

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, August 3, 2016

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Vice Chair Taylor called the meeting to order at 1:00 p.m.

Present 6 - Taylor, Carlson, Hewitt, Mandel, Rummel and Sauer

Absent 1 - Paxton

Others present:

Chuck Bartels, County Board Member

Barry Burton, County Administrator

Jim Chamernik, Sheriff's Office

Cameron Davis, Assistant County Administrator

Eric Foster, Community Development

Francis Foy, Sheriff's Office

Heather Galan, Public Works

Ben Gilbertson, County Administrator's Office

Jodi Gingiss, Community Development

Gary Gordon, Finance and Administrative Services

RuthAnne Hall, Purchasing

Sandy Hart, County Board Member

Ryan Horne, Finance and Administrative Services

John Idleburg, Lake County Resident

Adlil Issakoo, County Administrator's Office

Bruce Johnson, NICASA

Jon Joy, Finance and Administrative Services

Mike Keller, Sheriff's Office

Peter Kolb, Public Works

Chris Kopka, Human Resources

Aaron Lawlor, County Board Chairman

Ann Maine, County Board Member

Rodney Marion, Human Resources

Monica McClaine, Human Resources

Amy McEwan, Deputy County Administrator

Marty Paulson, Assessor

Linda Pedersen, County Board Member

Forest Pennington, Information Technology

Mark Pfister, Health Department

Ray Rose, Undersheriff

Mike Schieve, Finance and Administrative Services

Paula Trigg, Division of Transportation

Mary Turley, Lake County Resident

Andrea Usry, Sheriff's Office

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Farah Watson, Finance and Administrative Services

Mike Wheeler, Finance and Administrative Services

2. **Pledge of Allegiance**

County Administrator Barry Burton led the Pledge of Allegiance.

Vice Chair Taylor provided a brief introduction of the Financial and Administrative Committee's process.

3. **Approval of Minutes**

3.1 **16-0727**

Minutes from June 29, 2016.

A motion was made by Member Carlson, seconded by Member Rummel, that the minutes be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

3.2 **16-0728**

Executive Session minutes from June 29, 2016.

A motion was made by Member Sauer, seconded by Member Mandel, that the minutes be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

4. **Added to Agenda**

There were no items added to the agenda.

5. **Public Comment**

There were no comments from the public.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

LAW & JUDICIAL

7.1 **16-0740**

Joint resolution approving a Police Services Agreement between the Lake County Sheriff's Office and the Beach Park School District for the deployment of the Pilot Part-Time School Resource Officer (SRO) Program for the Beach Park School District for the remainder of the 2016 - 2017 school year.

Undersheriff Ray Rose reported that the County approved a resolution in March 2016 for a part-time school resource officer (SRO). The SRO program is to encourage positive relationships between law enforcement and middle school students. The SRO establishes a consistency regarding expectations in school, at home, and out in the

community. The Village of Beach Park and Beach Park School District are interested in continuing this for the next year. Discussion ensued.

A motion was made by Member Sauer, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.2 [16-0765](#)

Joint resolution accepting the Howard G. Buffet Foundation (HGBF) Grant and authorizing an emergency appropriation in the amount of \$52,208.92 for fiscal year (FY) 2016 to purchase a vehicle and equip it for the k-9 unit.

Undersheriff Rose indicated the County has a k-9 unit trained in tracking and narcotics. The County currently has a k-9 and handler training in explosive detection. This grant would be to equip the k-9 and its handler with a vehicle. Discussion ensued.

A motion was made by Member Rummel, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.3 [16-0735](#)

Joint resolution authorizing a contract with Ascher Brothers Company, Inc. of Chicago, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the painting and wallcovering work for the Lake County courthouse expansion project in the amount of \$529,575.

Finance and Administrative Services Director Gary Gordon and Jon Joy of Finance and Administrative Services presented items 7.3 and 7.4. Mr. Joy indicated that the scope of the contracts are for the painting, wallcovering, and the tile work for the Courthouse Expansion Project.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.3 through 7.4 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.4 [16-0731](#)

Joint resolution authorizing a contract with DTI of Illinois, LLC of Aurora, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk (CMAR) for the tile work for the Lake

County courthouse expansion project in the amount of \$621,090.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.3 through 7.4 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

HEALTH & COMMUNITY SERVICES

7.5 [16-0739](#)

Joint resolution accepting the Illinois Department of Public Health, Illinois Department of Human Services, Health Resources and Services Administration, and United Way grants and approving an emergency appropriation in the amount of \$351,153.67 for fiscal year (FY) 2016.

