

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, December 4, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:00 p.m.

Present 7 - Chair Paxton, Vice Chair Pat Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Others present:

John Byrne, Sheriff's Office

Chris Creighton, Finance and Administrative Services

RuthAnne Hall, Purchasing

Sandra Hart, County Board Member

Efren Heredia, Purchasing

Brian Keller, Sheriff's Office

Doug Larssen, Sheriff's Office

Aaron Lawlor, County Board Chair

Kevin McCann, Speer Financial

Jerry Nordstrom, Health Department

Orlando Portillo, Coroner's Office

Ray Rose, Sheriff's Office

Sandra Salgado, Sheriff's Office

Brandy Schroff, Purchasing

Howard Sell, Information Technology

Mary Stevens, Circuit Court

Patrice Sutton-Burger, Finance and Administrative Services

Kirk Talbott, Information Technology

Paula Trigg, Division of Transportation

Blanca Vela-Schneider, County Board Office

Ryan Waller, County Administrator's Office

Dale Wathen, Sheriff's Office

2. **Pledge of Allegiance**

Chair Paxton led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **13-1388**

Minutes from October 2, 2013.

Attachments: [F&A Minutes 10.02.13 \(Final\).pdf](#)

A motion was made by Member Rummel, seconded by Member Mandel, that items 3.1 and 3.2 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

3.2 **13-1400**

Executive session minutes from October 2, 2013.

A motion was made by Member Rummel, seconded by Member Mandel, that items

3.1 and 3.2 be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

3.3 13-1387

Minutes from October 15, 2013.

Attachments: [HCS Minutes 10.15.13 \(Final\).pdf](#)

A motion was made by Member Mandel, seconded by Member Rummel, that the minutes be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

3.4 13-1391

Minutes from October 16, 2013.

Attachments: [RRL Minutes 10.16.13 \(Final\).pdf](#)

A motion was made by Member Mandel, seconded by Member Rummel, that the minutes be approved. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

There was no public comment.

6. Old Business

There was no old business to conduct.

7. New Business

LAW & JUDICIAL

7.1 13-1369

Joint resolution authorizing an emergency appropriation in the Coroner Fees Fund in the amount of \$16,136 for operational supplies, clothing and uniforms, training, and cell phone expenses.

Patrice Sutton-Burger of Finance presented a resolution authorizing an emergency appropriation in the Coroner Fees Fund in the amount of \$16,136. Revenue exceeded budgeted amounts and the additional funds will be used for operational supplies, clothing and uniforms, training, and cell phone expenses.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.2 13-1370

Joint resolution authorizing line item transfers between various funds for the purpose of transferring previously approved funds in 2013.

Attachments: [LIT for December 10 2013](#)

Patrice Sutton-Burger presented a resolution authorizing line item transfers between various funds. Gasoline in the Sheriff's Department was underfunded and transfers from other line items in the Sheriff's Department will realign expenses. Public Works also experienced a shortage to the chemical supplies, electrical parts, and mechanical parts/supplies line items and a transfer from the facility improvements line item will realign expenses.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.3 13-1367

Joint resolution authorizing a contract with Aramark Correctional Services, Downers Grove, IL, in the estimated amount of \$910,304.55 per year for inmate food services.

RuthAnne Hall of Purchasing and Sandra Salgado, Undersheriff Ray Rose, Sheriff Mark Curran, and Dale Wathen of the Sheriff's Department presented a resolution authorizing a contract with Aramark Correctional Services for inmate food services. Although not within Lake County, Aramark has a local presence in Lake County, will be able to transport food during the kitchen renovation at the jail, and is the most qualified to support the County's needs. Ms. Hall reported the contract is for two years with three, one year renewals. During the kitchen renovation, the cost per meal will be \$1.24 and after the construction the cost per meal will be \$1.03. It was noted there is still an anticipated savings of \$16,000 for the contract period.

A motion was made by Member Rummel, seconded by Member Taylor, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.4 13-1368

Joint resolution to enter into a contract with Wexford Health Services, Inc., Pittsburgh, PA, in the estimated amount of \$2,241,265 per year for inmate and juvenile healthcare services and transfer \$300,000 in anticipated savings to General Operating Expense Contingency.

