

# Lake County Illinois

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



## Agenda Report - Final

Thursday, August 3, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/3Dt3NPK>

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:** Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:  
Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item: # (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

**CONSENT AGENDA (Items 8.1 - 8.8)**

**\*HEALTH & COMMUNITY SERVICES\***

8.1 [23-1014](#)

Joint resolution accepting the Emergency Solutions Grant (ESG) from the Illinois Department of Human Services and authorizing an emergency appropriation in the amount of \$28,259 for grant administration and the implementation of the Homeless Management Information System (HMIS).

- The \$28,259 in grant funds will be used to operate HMIS and administer the ESG.
- The \$28,259 in grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2023 budget.
- The grant award will be for the period July 1, 2023 through June 30, 2024.
- If funding for the position and services end, and new funding is not secured, the position and services will be eliminated.

**Attachments:** [Emergency Appropriation 2022-08 - IL ESG](#)

8.2 [23-1093](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$192,727 for the Suicide Prevention Call Center Enhancement grant.

- The \$192,727 Illinois Department of Human Services grant will fund six current staff positions, supplies, and contractual services.
- The \$192,727 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2023 budget.
- The grant award will be for the period July 1, 2023, through April 29, 2024.

**Attachments:** [Suicide Prevention Call Center Enhancement](#)

8.3 [23-1094](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$267,779 for the Tuberculosis Elimination in Uniting for Ukraine grant.

- The \$267,779 Illinois Department of Public Health grant will fund a temporary outreach worker, supplies contractual services, indirect expenses, and offset existing staff salaries and fringe benefits.
- The \$267,779 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2023 budget.
- The grant award will be for the period August 15, 2022, through September 10, 2023.
- If funding for the position and services end, and new funding is not secured, the position and services will be eliminated.

**Attachments:** [TB U4U FY23](#)

8.4 [23-1096](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Globalization Adjustment and Assistance Act grant modification and authorizing an emergency appropriation in the amount of \$9,780.42.

- DCEO has provided a modification to the Trade Globalization Adjustment and Assistance Act grant to the Lake County Workforce Development Department in the amount of \$9,780.42.
- The grant is for the term of October 1, 2022 to September 30, 2023, which includes funding for individuals certified as eligible under the Act.
- This funding is expected to cover training costs for one additional customer.
- An emergency appropriation of \$9,780.42 is requested to be approved to allocate these funds into the Workforce Department's Fiscal Year 2023 budget and authorize acceptance of this modification.

**Attachments:** [21-661001 Grant Modification Grant Agreement](#)

8.5 [23-1098](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Comprehensive and Accessible Reemployment through Equitable Employment Recovery (CAREER) Dislocated Worker Grant modification and approving an emergency appropriation in the amount of \$100,080.81.

- The WIOA CAREER Grant modification increases the grant by 100,080.81 for a total grant award of \$628,580.81.
- The WIOA CAREER Grant will fund employment and training services for an additional twelve dislocated workers that have been unemployed for an

extended period.

- The grant period is December 1, 2021 through August 19, 2023.

**Attachments:** [WDD DWG CAREER Grant Modification](#)

**\*LAW & JUDICIAL\***

**8.6** [23-1079](#)

Joint resolution authorizing a contract with Galls, LLC, Lexington, Kentucky, to procure uniforms, vests, and carriers for the Lake County Sheriff's Office (LCSO) in the estimated annual amount of \$329,352.

- A contract is requested for the purchase of uniforms, vests, and carriers for the LCSO.
- A Request for Proposal (RFP) was developed and extended to three vendors, sealed proposals were received from two vendors.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of Finance Services, and the LCSO selected Galls, LLC, Lexington, Kentucky, as the most qualified and advantageous proposal for Lake County.
- This resolution authorizes a one-year agreement with four additional one-year renewal options that will cost Lake County an estimated annual amount of \$329,352.