Health Department Interim Executive Director Mark Pfister reported that these grants will offset existing staff costs and pay contractual expenses related to covering uninsured women enrolled in the Illinois Breast and Cervical Cancer Program (IBCCP), expenses in the family planning labs, and implementing Strategic Prevention Framework for the Substance Abuse Prevention Program.

A motion was made by Member Carlson, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.6 [16-0742](#)

Joint resolution authorizing the Chairman of the Board to execute a lease extension with 415 Washington Street LLC, of Chicago, Illinois, for office space utilized by the Veteran's Assistance Commission in the annual amount of \$68,796.

Finance and Administrative Services Director Gary Gordon reported that there has been a change in ownership of the building the Veteran's Assistance Commission occupies at 415 Washington Street. The County, who has had a short term lease for the space, has been requested to execute a long term lease. The new lease reflects a significant reduction in the cost of the lease over five years.

A motion was made by Member Mandel, seconded by Member Hewitt, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

PUBLIC WORKS & TRANSPORTATION

Vice Chair Taylor reported that items 7.7 through 7.20 were vetted extensively at the Public Works and Transportation Committee. These items will be considered in one vote.

7.7 [16-0752](#)

Joint resolution authorizing a contract with Seven Brothers Painting, Inc. of Shelby Township, Michigan, in the amount of \$166,900 for the Countryside Lake Water Tower Refurbishment Project.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.8 [16-0753](#)

Joint resolution authorizing a contract with Layne Christensen Company of Aurora, Illinois, in an amount not to exceed \$224,949 for the 2016 Water Well Closure and Abandonment Project: Vernon Hills wells two and three, and Wildwood wells four and eight.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.9 [16-0754](#)

Joint resolution authorizing a contract with Senryo Technologies of Naperville, Illinois, for Oracle consulting services for the data migration of Oracle Enterprise Asset Management (EAM) in an amount not to exceed \$58,659.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.10 [16-0755](#)

Joint resolution ratifying an emergency procurement with Chicagoland Paving Contractors, Inc. of Lake Zurich, Illinois, in the amount of \$143,319.38 for the emergency

repairs to the pavement along Gages Lake Road, damaged as a result of a water main break.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.11 [16-0757](#)

Joint committee action authorizing the amendment of a five year lease agreement, with an option to renew, with T-Mobile Central LLC of Downers Grove, Illinois, for telecommunications equipment at the water tower at 30109 N. Park Road, Libertyville, Illinois.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.12 [16-0695](#)

Ordinance deleting certain properties from proposed Special Service Area (SSA) #17.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.13 [16-0749](#)

Joint resolution authorizing a contract with CDW of Vernon Hills, Illinois, for the purchase of an Uninterrupted Power Supply (UPS) for the Division of Transportation (DOT) in the amount of \$68,676.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.14 [16-0762](#)

Joint resolution appropriating \$50,000 of County Bridge Tax funds for the rehabilitation of the bridge on Pulaski Drive, over U.S. Route 41, and designated as Section 16-00196-10-BR.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.15 [16-0748](#)

Joint resolution appropriating \$2,285,000 of County Bridge Tax funds for the construction of the Buffalo Creek Wetland Mitigation Bank, and designated as Section 01-00000-00-ES.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.16 [16-0745](#)

Joint resolution authorizing an agreement with the State of Illinois, by and through the Illinois Department of Transportation (IDOT), for the modernization and interconnection of the traffic signals along Illinois Route 120, from Illinois Route 134 to U.S. Route 45, and for the widening, resurfacing and channelization at the intersection of Illinois Route 120 and Hainesville Road, appropriating \$45,000 of ¼% Sales Tax for Transportation funds, and designated as Section 12-00999-27-TL and State Job Number C-91-401-13.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.17 [16-0746](#)

Joint resolution authorizing a three year maintenance agreement with Midwest Software Solutions of Ann Arbor, Michigan, for the Traffic Collision Location System (TCLS) used

by the Division of Transportation (DOT) at a cost of \$26,750, appropriating \$30,000 of Matching Tax funds, and designated as Section 16-00000-16-EG.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.18 [16-0761](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS) of Rolling Meadows, Illinois, at a maximum cost of services described as \$80,000, for the annual pavement testing services and associated components, appropriating \$100,000 of Matching Tax funds, and designated as Section 16-00219-00-ES.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.19 [16-0747](#)

Joint resolution authorizing a contract with Acura Inc. of Bensenville, Illinois, in the amount of \$604,503, for the repair of bike path bridges on the Robert McClory Bike Path, over Russell Road and Illinois Route 173, providing a supplemental appropriation of \$120,000 of County Bridge Tax funds, and designated as Section 16-00173-14-BR.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.20 [16-0750](#)

Joint committee action item approving Change Order Number 13 consisting of an increase of \$402,374.28 for additions to the Wadsworth Road Improvements Construction Contract, and designated as Section No. 01-00033-10-ES.