RuthAnne Hall of Purchasing and Sandra Salgado, Undersheriff Ray Rose, Sheriff Mark Curran, and Dale Wathen of the Sheriff's Department presented a resolution to enter into a contract with Wexford Health Services, Inc. for inmate and juvenile healthcare services

and to transfer \$300,000 in anticipated savings to the General Operating Expense Contingency. The existing contract with another vendor expires January 31, 2014. Undersheriff Rose explained Wexford will bring a non-proprietary electronic medical program that will help the County better track health services of its inmate records. There is an estimated savings of \$300,000 with this contract. Wexford also shares an offsite coverage cap of \$250,000 which would be split with the County if needed. Deputy County Administrator Amy McEwan explained an interdepartmental committee and a third party subject matter expert reviewed other contracts across the country. They evaluated the proposals for risk factors, costs, operations, and policies, particularly in regards to the medical portion's impact to medical operations in the jail. Employees with the existing vendor will have the opportunity to apply to Wexford.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote: The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.5 13-1328

Joint resolution authorizing an emergency appropriation and acceptance of a grant award in the amount of \$8,800 for a Tobacco Enforcement program from the State of Illinois Liquor Control Commission.

Attachments: [Tobacco Enforcement Agreement 2013](#)

A motion was made by Member Carlson, seconded by Member Mandel, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.6 13-1360

Joint resolution authorizing the State's Attorney's Appellate Prosecutor Program for FY2014 continued participation for a fee of \$35,000.

Attachments: [2013 Appellate Prosecutor Letter.pdf](#)

Deputy Administrator Amy McEwan presented a joint resolution authorizing the State's Attorney Appellate Prosecutor Program's continued participation for FY 2014. The State's Attorney's Appellate Prosecutor handles Lake County criminal appeals, provides investigative and prosecutorial support in criminal cases, provides comprehensive training programs for prosecutors, and provides monthly case newsletters, legislative updates, and Uniform Complain Book supplements. The amount is set and has not increased in five years.

A motion was made by Member Sauer, seconded by Member Taylor, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.7 13-1364

Joint resolution authorizing an emergency appropriation in the FY14 budget, with offsetting revenue, in the amount of \$60,000 to implement Juvenile Accountability Block Grant programming for the Nineteenth Judicial Circuit.

Attachments: [JABG Chart of Accounts SFY2014](#)
[Letter to 19th Judicial Circuit re JABG award](#)

Mary Stevens of the 19th Judicial Courts Office presented a joint resolution authorizing an emergency appropriation in FY 2014's budget to implement Juvenile Accountability Block Grant programming. The funding will be used to fund a part-time program coordinator position, provide pre employment training, supplies, and bus passes to approximately 35 youths who have gone through probation, and contract with local agencies and employers.

A motion was made by Member Mandel, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

HEALTH & COMMUNITY SERVICES

7.8 13-1363

Joint resolution authorizing an emergency appropriation in FY13 Health Department budget in the amount of \$99,180 from the Illinois Department of Healthcare and Family Services.

Attachments: [Emergency Appropriation for FY13 November 2013 - Illinois Department of](#)

Jerry Nordstrom of the Health Department presented a joint resolution authorizing an emergency appropriation in FY 2013 from the Illinois Department of Healthcare and Family Services. Funds will be used to provide comprehensive, preventive medical care to children to ensure they receive all recommended well care visits each year.

A motion was made by Member Carlson, seconded by Member Mandel, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.9 13-1365

Joint resolution authorizing an emergency appropriation in the FY13 Health Department budget in the amount of \$14,414 from the Illinois Department of Public Health.

Attachments: [Emergency Appropriation for FY13 November 2013 - IDPH](#)

Jerry Nordstrom of the Health Department presented a joint resolution authorizing an

emergency appropriation in FY 2013 Health Department budget from the Illinois Department of Public Health. Funds received from this grant will be used for advertising.

A motion was made by Member Mandel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

REVENUE, RECORDS & LEGISLATION

7.10 13-1382

Joint resolution authorizing a two year contract with Kolkmeier Consulting of Springfield, IL for state legislative consulting services.

Assistant County Administrator Ryan Waller presented a resolution authorizing a two year contract with Kolkmeier Consulting for state legislative consulting services. The County has a long standing and successful relationship with Mr. Kolkmeier.

A motion was made by Member Sauer, seconded by Member Rummel, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

PUBLIC WORKS & TRANSPORTATION

7.11 13-1376

Ordinance approving the Admissions Agreement with the Central Lake County Joint Action Water Agency (CLCJAWA) to allow for two new water service areas and authorizing all necessary acts.

Attachments: [13-1376 CLCJAWA FLH GWP Admission Ordinance with Exhibits.pdf](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.12 13-1331

Ordinance providing for the issuance of \$7,000,000 Special Service Area (SSA) Number 16 Ad Valorem Special Tax Bonds for the financing of the Lake Michigan Water Project, and providing for the levy and collection of an annual tax for the payment of the principal and interest on said bonds.

