

Lake County Illinois

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



Meeting Minutes - 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 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

Chair Frank called the meeting to order at 8:30 a.m.

2. Pledge of Allegiance

Vice Chair Vealitzek led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent 1 - Member Parekh

Other Attendees:

In Person:

Anthony Vega, County Clerk's Office

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction

Carrie Flanigan, Children's Advocacy Center

Cassandra Hiller, County Administrator's Office

Chris Covell, Sheriff's Office

Cynthia Pruim Haran, County Clerk's Office

Gary Gibson, County Administrator's Office

Greg Formica, Greater Round Lake FPD

Jenny Brennan, Communications

Jim Chamernik, Sheriff's Office

Jim Hawkins, County Administrator's Office

John Idleburg, Sheriff's Office

John Light, Human Resources

Joy Gossman, Public Defender's Office

Kevin Quinn, Communications

Kristy Cechini, County Board Office

Mary Ross Cunningham, Vice Chair

Mary Conley Eggert, Lake County Lake Lovers

Matt Meyer, County Administrator's Office

Melanie Nelson, State's Attorney's Office

Melissa Gallagher, Finance

Michael Wheeler, Finance

Patrice Sutton, Finance

Vernesha Lawrence, Finance

Vicki Tello, NICASA

Electronically:

Abby Krakow, Communications

Alex Carr, Communications

Alex Iseri, Bronner Group
Arnold Donato, Stormwater Management
Ashley Rack, Sheriff's Office
Kevin Quinn, Communications
Brea Barnes, Finance
Brenda O'Connell, Planning, Building, and Development
Brendan Siegfried, CASA Lake County
Chad Wright, Facilities and Construction
Chris Blanding, Enterprise Information Technology
Chris Covelli, Sheriff's Office
Christopher Lopez, County Clerk's Office
Claudia Gilhooley, 19th Judicial Circuit Court
Demar Harris, Workforce Development
Dominic Strezo, Planning, Building, and Development
Don Dugan, Facilities and Construction Services
Elizabeth Thielen, NICASA
Emily Mitchell, Workforce Development
Erika Osinski, Human Resources
Errol Lagman, Finance
Frank Slovenec, Global Water Works
Gary Gibson, County Administrator's Office
Holly Kim, Treasurer
Irshad Khan, Facilities and Construction
Janna Philipp, County Administrator's Office
JazMine' Evans, Finance
Jeff Steingart, Wauconda Fire Department
Jeremiah Varco, Facilities and Construction
Jerial Jorden-Woods, Finance
Jesus Gonzalez, Facilities and Construction
Jim Chamernik, Sheriff's Office
Jo Gravitter, State's Attorney's Office
John Wasik, Board Member
Jonathon Tillis, County Clerk's Office
Karen Brush, County Clerk's Office
Karen Fox, State's Attorney's Office
Katie Ladis, Sheriff's Office
Kevin Kerrigan, Division of Transportation
Krista Kennedy, Finance
Lawrence Oliver, Sheriff's Office
Marah Altenberg, Board Member
Maria Castellanos, Finance
Mark Pfister, Health Department
Micah Thornton, Circuit Clerk's Office

Michael Balsamo, Facilities and Construction Services

Mick Zawislak, Daily Herald

MK Barley-Jenkins, Public

Monica McClain, Human Resources

Nick Principali, Finance

Nicole Rogers, Finance

Preston Carter, Public

Rafal Salabaj, Division of Transportation

Ruby Acosta, Finance

Shane Schneider, Division of Transportation

ShaTin Gibbs, Finance

Sol Cabachuela, County Clerk's Office

Stacy Davis-Wynn, Purchasing

Stephen Gray, Treasurer's Office

Steven Winnecke - ETSB

Tammy Chatman, Communications

Theresa Glatzhofer, County Board Office

Tiffany Becker, Facilities and Construction Services

Yvette Albarran, Purchasing

Yvonne Mendoza, Finance

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items Not on the Agenda)

There were no comments from the public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

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).

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

A motion was made by Vice Chair Vealitzek, seconded by Member Kyle, that this

resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [TB U4U FY23](#)

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [Galls LLC Vendor Disclosure](#)
[Lake County - Uniforms, Vests, and Carriers - Agreement #23087 - Galls E](#)

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [Grant Accounting Spreadsheet to FAS_LCCAC DCFS FY24 FINAL](#)

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [Medicaid Match EA](#)

Mark Pfister, Executive Director, Health Department, reported on the Medicaid match for renovations at numerous Health Department facilities. Discussion ensued.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

John Idleburg, Sheriff, Jim Chamernik, Business Manager, Sheriff's Office and Chris Covelli, Deputy Chief, Sheriff's Office, reported on the contract with Beach Park School District #3 for a part-time School Resource Officer. Discussion ensued.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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](#)

Carl Kirar, Facilities and Construction Director, and Steve Winnetke, Lake County ETSB, reported on the dispatch equipment for the new Regional Operations and Communications Facility.