A motion was made by Member Hewitt, seconded by Member Rummel, that items 7.7 through 7.10 and items 7.12 through 7.19 be recommended for adoption to the County Board agenda and that items 7.11 and 7.20 be approved. Motion carried by

voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

FINANCIAL & ADMINISTRATIVE

7.21 [16-0744](#)

Resolution authorizing a contract with The Fillmore Group, Inc. of Towson, Maryland, for database administration and system programming support in an amount not to exceed \$486,500.

Deputy County Administrator Amy McEwan reported that the server for the database that stores the majority of the criminal justice information has reached its architectural limits. There is a need to provide outsourced database administration and system programming support.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.22 [16-0705](#)

Resolution authorizing the appointment of Christine Kopka, Assistant Director of Human Resources and Risk Manager, as Lake County's Illinois Municipal Retirement Fund (IMRF) Authorized Agent.

Human Resources Director Rodney Marion reported items 7.22 and 7.23 are related. He requested authorization to appoint Chris Kopka as the County agent for the Illinois Municipal Retirement Fund and for Nationwide's retirement program.

A motion was made by Member Rummel, seconded by Member Mandel, that items 7.22 and 7.23 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.23 [16-0706](#)

Resolution authorizing the appointment of Christine Kopka, Assistant Director of Human Resources and Risk Manager, as Lake County's Nationwide Authorized Agent.

A motion was made by Member Rummel, seconded by Member Mandel, that items 7.22 and 7.23 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.24 [16-0702](#)

Resolution approving the County's 2017 Health, Life and Dental Insurance Plan.

Human Resources Director Rodney Marion presented the proposed health, life, and dental insurance plan for 2017. He indicated that the changes being made to the plan, per Committee direction, include a two percent increase to the Preferred Provider Organization (PPO) plan's premium, a zero percent increase to the Consumer Driven Health Plan (CDHP) and Health Maintenance Organization (HMO) plan, and a reduction in the Health Savings Account (HSA) employer contribution of \$100 for family and \$50 for single coverage.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

7.25 [16-0713](#)

Committee action authorizing reclassification of a position in the Information Technology Department.

Deputy County Administrator Amy McEwan reported that a study conducted a couple of years ago identified skill sets that would strengthen the Information Technology (IT) department. A recent vacancy in the department has provided an opportunity to refer back to the study and to include these needed skills, but a reclassification of the position is needed. Human Resources Director Rodney Marion requested that the Senior Business System Account Analyst position be reclassified to Project Manager. This position would be responsible to address infrastructure changes, bandwidth improvements and hardware and software replacements. He indicated that the pay level would be moved from K7 to K8 and that the County should be able to hire within budget.

A motion was made by Member Carlson, seconded by Member Sauer, that this committee action item be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8. **Executive Session**

Executive Session was entered into at 1:28 p.m.

A motion was made by Member Rummel, seconded by Member Sauer, to go into Executive Session. The motion carried unanimously.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1 [16-0707](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

Personnel matters were discussed in Executive Session.

Executive Session was adjourned at 1:51 p.m.

A motion was made by Member Mandel, seconded by Member Sauer, to come out of Executive Session. The motion carried unanimously.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1A [16-0711](#)

Committee action authorizing reclassification of a position in the County Administrator Office.

A motion was made by Member Carlson, seconded by Member Sauer, that items 8.1A through 8.1E be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1B [16-0712](#)

Committee action authorizing reclassification of a position in the Division of Transportation.

A motion was made by Member Carlson, seconded by Member Sauer, that items 8.1A through 8.1E be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1C [16-0714](#)

Committee action authorizing an upgrade of a position in the Chief County Assessment Office.

A motion was made by Member Carlson, seconded by Member Sauer, that items 8.1A through 8.1E be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1D [16-0715](#)

Committee action authorizing reclassification of a position in the Chief County Assessment Office.

A motion was made by Member Carlson, seconded by Member Sauer, that items 8.1A through 8.1E be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

8.1E [16-0759](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Court.

A motion was made by Member Carlson, seconded by Member Sauer, that items 8.1A through 8.1E be approved. Motion carried by voice vote.

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

9. County Administrator's Report

County Administrator Barry Burton reported that staff will begin the review of proposed 2017 budgets next week.

9.1 [16-0625](#)

Discussion regarding a proposed policy for the use of Video Gaming revenue.

Heather Galan of Public Works and Ben Gilbertson of the County Administrator's Office presented. Mr. Gilbertson provided a brief history of video gaming. At last year's budget hearings, Board Members discussed how to expend the revenue for video gaming, noting that they were adamant about not using the funds to support the County's day-to-day operations. The consensus was to use the video gaming revenue to address community needs.

