

Lake County Illinois

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



Agenda Report - Final

Tuesday, February 6, 2018

9:00 AM

Assembly Room, 10th Floor

Law and Judicial Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes

3.1 [18-0158](#)

Minutes from October 31, 2017.

Attachments: [L&J 10.31.17 Minutes Final](#)

3.2 [18-0166](#)

Joint budget minutes from October 24, 2017.

Attachments: [L&J Joint Budget 10.24.17 - Final](#)

4. Addenda to the Agenda
5. Public Comment
6. Chairman's Remarks
7. Old Business
8. New Business

COURT ADMINISTRATION

8.1 [18-0124](#)

Joint resolution authorizing a professional services agreement with Resolution Systems Institute (RSI), Chicago, Illinois, to provide services for the Lake County Foreclosure Mediation Program in the estimated annual amount of \$60,730.

- Since 2014, the Attorney General's Office has provided grant funding directly to RSI to provide services for the Lake County Foreclosure Mediation Program (Mediation Program).
- The Nineteenth Judicial Circuit has received notice that the grant funding is due to end in May 2018 and would like to contract directly with RSI to continue services.
- This professional services agreement and the Foreclosure Mediation Program in its entirety will be funded by the \$125 fee assessed to banks for each foreclosure. The contract will be managed by the Nineteenth Judicial Circuit.
- Under the terms of the contract, RSI will provide one staff member to serve as the Program Coordinator who is responsible for coordination of all meetings and tasks associated with the Foreclosure Mediation Program.
- Pursuant to Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent consulted with an ad hoc review group that approved a bid exemption on the basis of an existing long standing, successful relationship.
- The contract authorizes a professional services agreement for an initial one-year term, with the right to renew for four additional one-year periods, subject to acceptable performance by RSI, in an annual estimated amount of \$60,730.

Attachments: [RSI Sole Source Request](#)
[RSI Purchasing Award Information](#)
[18034 RSI contract final](#)

CORONER

8.2 [18-0138](#)

Joint resolution authorizing an emergency appropriation from the Fund 267 Coroner Fees Fund reserves in the amount of \$14,441.21 for operational expenses for the Coroner's Office.

- The Coroner's budget for the Fiscal Year (FY) 2017 consists of both a Corporate Fund annual appropriation and an annual appropriation for the Coroner Fees fund.
- Per the Illinois State Statute, the Coroner Fees fund can be used for electronic and forensic identification equipment, other related supplies or the Coroner's Office operating expenses.
- As presented at the Law and Judicial and Financial and Administrative Committee Joint Budget Hearing, the Coroner's Office saw an increase in the number of deaths during FY2017. As a result, the Coroner Fees fund covered the operational costs for various needs of the Coroner's Office, including lab services, operational supplies such as body bags, and motor vehicle repairs, in the amount of \$14,441.21 above the FY2017 adopted budget. Between these two appropriations, the Coroner is under budget for FY2017 but an emergency appropriation is needed to cover these additional costs, as they are in the Coroner Fees Fund.
- This resolution appropriates funds in the 267 Coroner Fees fund for operational expenses and a vehicle replacement originally scheduled for FY2018 in the amount of \$14,441.21 from the balance in the 267 Coroner Fees fund.

8.3 [18-0128](#)

Joint resolution approving the acceptance of the D. A. S. Charitable Fund for the Preservation of Feline Animal Life grant and authorizing an emergency appropriation in the amount of \$12,000 for use by the Coroner's Office.

- The D. A. S. Charitable Fund is a trust that provides grant funds for the care and training of canines.
- D. A. S. funds cannot be used for equipment, vehicles or deputy salaries. Accordingly, the grant does not require an additional fund match and/or vehicles be added to the Coroner's Office fleet.
- There will be an increase of approximately \$8,500 for the cost of replacing a coroner vehicle to ensure adequate space for the canine.
- The grant covers \$12,000 in expenses related to the procurement and training of one cadaver dog and its handler. The dog handler will be a deputy coroner who is a salaried employee.
- The cadaver dog will be used in Lake County (incorporated and unincorporated) to locate cadaver body parts in investigations and to provide grief support for family members of the deceased person.
- Additionally, the dog will undergo socialized training to provide grief support and participate in community outreach effort with the Coroner's Office.
- The grant requires quarterly reports be filed with the D. A. S. Charitable Fund regarding the use of the canine during the year.

Attachments: [Grant Letter](#)

LAKE COUNTY BOARD

8.4 [**18-0141**](#)

Joint resolution confirming the Lake County Board's continued commitment to providing policy leadership, staff resources and financial support in next phase of the Lake County Consolidated 911 effort.

