

# Lake County Illinois

*Lake County Courthouse and Administrative Complex*  
18 N. County Street  
Waukegan, IL 60085-4351



## Meeting Minutes - Final

**Thursday, January 8, 2026**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:**  
[\*\*https://bit.ly/3MUUNum\*\*](https://bit.ly/3MUUNum)

**Financial & Administrative Committee**

**1. Call to Order**

*Vice Chair Parekh called the meeting to order at 8:32 a.m.*

**2. Pledge of Allegiance**

*Member Hewitt led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent** 2 - Chair Frank and Member Maine

*Other Attendees*

*In Person:*

*Sandy Hart, County Board Chair*

*John Idleburg, Sheriff*

*Lisa Wolf, 19th Judicial Circuit Court*

*Karl Walldorf, 19th Judicial Circuit Court*

*Betsy Brandon, County Administrator's Office*

*Yvette Albarran, Purchasing*

*Keay Crandall, County Administrator's Office*

*Chris Covelli, Sheriff's Office*

*Jim Chamernik, Sheriff's Office*

*Janna Philipp, County Administrator's Office*

*Gina Tuczak, Finance*

*Michael Wheeler, Finance*

*Erika Osinski, Human Resources*

*RuthAnne Hall, County Administrator's Office*

*Lacey Simpson, County Administrator's Office*

*Matt Meyers, County Administrator's Office*

*Patrice Sutton, County Administrator's Office*

*Electronically:*

*Jo Gravitter, State's Attorney's Office*

*Emily Karry, Public Works*

*Demar Harris, Workforce Development*

*Ruby Bahena, Finance*

*Melanie Nelson, State's Attorney's Office*

*Jon Nelson, Division of Transportation*

*Mary Crain, Division of Transportation*

*Carl Kirar, Facilities and Construction Services*

*Abby Krakow, Communications*

*Heidie Hernandez, Enterprise Information Technology*

*Claudia Gilhooley, 19th Judicial Circuit Court*

*Robert Rigali, Nutrire Vending*

*Kevin Carrier, Division of Transportation*

*Lawrence Oliver, Sheriff's Office*

*Matthew Solotaire, Nutrire Vending  
Errol Lagman, Finance  
Mike Jeschke, Finance  
Erika Osinski, Human Resources  
Nicole Rogers, Finance  
Chris Blanding, Enterprise Information Technology  
JazMine' Evans, Finance  
Steven Spagnolo, State's Attorney's Office  
Sonia Hernandez, County Administrator's Office  
Alex Carr, Communications  
Brea Barnes, Finance  
Kasia Kondracki, Treasurer's Office  
Jennifer Brennan, Communications  
Caitlin Everett, Human Resources  
Adam Krueger, Finance  
ShaTin Gibbs, Finance  
Jerial Jorden-Woods, Finance*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment**

*There were no comments from the public.*

**6. Chair's Remarks**

*Vice Chair Parekh welcomed everyone to the new year.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.13)**

**\*MINUTES\***

**8.1 26-0020**

Committee action approving the Financial and Administrative Committee minutes from December 4, 2025.

**Attachments:** [F&A 12.4.25 Final Minutes](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**\*REPORTS\***

8.2 [26-0036](#)

Report from Anthony Vega, County Clerk, for the month of November 2025.

Attachments: [County Clerk Monthly Finance Report for November 2025](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

8.3 [26-0035](#)

Cash & Investment Report from Holly Kim, Treasurer, for the month of November 2025.

Attachments: [FSG 11-30-25.pdf](#)

[Lake County Investment Portfolio Summary - November 2025.pdf](#)

[Cash & Investment Report - Nov 30, 2024.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**\*LAW & JUDICIAL\***

8.4 [26-0032](#)

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Villages of North Barrington and North Barrington, Lake County and the Lake County Sheriff's Office (LCSO) from January 1, 2026, to December 31, 2028, in the estimated annual amount of \$1,156,970.89.

Attachments: [2026-2028 IGA Village of North and Lake Barrington Contract Rate Calcul](#)  
[IGA North and Lake Barrington Police Contract 2026-2028.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.5 26-0033**

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Village of Beach Park (Beach Park), Lake County and the Lake County Sheriff's Office (LCSO) from January 1, 2026, to December 31, 2028, in the estimated annual amount of \$771,313.93.

**Attachments:** [2026-2028 IGA Village of Beach Park Police Contract - signed](#)

[2026-2028 IGA Village of Beach Park Contract Rate Calculations.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.6 26-0027**

Joint resolution authorizing the acceptance of a state fiscal year (SFY) 2026 Juvenile Justice Council (JJC) grant awarded to the Lake County State's Attorney's Office by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (DHS) to enhance and strengthen the Lake County JJC, which is run by the Lake County State's Attorney's Office, and approving an emergency appropriation of \$80,000 in grant funds.