A motion was made by Vice Chair Vealitzek, 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: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [Co Clerk Grant Appropriation](#)

Anthony Vega, County Clerk, and Cynthia Pruim Haran, Chief Deputy, Recorder of

Deeds, reported on the grant from the State Board of Elections, which will help with the cost of maintaining the voter management database. Discussion ensued.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

8.13 [23-1090](#)

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

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

Anthony Vega, County Clerk, and Cynthia Pruim Haran, Chief Deputy, Recorder of Deeds, provided an update on the redemption and Greenbook process. Discussion ensued.

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.

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

Carl Kirar, Facilities and Construction Director, reported on the replacement of the fuel facility at the Libertyville Campus. Discussion ensued.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

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

Carl Kirar, Facilities and Construction Director, reported on the contract for the Mapping and Space Management software.

A motion was made by Member Kyle, 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: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [23097 Bid Tab](#)
 [23097 Solar Array Bid Final](#)
 [Vendor Disclosure Form](#)

Carl Kirar, Facilities and Construction Director, reported on the contract to install solar panels at the Regional Operations and Communications Facility. Discussion ensued.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

8.17 [23-0679](#)

Director's Report - Facilities and Construction Services.

There was no Facilities and Construction Services Director's report.

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.

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

John Light, Human Resources Director, reported on the Collective Bargaining Agreement for the Sheriff's Office.

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The

motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

8.19 [23-1088](#)

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

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

John Light, Human Resources Director, reported on the revised Paid Parental Leave. Discussion ensued.

A motion was made by Vice Chair Vealitzek, 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: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

8.20 [23-1111](#)

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

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

John Light, Human Resources Director, and Joy Gossman, Public Defender, reported on the one-time increase for three Public Defender positions.

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

8.21 [23-0096](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Enterprise Information Technology

8.22 [23-0097](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's report.

Finance

8.23 [23-1089](#)

Finance Monthly Report - June 2023

Attachments: [Monthly Financial Report - June 2023.pdf](#)
[8.13 2023 F&A Distribution Update 082023](#)

Melissa Gallagher, Deputy Finance Director, provided a presentation on the June Finance monthly report.

8.24 [23-0098](#)

Director's Report - Finance.

Patrice Sutton, Finance Director, introduced the new employees in the Finance Department, announced cash is being excepted again at the cafe downstairs, and the new budget meeting schedule is October 17, 18, and 19.

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](#)

Carl Kirar, Facilities and Construction Director, and Jim Hawkins, Deputy County Administrator, provided an overview of the Job Order Contract. Discussion ensued. Staff will update the draft policy and bring back to committee.

8.26 [23-1101](#)

Resolution establishing the Advisory Committee for Elected Official Compensation.

A motion was made by Member Kyle, seconded by Member Pedersen, that this resolution be put on the floor.

Jim Hawkins, Deputy County Administrator, reported on the resolution for establishing the Advisory Committee for Elected Official Compensation. Discussion ensued.

A motion was made by Member Danforth, seconded by Member Kyle, that this discussion be postponed until November. The motion carried by the following voice vote.

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

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.

Attachments: [ARPA Appropriations 8.3.23](#)
 [External ARPA Projects Final List 073123](#)

*Matt Meyers, Assistant County Administrator, reported on the revised ARPA funds.
Discussion ensued.*

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

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

9. County Administrator's Report

There was no County Administrator's report.

10. Executive Session

A motion was made by Member Clark, seconded by Member Danforth, that the Committee go into executive session. The motion carried by the following vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

10.1 [23-0100](#)

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

10.1 [23-1109](#)

A

Committee action authorizing settlement authority.

A motion was made by Member Danforth, seconded by Vice Chair Vealitzek, that this committee action item be approved. The motion carried by the following voice vote.

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Member Parekh

11. Members' Remarks

There were no remarks from Members.

12. Adjournment

Chair Frank declared the meeting adjourned at 11:33 a.m.

Next Meeting: August 31, 2023

Meeting minutes prepared by Kristy Cechini.

Minutes were approved on August 31, 2023, by the Financial and Administrative Committee.