**Attachments:** [Galls LLC Vendor Disclosure](#)

[Lake County - Uniforms, Vests, and Carriers - Agreement #23087 - Galls](#)

**8.7** [23-1085](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Victims of Crime Act (VOCA) juvenile victim advocate and mental health staff grant, award by the Children's Advocacy Centers of Illinois (CACI) for Fiscal Year (FY) 2024, including grant funding of \$219,591.

- The Lake County Children's Advocacy Center/ Lake County State's Attorney's Office has been awarded \$219,591 in grant funds from the Children's Advocacy Centers of Illinois (CACI)
- The grant term is July 1, 2023 through June 30, 2024.
- The Lake County Children's Advocacy Center will use the funds to fund the salary and fringe benefits for the continuation of the Juvenile Victim Advocate, as well as a LCCAC/LCHD Senior Therapist and contract additional mental health facilitation.
- Funding for these positions and grant exist in the Lake County State's Attorney's approved FY 2023 budget.
- If funding for these positions ends, and new funding is not secured, the positions will be eliminated.

**8.8** [23-1086](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy

Center's program expansion funding, awarded by the Department of Children & Family Services (DCFS) through the Children's Advocacy Centers of Illinois for State Fiscal Year (SFY) 2024, including grant funding of \$571,799, with an emergency appropriation of \$483,122.

- The Lake County Children's Advocacy Center has been awarded \$571,799 in grant funds from DCFS.
- The grant term is July 1, 2023 through June 30, 2024.
- The Lake County Children's Advocacy Center/ Lake County State's Attorney's Office will use the funds to provide salary and benefits for two Victims' Advocates, an Education and Prevention Specialist, Program Director, Administrative Assistant, and contractual work for a Communication and Marketing Specialist, and Forensic Interviewers assigned to the grant program.
- This funding will require an emergency appropriation in the amount of \$483,122 in the Lake County State's Attorney's/Lake County Children's Advocacy Center approved Fiscal Year (FY) 2023 budget for the additional positions and \$88,677 for the Victim Advocate which has been approved for the FY 2023 Budget making the grant total 571,799.
- If funding for these positions ends, and new funding is not secured, the positions will be eliminated.

**Attachments:** [Grant Accounting Spreadsheet to FAS LCCAC DCFS FY24 FINAL](#)

## **REGULAR AGENDA**

### **\*HEALTH & COMMUNITY SERVICES\***

#### **8.9 [23-1092](#)**

Joint resolution accepting the Illinois Department of Healthcare and Family Services funding and authorizing an emergency appropriation in the amount of \$847,000 for the Medicaid Match program.

- The \$847,000 Illinois Department of Healthcare and Family Services funding will be used to fund the Belvidere Medical Building renovation project, Midlakes roofing project, Zion roofing project, Belvidere Medical Building heating replacement on roof, Belvidere Medical Building glass curtain wall, 3010 Grand boiler replacement, 3010 Grand Board Room video equipment upgrade, Women's Residential Services lower-level bathroom renovation, NeoGov Policy Management and Accreditation Standards System, and Belvidere Medical Building and Zion scanning project.
- The \$847,000 in additional funding has not been previously appropriated because the resources were secured after the County's adoption of the FY 2023 budget.
- The funding will be for the period December 1, 2022, through November 30, 2023.

**Attachments:** [Medicaid Match EA](#)

**\*LAW & JUDICIAL\***

**8.10**     [23-1080](#)

Joint resolution approving an intergovernmental agreement (IGA) for part-time contractual police services by and among the Beach Park School District #3, Lake County, and the Lake County Sheriff's Office (LCSO) in the amount of \$49,367.24.

- Beach Park School District #3, and the LCSO piloted a part-time police/school resource officer program in 2016 to provide police services in the form of a police/school resource officer (SRO) at the Beach Park Middle School.
- The main objectives in having an SRO are to develop a positive relationship between law enforcement and the students, effectively deal with juvenile offenses/issues and to protect students and the school from violations of the law.
- The term of this agreement is for one year, beginning August 1, 2023, and ending July 31, 2024.
- The contract includes one part-time SRO for 16 hours per week while school is in session.
- Beach Park School District #3 will reimburse the cost for the SRO position for the hours worked. The SRO will be assigned other duties while not serving as the SRO. State's Attorney's Office, County Administration and Finance have reviewed this contract.

