strategic Planning Committee Report – Hurtig stated they had the NIU Strategic Plan kickoff meeting scheduled for June 2nd. Throughout the process, they will be reaching out to all the agency heads to do interviews. There will also be focus groups created with members from the Strategic Committee and the Operations Board. The three members from Strategic are Garrett Carlyle, Norm Allison, and Ryan Cihak. Hurtig continued that they had a meeting with Tyler New World regarding the new contract and their plans to move to Cloud, which went well. Discussion ensued on the Tyler Contract and forming a Committee for negotiations

Operations Board Report – Bergeron stated there was discussion about going fully digital with the fire agencies, which was taken to the MABAS meeting. There was no movement that came out of the MABAS meeting about when fire will be ready to go digital. It was discussed that between the Operations and Executive Board, there may need to be a final deadline date given to the fire agencies to have their digital-capable mobiles.

Finance Committee Report:

Operation Fund Bills – DeBolt made a motion to approve the May 2025 Operation bills, in the amount of \$199,556.61, seconded by Bastin. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Surcharge Fund Bills – DeBolt made a motion to approve the May 2025 Surcharge bills, in the amount of \$20,559.25, seconded by Bastin. A roll call was taken with all four members present voting aye. Motion carried.

Anticipated Expenses – Hurtig reviewed the anticipated expenses contained in the packet. DeBolt made a motion to approve HipLink not to exceed \$15,490.00, seconded by Bastin. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Baird called for Old Business:

KenCom Second Tower – DeBolt mentioned we need to know where the new tower is going to be located when they do the plans for the expansion of the Sheriff’s Office for the architect. Discussion ensued. Baird mentioned getting a letter from A Beep suggesting the best location to put the new tower.

Future KenCom Expansion – No Report.

Finance Committee Closed Session Audio Destruction – None

Any other Old Business – Bergeron stated they have an old tower and building in Oswego that is behind Ron Westphal Chevrolet which is abandoned but still belongs to KenCom. Eventually, something needs to be done with it and wanted everyone to know it was there.

Flanders called for New Business:

Finance Committee Closed Session Audio Destruction – None

KenCom \$1,000,000 CD – Bastin made a motion to reinvest \$1,000,000 for 12 months at a rate of 2.95%, seconded by DeBolt. Discussion. All members present voting aye. Motion carried.

APCO 2025 Conference Hotel – DeBolt made a motion to approve the APCO 2025 Conference Hotel for \$170 plus tax per night (GSA pricing is \$150), seconded by Bastin. Discussion. A roll call was taken with all four members present voting aye. Motion carried.

Quality Insurance Analyst – Hurtig stated Quality Insurance is time consuming, and she would like to bring in a part-time employee to do that. Bill Linder is a retired KenCom employee who she would like to hire for the position, for under 600 hours per year and would come out of the Surcharge Contingency line for the remainder of the budget year. DeBolt made a motion to approve a part-time Quality Insurance Analyst at a rate of 30.32 per hour for an annual amount not to exceed \$18,192, seconded by Bastin. Discussion. A roll call was taken with all members present voting aye. Motion carried.

Other New Business – None

Other Business – None

Closed Session – None

Action after Closed Session – None

Baird stated the next Finance Committee meeting is Monday, June 23rd, 2025 at 9:00 a.m. KenCom Public Safety Building, Lower Level Emergency Operations Center. DeBolt made a motion to adjourn the meeting, seconded by Bastin. All members present voting aye. Motion carried. The meeting adjourned at 9:46 a.m.

Respectively submitted,

Bonnie Walters
Recording Secretary