Lake County Illinois

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

Meeting Minutes - Final

Friday, August 1, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
https://bit.ly/40cXTOr

Technology Committee

1. Call to Order

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

2. Pledge of Allegiance

Chair Clark led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent 1 - Member Danforth

**Electronic Attendance: Member Frank*

Other Attendees

In Person:
Sandy Hart, County Board Chair
Patrice Evans, Enterprise Information Technology
Betsy Brandon, County Administrator's Office
Keay Crandall, County Administrator's Office
Chris Blanding, Enterprise Information Technology
Kim Lunt, County Administrator's Office
Michael Maslana, Enterprise Information Technology
Carl Kirar, Facilities and Construction Services
Anthony Vega, County Clerk's Office
Chris Hoff, Health Department
Matt Meyers, County Administrator's Office
Theresa Glatzhofer, County Board Office
Gina Tuczak, Finance
RuthAnne Hall, County Administrator's Office
Patrice Sutton, County Administrator's Office

Electronically:
Abby Krakow, Communications
Marah Altenberg, Board Member
Janna Philipp, County Administrator's Office
Mary Crain, Division of Transportation
Carrie Dickson, Division of Transportation
Bernard Malkov, Sheriff's Office
Michael Wheeler, Finance
Emily Gelber, Health Department
Sam Johnson, Health Department
Winnie Webber, 19th Judicial Circuit Court
Jennifer Brennan, Communications

Demar Harris, Workforce Development
Erik Frederiksen, Enterprise Information Technology
Terri Kath, Enterprise Information Technology
John Wirl, Health Department
Shane Schneider, Division of Transportation
Kathleen Rhey, Enterprise Information Technology
Jim Chamernik, Sheriff's Office
Kurt Woolford, Stormwater Management
Sonia Hernandez, County Administrator's Office
Alex Carr, Communications
Greg Gajauskas, Enterprise Information Technology
Christine Sher, Stormwater Management
Jeremiah Varco, Facilities and Construction Services
Melanie Nelson, State's Attorney's Office
Mike Jeschke, Finance
Irshad Khan, Facilities and Construction Services

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

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 25-0857

Committee action approving the Technology Committee minutes from May 30, 2025.

Attachments: TECH 5.30.25 Final Minutes

A motion was made by Member Roberts, seconded by Vice Chair Casbon, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

REGULAR AGENDA

FACILITIES AND CONSTRUCTION SERVICES

8.2 **25-0996**

Joint resolution authorizing execution of a contract with PACE Systems, Inc., Naperville, Illinois, for professional services to install access control, security cameras, and intrusion alarm systems in leased warehouse at 3740-3742 Hawthorn Ct, Waukegan, Illinois, in the amount of $52,457.85.

Attachments: Lake County Verkada_County Clerk Warehouse_18JUL25

Lake County Clerk Verkada_Vendor Disclosure Statement_21JUL25

Carl Kirar, Director of Facilities and Construction Services, explained that this item is for access control, security cameras, and an intrusion alarm system for the warehouse that is being leased by the County Clerk. Discussion ensued.

A motion was made by Member Campos, seconded by Vice Chair Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

ENTERPRISE INFORMATION TECHNOLOGY

8.3 **25-0981**

Joint resolution approving a Cybersecurity Awareness Training Policy.

Attachments: 5.2 Cyber Security Awareness Training Policy FINAL as APPROVED on 8-

5.2 Cyber Security Awareness Training Policy DRAFT FINAL

EIT Presentation for 8_1_25 Tech Committee on Policies_DRAFT

Items 8.3 through 8.5 were discussed and voted on together.

Chris Blanding, Chief Information Officer, and Michael Maslana, Applications Manager, Enterprise Information Technology, provided an overview of three policies pertaining to Cybersecurity and Artificial Intelligence (AI). Discussion ensued.

A motion was made by Member Roberts, seconded by Vice Chair Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

8.4 **25-0983**

Joint resolution approving an Artificial Intelligence (AI) Governance Policy.

Attachments: Artificial Intelligence Governance Policy FINAL as APPROVED on 8-12-20
Lake County AI Governance Policy DRAFT FINAL
EIT Presentation for 8_1_25 Tech Committee on Policies_DRAFT

Items 8.3 through 8.5 were discussed and voted on together. See consolidated notes under item 8.3.

A motion was made by Member Roberts, seconded by Vice Chair Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

8.5 **25-0984**

Joint resolution approving an Artificial Intelligence (AI) Usage Policy.

Attachments: Artificial Intelligence (AI) End User Usage Policy FINAL as APPROVED on
Lake County AI Usage Policy DRAFT FINAL
EIT Presentation for 8_1_25 Tech Committee on Policies_DRAFT

Items 8.3 through 8.5 were discussed and voted on together. See consolidated notes under item 8.3.

A motion was made by Member Roberts, seconded by Vice Chair Casbon, that this resolution be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

9. Active Project Updates

9.1 **25-0985**

Broadband Update.

Attachments: Technology Committee Presentation 08_01_25

Keay Crandall, Digital Equity Manager, and Kim Lunt, Digital Equity Coordinator, provided an update on the Digital Growth Initiative. Discussion ensued.

9.2 **25-0986**

Enterprise Resource Planning (ERP) System Implementation Update.

Attachments: Tech Committee ERP update Aug 2025

Patrice Evans, Portfolio Manager, Enterprise Information Technology (EIT), and Chris Blanding, Chief Information Officer, provided an update on the Enterprise Resource Planning (ERP) system implementation. Discussion ensued.

10. Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's Report.

11. County Administrator's Report

Matt Meyers, Deputy County Administrator, introduced Regina Tuczak, Chief Financial Officer.

12. Executive Session

The Committee did not enter into Executive Session.

12.1 25-0285

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

13. Regular Session (for action on Executive Session items)

13.1 25-0936

Committee action regarding periodic review of closed session minutes.

A motion was made by Member Campos, seconded by Member Roberts, to postpone this item until the next regularly scheduled Technology Committee meeting. The motion carried by the following voice vote:

Aye: 6 - Member Campos, Vice Chair Casbon, Chair Clark, Member Frank, Member Pedersen and Member Roberts

Absent: 1 - Member Danforth

14. Member Remarks and Requests

There were no Member remarks or requests.

15. Adjournment

Chair Clark declared the meeting adjourned at 9:50 a.m.

Next Meeting: August 29, 2025

Meeting minutes prepared by Theresa Glatzhofer.

Minutes were approved on August 29, 2025, by the Technology Committee.