**Attachments:**     [2023-2024 1 Year Contract Rate BPSD #3 - final](#)  
                                 [BPSD #3 SRO Contract FA signed](#)

**8.11**     [23-1095](#)

Joint resolution ratifying an agreement with Motorola Solutions, Inc. Chicago, Illinois for the purchase of dispatch consoles and a distributed antenna system in the amount of \$4,799,405.73 to support the Regional Operations Communications (ROC) Facility.

- There is a need to purchase 34 AXS Dispatch Consoles and a Distributed Antenna System (DAS) to support the new consolidated dispatch center.
- The Lake County Emergency Telephone System Board (ETSB) and Facilities and Construction Services coordinated a joint technology and ROC working groups to identify radio system capabilities for the ROC facility.
- The Motorola Core MCore Connectivity to the Star Com 21 network was defined as a requirement for dispatch functions at the ROC facility and Motorola is the sole provider of technology associated with MCore Connectivity.
- Pursuant to Chapter 33.066 Bid Exemption of the Lake County Purchasing Ordinance, the Purchasing Agent engaged an ad hoc committee to review the request and determined that there is only one source for the required goods, service, or construction item.
- ETSB submitted the request for approval at their recent board meeting on July 11, 2023.
- Funding for this purchase and ongoing maintenance and software subscription is

provided by ETSB.

**Attachments:** [Motorola Bid Exemption Request 12-14-22](#)  
[Action Item Consolidated PSAP Radio System Purchase](#)  
[Lake County AXS Console proposal July 21 2023](#)  
[Vendor Disclosure Statement](#)

**\*FINANCIAL & ADMINISTRATIVE\***

**County Clerk**

**8.12 [23-1073](#)**

Resolution accepting the Voter Registration State Grant 2024 from the Illinois State Board of Elections and authorizing an emergency appropriation in the amount of \$291,655 for the specific purpose of assisting in the maintenance and other costs associated with the County's voter registration system in order for it to communicate with the centralized statewide voter registration system, and some election security related expenses.

- The County Clerk's Office has received a grant from the Illinois State Board of Elections for the purposes of election security and assisting in the maintenance and other costs associated with its voter registration system. This facilitates communication with the Centralized Statewide Voter Registration System as required by Title III Section 303 of the Help America Vote Act of 2002.
- The \$291,655 in grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2023 budget.
- The grant is a reimbursement grant, whereby purchases are made by the County Clerk, and upon presentation of invoices and proof of payment, and approval by the Grants Program Manager, the County is reimbursed for qualified expenses.
- The grant award will be for the period July 1, 2023, through June 30, 2024.

**Attachments:** [Co Clerk Grant Appropriation](#)

**8.13 [23-1090](#)**

Update on the Clerk's Office Redemption and Greenbook Process.

**Attachments:** [2023 F&A Distribution Update 082023](#)

**Facilities and Construction**

**8.14 [23-1083](#)**

Resolution authorizing an emergency appropriation and authorizing an agreement with FGM Architects, Inc., Chicago, Illinois for professional architectural and engineering services for the replacement of Lake County's Libertyville Campus fuel facility, in the amount of \$400,000.

- Lake County's Libertyville Campus fuel facility was constructed in 1992 and is at the end of its useful life.
- In April of 2023, a feasibility study was completed with the recommendation that the existing fuel facility be completely replaced.
- A professional services firm will be utilized to prepare the necessary design documents and then provide project oversight during construction.
- In accordance with the Local Government Professional Services Selection Act, a firm may be selected directly by the County based on a prior satisfactory relationship; the recommended consultant is FGM Architects, Inc., Chicago, Illinois.
- This project will be funded with Corporate Capital Improvement Program (CCIP) unallocated funds, with reimbursement from the Division of Transportation and Public Works Department for their respective cost share amounts. These funds must be emergency appropriated from the General Fund's Capital Improvement Fund, Fund 106 Fund Balance, as this expense was not anticipated in the Fiscal Year 2023 Budget. There is sufficient fund balance that has been set aside for long-term capital needs to accommodate this expense.