Attachments: [Updated Bond Ordinance 12.4.13.pdf](#)

[Updated Exhibit A 12.4.13.pdf](#)

[Updated Exhibit B 12.4.13.pdf](#)

[Updated Exhibit C 12.4.13.pdf](#)

Assistant County Administrator Ryan Waller reported on updated financial information in the ordinance. Copies were provided to the Committee members.

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.13 13-1329

Joint resolution approving a contract with R.A. Mancini, Inc. in the amount of \$1,783,030 and authorizing an emergency appropriation in the amount of \$1,800,000 to Fiscal Year (FY) 2014 budget for the Diamond/Sylvan Lake Diversion Phase III Project.

Attachments: [12.10.13 DSL Phase III Bid Tab Attachment.pdf](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.14 13-1336

Joint committee action authorizing the deletion of accounts deemed uncollectable in the Public Works' accounts receivable records.

Attachments: [13-1336 Uncollectable Accts Attachment.pdf](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.15 13-1341

Ordinance creating a policy regarding the Automated Meter Reading (AMR) project and amending the rate ordinance to establish associated fees.

Attachments: [13-1341 Rate Ordinance AMR Fees.pdf](#)
[AMR Meter Opt Out Policy \(2\).pdf](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.16 13-1356

Joint resolution awarding a contract for the renovation of the Sign Shop (Building E) at the Lake County Division of Transportation (LCDOT) campus in Libertyville, Illinois, to Camosy Incorporated, Zion, Illinois, in the amount of \$166,900, and designated as Section 13-00214-23-MG.

Attachments: [13-1356 Bid Tab LCDOT Facility, Building E Renovation Sign Shop](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.17 13-1357

Joint resolution awarding a contract for the replacement of the Building "B" (Heavy Duty Repair Shop) at the Lake County Division of Transportation (LCDOT) campus in Libertyville, Illinois, to Camosy Incorporated, Zion, Illinois, in the amount of \$2,130,800 and designated as Section 11-00214-22-MG.

Attachments: [13-1357 Bid Tab LCDOT Facility, Building B Renovation Heavy Duty Sho](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.18 13-1350

Joint resolution authorizing an emergency appropriation of \$34,421,764.55 in the 2013 Road Construction Bond fund for road improvements to public roads within the County, including Rollins Road at Illinois Route 83, and Fairfield Road at Illinois Route 176, and designated as Section 13-00999-50-GB.

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.19 13-1351

Joint resolution authorizing an agreement with SEECO Consultants, Inc., Tinley Park, Illinois, for geotechnical testing services as part of the Phase III construction engineering services for the proposed roundabout at the intersection of River Road at Roberts Road,

at a maximum cost of services described as \$150,000, and designated as Section 07-00086-08-CH.

Attachments: [13-1351 River Road and Roberts Road Consultant Agreement Draft](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.20 13-1352

Joint resolution authorizing the execution of an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the use of federal highway funds for the intersection improvement of River Road at Roberts Road, appropriating \$1,855,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 07-00086-08-CH.

Attachments: [13-1352 River Road and Roberts Road IDOT Agreement Draft](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.21 13-1353

Joint resolution authorizing an agreement for professional engineering services with Gewalt Hamilton Associates, Inc., Vernon Hills, Illinois, for Phase II design engineering services for the proposed construction of the Deerfield Road bike path, from Thornmeadow Road to Saunders Road, at a maximum cost of services described as \$388,405.67, appropriating \$470,000 of Matching Tax funds for these engineering services, and designated as Section 99-00038-04-BT.

Attachments: [13-1353 Deerfield Road Bike Path Consultant Agreement Draft](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.22 13-1354

Joint resolution appropriating a supplemental amount of \$15,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests, for various County highways, and designated as Section 13-00000-09-GM.

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.23 13-1355

Joint resolution appropriating \$115,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests for various County highways, and designated as Section 14-00000-09-GM.

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.24 13-1381

Joint resolution appropriating a supplemental amount of \$100,000 of 2011A Tax Exempt General Obligation (GO) Bonds Road Construction funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the RR Underpass Washington Street Thoroughfare, Washington Street from Haryan Way to Lake Street, and a grade separation of the Canadian National Railroad, and designated as Section 11-00121-11-BR.

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.25 13-1358

Joint resolution authorizing the renewal of two agreements between Lake County and Pace Suburban Bus Division of the Regional Transportation Authority (RTA) providing terms and conditions for the year of 2014, by which Pace will coordinate operations of, and partially fund, the Lake County Northwest Demonstration Project for the expansion of the paratransit services to meet the needs of the mobility challenged constituent populations in Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda Townships. This project is designated as Section 09-00280-01-ES.