**Attachments:** [JJC Grant-Budget Summary UPDATED](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.7 26-0040**

Joint resolution authorizing the acceptance and execution of a Bloodsworth grant awarded by the Bureau of Justice Assistance (BJA) to the Illinois Innocence Project (IIP) of which the Lake County State's Attorney's Office (LCSAO) is subgrantee, to partner with the LCSAO to reduce the number of wrongful convictions within Lake County including an emergency appropriation of \$245,327 in grant funds.

**Attachments:** [Bloodsworth Grant-Budget Summary UPDATED](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.8 26-0062**

Joint resolution authorizing the acceptance and execution of an Illinois Department of Human Services (IDHS) Named Appropriation Programming grant assisting the Lake County State's Attorney's Office Gun Violence Prevention Initiative (GVPI) to help reduce violence by increasing community response of shootings, and approving an emergency appropriation of \$1,500,000 in grant funds.

**Attachments:** [IDHS Grant-Budget Summary UPDATED](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.9 25-1586**

Joint resolution authorizing an emergency appropriation in Fund 254 Children's Waiting Room to fund benefits expenses of the Fiscal Year 2025 budget in the amount of \$8,200 from the Fund 254 fund balance.

**Attachments:** [Kids Korner - FY25 Emerg Approp 12.12.25 REV.](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.10 25-1400**

Joint resolution authorizing the first amendment to the Amended and Restated Agreement for Retail Sanitary Sewer Service between Lake County and the Village of Hawthorn Woods.

**Attachments:** [2025.07 - Revised 23132 Kemper Ridge - Preliminary Site Plan Exhibit TA](#)  
[25-1400 1st Amendment to Amended and Restated Agreement Hawthorn'](#)  
[25-1400 Hawthorn Woods Retail Service Area](#)  
[25-1400 Kemper Ridge CP Analysis Final 7-22-25](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.11 26-0051**

Joint resolution authorizing the execution of the first amendment to the Restated and Amended Agreement for Sewage Disposal between Lake County and the Village of Lake Villa (Village).

**Attachments:** [26-0051 Amendment to Lake Villa Wholesale IGA](#)  
[26-0051 Agreement Service Area Boundary](#)  
[26-0051 Revised Overlap Policy for NWFPA LRSD System Final](#)  
[26-0051 Subdivision areas of proposed asset transfer](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.12 26-0028**

Joint resolution authorizing a contract with Copenhaver Construction, Inc., Union, Illinois, in the amount of \$4,421,079.17 for non-motorized improvements along Washington Street, from Sextant Drive to Almond Road, and appropriating \$5,305,000 of County Option Motor Fuel Tax funds.

**Attachments:** [26-0028 Bid Tab](#)  
[26-0028 Vendor Disclosure](#)  
[26-0028 Location Map](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.13 26-0029**

Joint resolution authorizing a contract with Berger Contractors, Inc., Wauconda, Illinois, in the amount of \$2,867,174.87 for the intersection improvements of Deep Lake Road at Depot Street, and appropriating \$3,555,000 of County Option Motor Fuel Tax funds.

**Attachments:** [26-0029 Bid Tab](#)

[26-0029 Vendor Disclosure](#)

[26-0029 Location Map](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**Finance**

**8.14 26-0037**

Resolution authorizing an emergency contract extension for Temporary Employee Services.

**Attachments:** [Contract Extension](#)

[Lake County Vendor Disclosure Statement](#)

*Yvette Albarran, Purchasing Manager, explained that this item is to authorize an emergency contract extension for Temporary Employee Services. Discussion ensued.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.15 26-0049**

Resolution to enter into a contract with Nutrire Vending, LLC, Hillside, Illinois, for food and vending services for Lake County for a two-year period plus three one

year renewals.

**Attachments:** [Vendor Disclosure Form](#)

[2025-11-05 RFP 25300 Food and Vending Service FINAL](#)

[Post - Score Matrix- Board Approval](#)

[2026-01-05 Contract 25300 Food and Vending Services Agreement DRAF](#)

*Yvette Albarran, Purchasing Manager, explained that this item is for approval of a contract for food and vending services for Lake County. Discussion ensued. Patrice Sutton, County Administrator, provided further clarification regarding the coffee kiosk.*

**A motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.16 [26-0044](#)**

Tax Abatement Ordinance for the Series 2022 General Obligation Refunding Bonds.

*Items 8.16 through 8.19 were discussed and voted on together.*

*Gina Tuczak, Chief Financial Officer, explained that these items are for approval of tax abatement ordinances for the Series 2022, 2019, and 2018 General Obligation Refunding Bonds, as well as the Series 2015A General Obligation Bonds.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that items 8.16 through 8.19 be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.17 [26-0045](#)**

Tax Abatement Ordinance for the Series 2019 General Obligation Refunding Bonds.

*Items 8.16 through 8.19 were discussed and voted on together. See consolidated notes under item 8.16.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that items 8.16 through 8.19 be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.18 26-0046**

Tax Abatement Ordinance for the Series 2018 General Obligation Refunding Bonds.

*Items 8.16 through 8.19 were discussed and voted on together. See consolidated notes under item 8.16.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that items 8.16 through 8.19 be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.19 26-0047**

Tax Abatement Ordinance for the Series 2015A General Obligation Bonds.

*Items 8.16 through 8.19 were discussed and voted on together. See consolidated notes under item 8.16.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that items 8.16 through 8.19 be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.20 26-0048**

Tax Abatement Ordinance for Special Service Area Number (SSA #) 16 tax levy.

*Gina Tuczak, Chief Financial Officer, explained that this item is for approval of a tax abatement ordinance for Special Service Area Number 16 tax levy. Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Vealitzek, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.21 25-1567**

Resolution authorizing an emergency appropriation in the amount of \$32,000 for services in Special Service Area Number 17 (SSA #17), Ivanhoe Estates.

*Gina Tuczak, Chief Financial Officer, and Michael Wheeler, Budget Manager, explained that this item is to authorize an emergency appropriation for services in Special Service Area Number 17, Ivanhoe Estates.*

**A motion was made by Member Hewitt, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.22 25-1568**

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2026 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

**Attachments:** [Jan-26 Carryovers Combined FINAL 1.5.26](#)

*Michael Wheeler, Budget Manager, and Gina Tuczak, Chief Financial Officer, explained that this item is to authorize emergency appropriations for Fiscal Year 2026 in various funds for projects, items, and activities budgeted in the prior year and not completed.*

**A motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.23 25-1574**

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2025.

**Attachments:** [TB + DOT GOT LIT 12.30.25](#)

*Gina Tuczak, Chief Financial Officer, and Michael Wheeler, Budget Manager, explained that this item authorizes line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year 2025.*

**A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**8.24 26-0053**

Director's Report - Finance.

**Attachments:** [Finance Director's Report LITs at 12-31](#)

*Gina Tuczak, Chief Financial Officer, provided an update regarding line item transfers approved under her authority. Discussion ensued.*

**County Administration**

**8.25 26-0071**

Resolution approving an intergovernmental agreement (IGA) to install a public Wi-Fi project and provide service through December 2026 by and between Lake County and the City of Waukegan.

**Attachments:** [IGA - Public Wifi.pdf](#)

[City of Waukegan Public Wi-Fi Presentation Dec 2025](#)

*Keay Crandall, Digital Equity Manager, and Betsy Brandon, Assistant to the County Administrator, explained that this item is for approval of an intergovernmental agreement (IGA) between Lake County and the City of Waukegan to install public Wi-Fi and provide service through December 2026. Discussion ensued.*

**A motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

#### 8.26 [26-0052](#)

Resolution supporting the Illinois America 250 Commemoration.

*Matt Meyers, Deputy County Administrator; Betsy Brandon, Assistant to the County Administrator; and Janna Philipp, Operations and Program Coordinator, explained that this item shows Lake County's support for the Illinois America 250 Commemoration and is a symbolic kick-off for the County's plans, events, and opportunities for Board Members and members of the community to participate. Discussion ensued.*

**A motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

#### 9. County Administrator's Report

*Matt Meyers, Deputy County Administrator, provided follow-up from the proposed new coffee kiosk vendor, noting that they will be able to compost the coffee grounds and that they will be serving lattes and a full line of espresso drinks.*

*Deputy County Administrator Meyers also noted that there is a potential development opportunity along the Route 173 Corridor, so there is a mutual desire to terminate an existing agreement between Old Mill Creek, Wadsworth, and Lake County to allow this potential development opportunity to come to fruition.*

#### 10. Executive Session

**A motion was made by Member Clark, seconded by Member Hewitt, that the Committee go into Executive Session. The motion carried by the following roll call**

**vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

*The Committee entered into Executive Session at 9:11 a.m.*

**10.1 26-0014**

Executive Session to discuss claims, loss or risk management information, records, data, advice, or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool pursuant to 5 ILCS 120/2 (c)(12).

**10.2 26-0015**

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

*The Committee returned to Regular Session at 9:25 a.m.*

**11. Regular Session (for action on Executive Session items)**

**11.1 26-0070**

Committee action authorizing settlement authority for Case Number 250531W001.

**A motion was made by Member Clark, seconded by Member Vealitzek, that this committee action item be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**11.2 26-0021**

Committee action approving the Financial and Administrative Committee Executive Session minutes from December 4, 2025.

**A motion was made by Member Hewitt, seconded by Member Pedersen, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 5 - Member Clark, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Absent:** 2 - Chair Frank and Member Maine

**12. Member Remarks and Requests**

*There were no Member remarks or requests.*

**13. Adjournment**

*Vice Chair Parekh declared the meeting adjourned at 9:25 a.m.*

**Next Meeting: January 29, 2026**

*Meeting minutes prepared by Theresa Glatzhofer.*