**Attachments:** [23-1083 Contract, Fuel Facility Replacement](#)  
[23-1083 Vendor Disclosure, FGM](#)  
[23-1083 Location Map, Fuel Facility Replacement](#)

**8.15** [23-1097](#)

Resolution authorizing a contract with Environmental Systems Research Institute, Inc., Redlands, California for ArcGIS Indoors Spaces software in the annual amount of \$47,151.

- As part of the Fiscal Year (FY) 2023 Budget and in alignment with the Facilities Capital Improvement Plan, procurement of Mapping and Space Management software was authorized.
- Lake County has approximately 2,000,000 square/feet of building real estate in support of County government daily operations.
- Lake County needs to ability to use mapping data to provide space utilization and location marking for infrastructure assets, allowing management to locate, inventory and reduce liability by capturing maintenance behavior.
- Purchasing identified a cooperative purchasing contract with Environmental Systems Research Institute, Inc., Redlands, California through the State of Illinois to procure equipment, products, or services.
- The contract authorizes the Purchasing Agent to enter into a contract in the amount of \$47,151 for year one and an estimated amount of \$32,240 for years two and three. The current term of the contract is through December 27, 2023.
- Pursuant to Article 33.115 Cooperative Joint Purchasing of the Lake County Purchasing Ordinance, Lake County may participate in a cooperative purchasing agreement with Omnia Partners.

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

[Quote](#)

**8.16** [23-1081](#)

Resolution authorizing execution of a contract with SunPeak, LLC of Madison, Wisconsin, in the amount of \$2,249,300 for the Purchase of Photovoltaic Array (PV) for the Regional Operations and Communications Facility.

- As part of the Modified Fiscal Year (FY) 2021 Budget and in alignment with the Facilities Capital Improvement Plan, design of a new Consolidated 911, Emergency Management Agency (EMA), and Emergency Telephone Systems Board (ETSB) Facility was authorized.
- Funding for this project is provided through ARPA and bond funds.
- The County issued a two-step bid to identify qualified bidders. The bid included a base bid for a comprehensive PV array and supporting work and three alternates.
- Lake County received two bids for the base bid for the project ranging from \$2,020,000 to \$2,998,493.87. It was determined that it was in the best interests of Lake County to award alternate #2 of which only one bid was received in the amount of \$2,249,300.
- SunPeak, LLC or Madison, Wisconsin, was the lowest responsive and responsible bidder for alternate #2 in the amount of \$2,249,300.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with SunPeak, LLC of Madison, Wisconsin, in the amount of \$2,249,300.

**Attachments:** [23097 Bid Tab](#)

[23097 Solar Array Bid Final](#)

[Vendor Disclosure Form](#)

**8.17** [23-0679](#)

Director's Report - Facilities and Construction Services.

**Human Resources**

**8.18** [23-1103](#)

Resolution authorizing a Collective Bargaining Agreement (CBA) between the Lake County Board, Lake County Sheriff's Office, and the Metropolitan Alliance of Police (MAP) Chapter 777.

- This is a five-year agreement retroactive to December 1, 2020 through November 30, 2025 and covers 17 Correctional Sergeants Positions for Lake County Sheriff's Office.
- Wage settlement of:
  - 3.00 percent on December 1, 2020.
  - 2.5 percent on December 1, 2021.
  - 2.75 percent on December 1, 2022.
  - Minimum 2.75 percent and maximum 3.00 percent on December 1, 2023 and on December 1, 2024.

- The unit agreed to a new salary step schedule.

