

# 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 8/1/25](#)  
[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.*