- The Lake County Board (Board) has provided legacy leadership in the effort to investigate and encourage 911 consolidation activities in Lake County.
- The Board supported the convening of various partners, including the Lake County Sheriff's Office, that participated in the Lake County Emergency Telephone System Board (ETSB) 911 Consolidation Study (Phase II Study) that looked at consolidating more than a dozen independent primary and secondary Public Safety Answering Points (PSAP) in Lake County.
- The results of the study identifies the potential benefits of dispatch consolidation which include enhancing coverage and data sharing; as well as realizing operational savings between agencies.
- The Board supports the establishment of interim two-tier governance structure to serve as the decision-making body on behalf of all participating communities. The recommended structure includes a policy board and an operations board, which may also include sub-committees to study specific subject areas and make recommendations to the governing board, as outlined in the Phase II study.
- Once established, the Interim Policy Governance Board should recruit and select a professional project manager to provide implementation leadership for the consolidation effort. The project manager will be the staff lead serving all participating communities and public safety entities for the remaining consolidation activities.
- The Board approved an annual budget for Fiscal Year (FY) 2018 that includes a financial commitment to the 911 consolidation effort of partial funding for hiring of the project manager and consultants necessary for the detailed data analysis. Additionally, the Board commits County Administration staff resources to support the activities of the project.
- The County has offered to serve as the fiduciary agent on behalf of all communities and will the appropriate separate account to keep an accurate accounting of revenue and expenses on behalf of the consortium. This project was included in the Lake County 2018 budget and once total costs are known, staff will bring back a resolution to allocate the necessary funds.

SHERIFF

8.5 [**18-0088**](#)

Joint resolution approving a commitment resources, data and \$30,000 of financial support from the Lake County Sheriff's Office (LCSO) towards the next phase of the Lake County Consolidated 911 effort.

- The LCSO, along with various partners, participated in Lake County Emergency Telephone System Board (ETSB) 911 Consolidation Study that looked at consolidating more than a dozen independent primary and secondary Public Safety Answering Points (PSAP) in Lake County.
- The results of the study identify the potential benefits of dispatch consolidation which include enhancing coverage and data sharing; as well as realizing operation savings

between agencies.

- The LCSO concurs that, once established, the Interim Policy Governance Board should recruit and select a professional project manager to provide implementation leadership for the consolidation effort. Once selected, the project manager will be the staff lead for all participating communities and public safety entities for the remaining consolidation activities.
- The LCSO is willing to commit to data collection, standardization and analysis, staff time, partial funding for hiring of the project manager and consultants (implementation team) necessary for the detailed data analysis. This commitment includes \$30,000 of financial support towards the next phase of consolidation effort.
- The aforementioned commitment will enable the implementation team to calculate cost estimates for various alternatives, and will make recommendations for the most effective and economical cost alternative for consolidation of services.
- The funds have already been approved as a part of the Fiscal Year (FY) 2018 General Operating Expense Budget.

8.6 [18-0009](#)

Joint resolution approving a Police Services Agreement between the Lake County Sheriff's Office (LCSO) and the Village of Deer Park (Deer Park) from January 1, 2018, to December 31, 2020, in the amount of \$3,919,326.20.

- The LCSO has provided police services to Deer Park for three years.
- Deer Park and the LCSO have agreed on terms to continue the police services contract for an additional three-year period from January 1, 2018 through December 31, 2020.
- The contract includes a continuation of services, with service level modifications, which includes three, eight and a half hour shifts per day for the residential areas (24 hours a day seven days a week coverage) and one, eight and a half hour shift per day, from 2:30 p.m. to 11:00 p.m. for commercial areas (totaling 34 hours per day or 12,410 hours per year).
- The service level modification in the contract includes a decrease in one, eight and a half hour shift in the commercial area.
- This modification equates to an estimated reduction in revenue of \$315,927.58 per year, for a total of \$979,831.56 over the three year contract period; and a reduction in expense of \$276,281.97 per year, for a total of \$858,727.94 over the three year contract period.
- This contract includes an increase to reflect anticipated labor cost, such as the cost of 911 dispatch services into the pricing structure of the contract.
- On a quarterly basis, Deer park will reimburse the LCSO all e-citation and prisoner review agency fees disbursed to the Village by the Circuit Court Clerk. The estimated revenue to be realized from this reimbursement is \$7,000 per year.
- The remaining hourly rate charges are consistent with recently approved LCSO police services contracts.

Attachments: [2018 - 2020 Deer Park Executed IGA](#)

9. **Executive Session**
10. **County Administrator's Report**
11. **Members' Remarks**
12. **Adjournment**

Next Meeting: February 27, 2018