Attachments: [13-1358 2014 Lake County NW Demo Project IGA DRAFT](#)

[13-1358 PACE Subsidy Agreement Draft](#)

A motion was made by Member Carlson, seconded by Member Taylor, that items 7.11 through 7.13 and 7.15 through 7.25 be recommended for adoption to the

County Board agenda and item 7.14 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

FINANCIAL & ADMINISTRATIVE

7.26 13-1340

Resolution authorizing emergency appropriations for FY 2014 in various funds for certain projects, items and activities, which were budgeted in the prior year and not completed.

Attachments: [December Carryovers for FY14](#)

Patrice Sutton-Burger of Finance and Administrative Services presented a resolution authorizing emergency appropriations for FY 2014 in various funds.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.27 13-1378

Resolution approving a modification to the Lake County Tuition Reimbursement Educational Assistance Program.

Attachments: [Tuition Policy Revised w Tracking](#)
[Tuition Policy--Revised Final](#)

Rodney Marion of Human Resources presented a resolution modifying the Lake County Tuition Reimbursement Educational Assistance Program. The modification will increase the amount employees can receive from \$1,500 to \$2,000 per fiscal year upon successful completion of a grade C or better of coursework.

A motion was made by Member Mandel, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.28 13-1379

Resolution approving Alternate Work Arrangements Policy 3.3 that will regulate the processes for employees to work remotely, adjust hours of work, and compress work weeks.

Attachments: [3 12 Telework Red line](#)
[3 8 Working at Home - Red line](#)
[3 3 Scheduled Hours - Red line](#)
[Final Policy](#)
[Final 080213 Flexible Arrangement Request](#)

Rodney Marion of Human Resources presented a resolution authorizing alternate work arrangements policy 3.3 that will regulate the processes for employees to work remotely, adjust hours of work, and compress work weeks. Other outdated policies have been incorporated into this policy. An employee's productivity will be measured and prior authorization is required from the employee's department head, Human Resources, and the County Administrator.

A motion was made by Member Taylor, seconded by Member Sauer, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

7.29 13-1384

Resolution approving the modification of policy 10.1 On the Job Employee Behavior.

Attachments: [Section X Employee Conduct Final](#)
[Section X Employee Conduct Redline](#)

Rodney Marion of Human Resources presented a resolution authorizing modification to policy 10.1 regarding On the Job Employee Behavior. The policy updates the list of infractions and details the pre-disciplinary and progressive disciplinary processes.

A motion was made by Member Mandel, seconded by Member Taylor, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8. Executive Session

Executive session was entered into at 1:35 p.m.

A motion was made by Member Rummel, seconded by Member Carey, to go into executive session. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.1 13-1374

Executive Session to discuss personnel matters pursuant to 5ILCS 120/2 (c)(1).

Executive session was exited at 1:39 p.m.

A motion was made by Member Rummel, seconded by Member Sauer, to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.2 13-1375

Committee action authorizing a modification to a personnel policy.

A motion was made by Member Mandel, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Executive session was entered into at 1:40 p.m.

A motion was made by Member Sauer, seconded by Member Rummel, to go into executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.3 13-1399

Executive session to discuss pending litigation pursuant to § 5 ILCS 120/2(c)(11).

Executive session was exited at 1:45 p.m.

A motion was made by Member Mandel, seconded by Member Carlson, to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

8.4 13-1398

Committee action authorizing a settlement regarding the David Sabourin vs. Lake County.

A motion was made by Member Rummel, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

9. County Administrator's Report

Deputy County Administrator Amy McEwan reported the Strategic Plan will be presented at the Committee of the Whole meeting on December 6, 2013.

Amy Pechacek of Risk provided updates to the liability insurance program and renewal process. The Committee had requested she pursue quotes for additional insurance coverages and higher limits on two lines of coverage. Increasing Prime and Cyber Liability coverages from \$1,000,000 to 5,000,000 is reasonable. However decreasing the County's General Liability deductible is cost prohibitive and not an option.

9.1 13-1373

Presentation of the Economic Indicator Report.

Patrice Sutton-Burger of Finance and Administrative Services reported October receipts are above what was anticipated and revenues are now forecasted to be slightly above budget.

10. Adjournment

Chair Paxton adjourned the meeting at 1:56 p.m.

A motion was made by Member Carlson, seconded by Member Sauer, that the meeting be adjourned. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee