

Lake County Illinois



Meeting Minutes - Final

Wednesday, May 9, 2018

8:30 AM

Lake County Central Permit Facility
500 W. Winchester Road

Regional 911 Consolidation Implementation
Committee

1. Call to Order

Amy McEwan, Deputy County Administrator, called the meeting to order at 8:36 a.m.

2. Pledge of Allegiance

3. Approval of Minutes

This was the first meeting; and therefore, there were no minutes for approval.

4. Addenda to the Agenda

There were no items added to the agenda.

5. Public Comment

There were no public comments.

6. Chairman's Remarks

This is an organizing meeting and chairpersons have yet been selected; therefore; there were no Chairman's remarks.

7. Old Business

There was no old business to conduct.

8. New Business

8.1 [18-0555](#)

Introductions

Amy asked that members introduce themselves to the group.

Dave Dato, Lake County ETSB

Pat Zimmerman, Vernon Hills PD

Pat Kreis, Vernon Hills PD

Jimmy Lee, Fox Lake PD

Brad Burke, Lincolnshire PD

Kent McKenzie, Lake County Sheriff's

Mark Van Stedun, Fox Lake PD

Laz Perez, North Chicago PD

Sheri Martinez, City of Waukegan

Kim Covelli, Village of Lincolnshire PD

Pat Muetz, Village of Gurnee

John Kavanagh, Village of Gurnee

Don Hansen, Mundelein PD

Paul Wegrzyn, Lake County Sheriff's

David Kilbane, Round Lake Beach

Clint Herdegen, Libertyville PD/Vernon Hills JETSB

Lisa Berger, CenCom

Phil Brunell, Gurnee PD

Ray Rose, Lake County
Kelly Amidei, Village of Libertyville
Wayne Walles, Waukegan PD
Steven Winnecke, Lake County ETSB
Edith Newsome, Alderman City of Waukegan
Leon Rockingham, Mayor City of North Chicago
Gilbert Rivera, Round Lake Beach PD
Chris Velkover, Village of Gurnee
Peter Vadopalas, Village of Mundelein
Rich Carani, Libertyville PD
Kevin Woodside, Gurnee PD
Norm Gann, Lake County Sheriff's
Joe Leonas, Lincolnshire PD
Anne Marrin, Fox Lake PD
Greg Formica, Round Lake Fire Dist
David Geary, Wauconda Fire Dist
John Lobaito, Mundelein
Chas Buschick, Wauconda Fire Dist
Chuck Smith, Countryside
Rose Marie Domeny, Fremont Township
Steve Husak, Lake Zurich PD
Mike O'Connor, Libertyville PD
Joe Krueger, Round Lake Fire Dist
Jeff Steingart, Countryside Fire Dist
Michael Danforth, Lake County Board
Dale Sands, Village of Deer Park
Amy McEwan, County Administrator's Office
Barry Burton, County Administrator's Office
Dakisha Wesley, County Administrator's Office
Jennie Vana, County Administrator's Office
Sonia Hernandez, County Administrator's Office

8.2 [18-0556](#)

Status Update

Deputy County Administrator Amy McEwan, noted that the purpose of the meeting is to recruit members to organize member communities and recruit representatives from each community to form the Policy Committee, Operation Committee and sub Committees. A PowerPoint was presented which included a proposed governance structure for the implementation plan. Members were asked to share their ideas and recommendations with the group. Proposed sub committees will be discussed at the next meeting. Main goal is to hire a project manager to lead the Regional 911 Consolidation Implementation Committees.

8.3 [18-0548](#)

Proposed governance structure for the implementation plan: Policy Committee (elected officials and managers), Operations Committee (police/fire chiefs and/or other staff), Sub-Committee (staff). Examples of sub-committees could be technology, standard operating procedures, etc.

Deputy County Administrator Amy McEwan noted that everyone's knowledge and feedback is very important in order to have productive work groups. Attendance and participation at each meeting is very important along with sharing the information with the leadership team for your organization including the governing council/board.

8.4 [18-0549](#)

Financial management model for the implementation plan.

Expenditures will be approved by the Policy Committee and/or their designee. There may be a need for a smaller Executive Committee to review and approve expenditures in accordance with the prompt payment act.

8.5 [18-0550](#)

Intergovernmental agreement and by-laws.

The State's Attorney Office will draft an intergovernmental agreement as far as how funds will be utilized. Operations Committee will review the draft and make a recommendation to the Policy Committee.

8.6 [18-0551](#)

Options and process for hiring a project manager.

There are two options for hiring the project manager. Develop a job posting and hire a staff member. This person would be a county staff member until the public safety authority (PSA) and/or other agency is formed. Then the staff can be transferred over to the PSA. A Request for Proposal (RFP) may also be created for the hiring of a project manager to lead the groups. Volunteers to help draft the RFP are needed. Deputy County Administrator Amy McEwan asked that any volunteer interested should contact her directly.

8.7 [18-0552](#)

Data collection

Each agency will need to be able to collect data and share in a consistent manner data from their PSAP. The project manager/consultant will assist the group in developing forms to consistently collect and share the data from each agency.

8.8 [18-0553](#)

Preferred days and times for future meetings.

The group has agreed to meet on Wednesday's in the morning and to hold an evening meeting at least twice a year.

8.9 [18-0554](#)

Other subjects of importance to the members.

A proposed list of sub committees will be developed at the next meeting.

9. Executive Session

There was no Executive Session.

10. Staff Report

There was no Staff Report.

11. Members' Remarks

There were no Member's remarks.

12. Adjournment

Meeting adjourned at 9:25 a.m.

Minutes prepared by Sonia Hernandez.