

**Minutes of the Executive Board Meeting  
Held Thursday, October 23<sup>rd</sup>, 2025  
5:30 p.m**

| <b>Member</b>    | <b>Agency</b>                   | <b>Present</b> | <b>Absent</b> |
|------------------|---------------------------------|----------------|---------------|
| 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             |
| 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 Hughes  | Village of Oswego               | X              |               |
| Scott Mulliner   | City of Plano                   | X              |               |
| Andrew Steinbach | Member at Large                 | X              |               |

Others present: Pamela Hurtig, KenCom Director; Jenny Haske, KenCom Deputy Director; Sarah Jenkins, KenCom Operations Manager.

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. Funkhouser made a motion to approve the agenda, seconded by Nelson. 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: We proudly announce that KenCom employees collaboratively created our first KenCom Slogan, Mission Statement, and Core Values! KenCom is currently down two TC positions and one supervisor position. We are hiring for five positions, including our plus-two positions. Thank you to our agencies for sharing our employment ad and video. The video advertisement plays in the Oswego, Yorkville, and Sandwich movie theaters until November 2<sup>nd</sup>. We conducted shift meetings with all employees on Friday, October 10th. We had a representative from Angie's Place speak about overall wellness and stress from the job. Employees were very engaged in the conversation. We want to partner with Angie's Place for our upcoming wellness program. We also reviewed the KenCom/NIU-CGS Employee Engagement Survey results. Staffing shortages, compensation, and scheduling were among the primary overarching themes. They requested increased headcount and competitive salary, and several employees expressed support for transitioning to 12-hour shifts. Other primary themes included advanced technology, physical space needs, transparency, and

consistent leadership engagement. Employees also identified opportunities to strengthen internal pipelines for leadership development, mentorship, and avenues to recognize and promote internal talent. We were excited to see that KenCom employees shared many of the same goals as the new management team. Haske and Jenkins attended the OPD/OFD Safety Campus Event with their amazing KenCom Booth. They also enjoyed interacting with the public and first responders. Training as follows: October's monthly skills training covers the Integrated Public Alert & Warning System (IPAWS) as we move towards utilizing HipLink to issue critical public alerts and warnings that will reach far more cellular callers in the Kendall area when necessary. All trainees have been released from KenCom's training program and will receive an anonymous survey to rate their training experience, as we continually strive to improve. Hurtig, Haske, and Jenkins attended the Tyler Users Group in Elgin on October 7<sup>th</sup> & 8<sup>th</sup>. There was a presentation regarding Tyler Cloud, which we hope to move towards as soon as possible. Tyler also purchased Emergency Networking at the end of July, which is their solution for replacing Fire RMS. The 41<sup>st</sup> Annual IPSTA Conference will be held in Springfield on October 19<sup>th</sup> – 22<sup>nd</sup>. Hurtig, Haske, and Jenkins attended. Gunther attended for being awarded the KC Association of Chiefs of Police's Dispatcher of the Year, along with TC's Goodspeed and Nuevo. Project Updates as follows: DFSI—Motorola has a few more updates, and we should be ready to go digitally encrypted on P1, P3, and P7. At the Operations Board meeting yesterday, Dave Gossage and John Sullivan from A Beep were in attendance. The police agencies set a date to go fully digital and encrypted in the first week of November. CESSA—Has been moved from pilots to full implementation by June 2027. Currently, there are 175 PSAPs in IL, and the state goal is to implement 21 PSAPs at a time, which will only start with level 1 of the CESSA matrix. KenCom is unique since we are split between regions 7 & 9. I have contacted the SFVEMSS Region 9 EMS Coordinator and will await guidance from them or the state when we are selected to begin. The state will provide support and training for all PSAPs before implementation. HipLink—It is up and running as expected, pending IPAWS implementation. Phoenix G2—We are still working on making sure everything is fully connected. All Oswego Stations have been successfully built out and connected to our servers. DigiCom is now working on building out the Bristol Kendall FD. Limble- The contract has been signed. Hurtig, Haske, and Jenkins attended an onboarding meeting and are working on getting everything set up. We will use the software to process repair requests, track inventory, and track certifications. Session Border Cutover is still planned for late November. Text to 9-1-1 totals for September were 9.

Approval of Closed Session Meeting Minutes – None

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

- Treasurer's Report – September 2025
- September 25<sup>th</sup>, 2025 Executive Board Minutes

All members present voting aye. Motion carried.

Standing Committee Reports:

Report of the Finance Committee – Hurtig stated the budget was reviewed and approved to move forward to the Executive Board for final approval.

Report of the Executive Board Chair – No Report.

Report of the Operations Board Chair – Hurtig stated that they discussed and made the digital encryption plan.

Report of the Personnel Committee – No Report.

Report of the Strategic Planning Committee – Hurtig stated that they updated the Committee on the NIU Strategic Plan process and discussed the need for a space needs analysis for KenCom.

Flanders called for Old Business:

Drafted Fiscal Year 2026 Surcharge Budget – Hurtig reviewed the drafted Fiscal Year 2026 Surcharge Budget. Peters made a motion to approve the Fiscal Year 2026 Surcharge Budget as presented, seconded by Kreinbrink. Discussion ensued. A roll call was taken with all seven members present voting aye. Motion carried

Drafted Fiscal Year 2026 Operations Budget – Hurtig reviewed the drafted Fiscal Year 2026 Operations Budget. Nelson made a motion to approve the Fiscal Year 2026 Operations Budget using the next fiscal year's applied surplus, seconded by Funkhouser. Discussion ensued. A roll call was taken with all seven members present voting aye. Motion carried.

Other Old Business – None

Flanders called for New Business:

Executive Board Closed Session Audio Destruction – None

Repeal Lodging Expense Resolution – Mulliner made a motion to repeal the Lodging Expense Resolution, seconded by Hughes. Discussion. All members present voting aye. Motion carried.

Lodging Expense Policy – Kreinbrink made a motion to approve the revised Lodging Expense Policy, seconded by Mulliner. Discussion. All members present voting aye. Motion carried.

Naperville Fire Department MOU – Funkhouser made a motion to approve the Naperville Fire Department MOU, seconded by Hughes. Discussion. All members present voting aye. Motion carried.

Other business from the floor – None

The next scheduled Executive Board Meeting is Thursday, November 20th, 2025, at 5:30 p.m. at the Plano Police Department lower-level training room. Nelson made a motion to adjourn the meeting, seconded by Kreinbrink. All seven members present voted aye. Motion carried. The meeting adjourned at 6:30 p.m.

The meeting was recorded by Jennifer Haske.

Respectfully Submitted,

Dwight Baird  
Secretary