**Attachments:** [Correctional Sergeants MAP 777 12.1.2020-11.30.2025 REDLINE](#)  
[Correctional Sergeants MAP 777 12.1.2020-11.30.2025 FINAL](#)

**8.19** [23-1088](#)

Resolution amending Policy 4.13, Paid Parental Leave, in the Employee Policies and Procedures Manual.

- On December 14, 2021, the County Board approved a resolution establishing changes made to the Paid Parental Leave Policy and benefit for County Employees.
- As staff implemented the new benefit, they noted language in the Policy that was confusing.
- Staff discussed and reviewed recommended revisions to the Paid Parental Leave Policy with the Financial & Administrative Committee on July 27, 2023.
- This Policy now applies to Full-Time employees only.
- Employees are eligible after 6 months of service with the County.

**Attachments:** [Draft Section 4.13 Paid Parental Leave- Redline](#)  
[DRAFT Section 4.13 Paid Parental Leave- Clean](#)

**8.20** [23-1111](#)

Committee action approving one-time increases for three Public Defender positions.

**Attachments:** [Pers Memo\(07.24.23\)](#)

**8.21** [23-0096](#)

Director's Report - Human Resources.

**Enterprise Information Technology**

**8.22** [23-0097](#)

Director's Report - Enterprise Information Technology.

**Finance**

**8.23** [23-1089](#)

Finance Monthly Report - June 2023

**Attachments:** [Monthly Financial Report - June 2023.pdf](#)

**8.24** [23-0098](#)

Director's Report - Finance.

### County Administration

8.25 [23-1055](#)

Discussion on Job Order Contract (JOC) renewal parameters and the draft JOC Policy.

**Attachments:** [JOC Policy and JOC Renewal Parameters Discussion 27JUL23](#)

[Proposed - 3.8 Job Order Contract Policy 27JUL23](#)

8.26 [23-1101](#)

Resolution establishing the Advisory Committee for Elected Official Compensation.

- Illinois Law requires that the County Board set the compensation for elected officials not less than six months before those officials take office.
- The Financial and Administrative Committee directed County Administration to research the establishment of a committee of residents to recommend annual elected official compensation.
- The Advisory Committee for Elected Official Compensation will be comprised of five Lake County residents to recommend the annual compensation for specified countywide elected officials, County Board Members, and the County Board Chair whose terms begin in December of 2024.
- Advisory Committee Members shall be appointed by the County Board Chair and approved by the County Board no later than December 15, 2023.
- Recommendations for annual compensation of county elected officials whose terms begin in December 2024 shall be provided to the Financial and Administrative Committee no later than April 1, 2024.

8.27 [23-1110](#)

Resolution authorizing emergency appropriations totaling \$15,666,390 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) as part of the American Rescue Plan Act (ARPA) to be distributed across ARPA categories in support of Lake County residents and communities related to COVID-19 Public Health Emergency recovery.

- The ARPA was signed into law on March 11, 2021, and Lake County received \$135,293,758 from the US Treasury.
- The funds can be used for needs associated with public health, to counteract negative economic impacts, provide services to disproportionately impacted communities, for infrastructure, to provide premium pay, to replace lost revenue, and for administrative purposes during a period from March 3, 2021, to December 31, 2026.
- The funding allocation will be used to fund external submittals that have been reviewed, scored, and prioritized based on feedback received during Lake County's public engagement on ARPA funding.
- Authority to spend appropriated funds and execute any and all agreements with partners related to this allocation and distribution of Coronavirus State and Local

Fiscal Recovery Funds is delegated to the County Administrator or their designee(s).

**Attachments:** [ARPA Appropriations 8.3.23](#)

[External ARPA Projects Final List 073123](#)

**9. County Administrator's Report**

**10. Executive Session**

**10.1 [23-0100](#)**

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

**10.1A [23-1109](#)**

Committee action authorizing settlement authority.

**11. Members' Remarks**

**12. Adjournment**

**Next Meeting: August 31, 2023**