Staff has been working on a policy that would standardize how these funds are utilized. Staff has met with several gambling addiction providers to understand what resources are currently available, the needs of the community, the scope of gambling addiction, and the interplay between gambling addiction, substance abuse disorders, and behavioral health. Scoring criteria was created which incorporated best practices in-line with current Housing and Community Development Commission (HCDC) evaluations. Mr. Gilbertson reviewed requirements for eligibility, the evaluation process, and the administrative standard operating procedures.

Ms. Galan reviewed the scoring criteria which is based on community need, financial need, overall impact, outcomes, program design, staffing and facilities, past performance, fiscal management, and sustainability. Ms. Galan indicated that the grant management process will be managed in tandem with the HCDC and Financial and Administrative Committee.

Discussion occurred regarding the requirement that social service agencies utilize SharePoint to be eligible to receive funds. Currently, SharePoint is being utilized by only 30 percent of social service agencies. Ms. Gingiss indicated that these agencies would only have to learn the referral portion of the SharePoint tool. County Board Member

Maine requested that additional clarification be given regarding defined metrics. County Board Member Thomson-Carter encouraged municipalities who permit video gaming to partner with the County to use a portion, or all, of their revenue to support the needs of the community. Discussion continued. Committee members thanked staff for the work on the policy.

This item will be brought forth at the next Committee meeting for consideration.

This matter was discussed.

9.2 [16-0743](#)

Discussion regarding the Illinois Municipal Retirement Fund (IMRF).

County Administrator Barry Burton reported on recent happenings with the Illinois Municipal Retirement Fund (IMRF). Recently, IMRF sent a letter to our County Board members, as part of a routine audit, requesting individual elected officials complete and submit forms certifying that they work 1,000 hours annually. Additionally, Senate Bill 2701, a bill that would end IMRF pensions for future county board members and require those who are currently in the system to prove the number hours they work, has passed the Illinois Senate and House. If the governor signs or doesn't veto the bill, the law will go into effect. IMRF has indicated that it will defer this audit until after August 26, 2016, the latest date in which the law will either become in effect or will have been vetoed.

If the bill becomes law, the Board will need to pass a resolution within 90 days after every General Election indicating its intent to remain in IMRF. This resolution will effect only members who were elected or appointed before the law came into effect. This resolution would allow board members to opt out or to submit certification that they work 1,000 hours annually.

County Board Chairman Aaron Lawlor indicated that there are still a lot of questions that remain unresolved, including what constitutes county board business. The IMRF Board is currently reviewing this issue. Discussion ensued.

This matter was discussed.

9.3 [16-0734](#)

Presentation and update on grant approval process.

Finance and Administrative Services Director Gary Gordon indicated that the Committee had requested, at a previous meeting, information regarding the County's grant approval processes. Appropriations occur either through the annual budget process, when the funding is already determined, or via an emergency appropriation, when the funding is uncertain or unknown. Most grants the County receives are not synced with the County's fiscal year. As funding for these grants come through, it is necessary to obtain approval from them via emergency appropriation.

Mr. Gordon indicated that the Budget Policies govern the process for Committee action for grant applications. Departments are required to seek authority the first time the County seeks a grant that requires a direct County match of funds. Subsequent grants, or those that require only in-kind County contribution, do not require prior approval.

This matter was presented.

9.4 [16-0733](#)

Presentation and update on the documentation and procedures implemented to address potential liability related to non-traditional workers at Lake County.

Finance and Administrative Services Director Gary Gordon indicated non-traditional workers are individuals who perform work or services for the County that are non compensated, not paid via the County payroll, or not under a contract that is above the bid limit. A team was formed to meet with departments to catalog the non-traditional workers to look at what policies can be put into place to ensure the County has proper liability coverage and to mitigate liability. Guidelines were developed that must be adhered to by the departments, but the guidelines do not prohibit additional restrictions or procedures that departments may wish to incorporate. Discussion ensued.

This matter was presented.

9.5 [16-0763](#)

Presentation of the Quarterly Report and Economic Indicator Report.

Finance and Administrative Services Director Gary Gordon presented the economic indicator report and quarterly report. He noted justice revenue and foreclosure revenue have declined. Commercial building permits have also declined, but residential permits have increased. He noted that gas and other utility expenses have been fairly low. There has also been uptick in Information Technology (IT) expenditures.

This matter was presented.

10. **Adjournment**

The meeting was adjourned at 3:20 p.m.

A motion was made by Member Sauer, seconded by Member Mandel, to adjourn.

The motion carried by the following vote:

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Chair Rummel and Member Sauer

Absent: 1 - Chair Paxton

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee