

Lake County Illinois

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



Meeting Minutes - Final

Thursday, October 5, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at
<https://bit.ly/48wNH5F>

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application.

Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item: # (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order

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

2. Pledge of Allegiance

Member Kyle led the Pledge of Allegiance.

3. Roll Call of Members

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Other Attendees:

In Person:

*Angela Cooper, 19th Judicial Circuit Court
Anthony Vega, County Clerk
Beth Prager, State's Attorney's Office
Bob Gluekert, Chief Assessment Office
Carissa Casbon, Board Member
Carl Kirar, Facilities and Construction Services
Chris Principali, Finance
Darcy Adcock, Human Resources
Gary Gibson, County Administrator's Office
Jim Hawkins, County Administrator's Office
John Light, Human Resources
Joy Gossman, Public Defender
Kevin Considine, Lake County Partners
Kevin Quinn, Communications
Kristy Cechini, County Board Office
Matt Meyers, County Administrator's Office
Melissa Gallagher, Finance
Mike Wheeler, Finance
Patrice Sutton, Finance
Sandy Hart, Board Chair
Tammy Chatman, Communications*

Electronically:

*Abby Krakow, Communications
Alex Carr, Communications
Ann Maine, Board Member
Arnold Donato, Stormwater Management
Brea Barnes, Finance
Cassandra Hiller, County Administrator's Office
Chad Wright, Facilities and Construction
Claudia Gilhooley, 19th Judicial Circuit Court*

Demar Harris, Workforce Development
Diane Hewitt, Board Member
Dominic Strezo, Planning, Building, and Development
Elizabeth Brandon, County Administrator's Office
Eric Waggoner, Planning, Building, and Development
Errol Lagman, Finance
Holly Kim, Treasurer
Jim Chamernik, Sheriff's Office
JazMine' Evans, Finance
Jeremiah Varco, Facilities and Construction
Jerial Jorden-Woods, Finance
Jo Gravitter, State's Attorney's Office
Jon Nelson, Division of Transportation
Karen Fox, State's Attorney's Office
Kevin Carrier, Division of Transportation
Kevin Dominguez, Finance
Krista Kennedy, Finance
Kurt Woolford, Stormwater Management
Lawrence Oliver, Sheriff's Office
Maria Castellanos, Finance
Mark Pfister, Health Department
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office
Michael Prusila, Stormwater Management Commission
Mick Zawislak, Daily Herald
Nicole Farrow, State's Attorney's Office
Nicole Rogers, Finance
Robert Glueckert, Chief County Assessment Officer
Ruby Acosta, Finance
RuthAnne Hall, Purchasing
ShaTin Gibbs, Finance
Stacy Davis-Wynn, Purchasing
Stephen Gray, Treasurer's Office
Steve Spangolo, State's Attorney's Office
Theresa Glatzhofer, County Board Office
Tiffany Becker, Facilities and Construction Services
Vernesha Lawrence, Finance
Yvonne Mendoza, Finance

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items Not on the Agenda)

There were no comments from the public.

6. Chair's Remarks

There were no comments from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.16)

REPORTS

8.1 23-1383

Report from Anthony Vega, County Clerk, for the month of June, 2023.

Attachments: [LCC Report for June 2023](#)

A motion was made by Member Clark, seconded by Member Parekh, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.2 23-1384

Report from Anthony Vega, County Clerk, for the month of July, 2023.

Attachments: [LCC Report for July 2023](#)

A motion was made by Member Clark, seconded by Member Parekh, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

HEALTH & COMMUNITY SERVICES

8.3 23-1386

Joint resolution accepting the AIDS Foundation of Chicago grant and authorizing an emergency appropriation in the amount of \$27,204 for the Ryan White Part B grant.

Attachments: [AFC RWB Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.4 [23-1387](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$1,530 for the Crisis Residential grant.

Attachments: [Crisis Residential](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.5 [23-1388](#)

Joint resolution accepting the Illinois Department of Healthcare and Family Services grant and authorizing an emergency appropriation in the amount of \$375,000 for the Care Coordination and Support Organization grant.

Attachments: [IDHFS CCSO Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.6 [23-1389](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$422,556 for the Child and Family Connections grant.

Attachments: [IDHS CFC Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.7 [23-1390](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$17,750 for the Family Case Management High-Risk Infant Follow-up grant.

Attachments: [IDHS FCM-HRIF Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The

motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.8 [23-1392](#)

Joint resolution accepting the Illinois Department of Children and Family Services grant and authorizing an emergency appropriation in the amount of \$38,585 for the Intensive Placement Services grant.

Attachments: [DCFS IPS Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.9 [23-1394](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$10,665 for the Teen Pregnancy Prevention grant.

Attachments: [IDPH ITPP PREP Grant](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.10 [23-1395](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$1,562 for the Mental Health Community Integrated Living Arrangement grant.

Attachments: [MH CILA](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.11 [23-1396](#)

Joint resolution accepting the National Association of County and City Health Officials grant and authorizing an emergency appropriation in the amount of \$62,250 for the Reducing Overdose through Community Approaches Mentee Program grant.

Attachments: [NACCHO ROCA Grant Extension](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.12 [23-1398](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$1,743 for the Psychiatric Medication grant.

Attachments: [Psych Meds](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.13 [23-1399](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$1,185 for the Supervised Residential grant.

Attachments: [Supervised Residential](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.14 [23-1400](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$1,107 for the Supported Residential grant.

Attachments: [Supported Residential](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.15 [23-1309](#)

Joint resolution authorizing a funding application to the U.S. Department of Housing and Urban Development's (HUD) Pathways to Removing Obstacles to Housing (PRO Housing) funding and authorizing execution of all necessary Memoranda of Understanding (MOU) and correspondence.

Attachments: [PRO Housing agreement](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

LAW & JUDICIAL

8.16 [23-1375](#)

Joint resolution authorizing an emergency appropriation in the amount of \$50,000 in funding from the Illinois Department of Healthcare and Family Services and the approval of the renewal of Intergovernmental Agreement for the 19th Judicial Circuit's Access and Visitation for state fiscal year (FY) 2024.

Attachments: [FY24 Signed Access & Visitation 2021-55-024-4 D 19th Jud. Cir. AV IGA F](#)
[LIT - County Board JE 50k AV July 2023](#)

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

REGULAR AGENDA

LAKE COUNTY PARTNERS

8.17 [23-1368](#)

Lake County Partners Update.

Attachments: [F&A Update 10-5-23v2](#)

Kevin Considine, Lake County Partners Chief Executive Officer, presented on the Lake County Partners' annual update. Discussion ensued.

HEALTH & COMMUNITY SERVICES

8.18 [23-1417](#)

Joint resolution approving the intergovernmental agreement (IGA) outlining the respective obligations and responsibilities of the Veterans Assistance Commission of Lake County (VACLC) and Lake County.

Attachments: [IGA.VAC.Lake County.FINAL](#)

Jim Hawkins, Deputy County Administrator, reported on the new intergovernmental agreement between the Lake County Veterans Assistance Commission and Lake County. Discussion ensued.

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

LAW & JUDICIAL

8.19 [23-1167](#)

Joint resolution authorizing the acceptance and execution of a Bureau of Justice Administration (BJA) Byrne Discretionary Grant assisting with the Lake County State's Attorney's Office (LCSAO) Gun Violence Prevention Initiative (GVPI) to help reduce violence by increasing community response of non-domestic shootings, including an emergency appropriation of \$750,000 in grant funds.

Attachments: [SAO BJA Byrne Grant Budget Summary](#)
[SAO BJA Byrne Grant Award](#)

Jo Gravitter, Chief of Administration, State's Attorney's Office and Steve Spaglano, Communications Specialist, State's Attorney's Office, reported on the Byrne Discretionary Grant for the Gun Violence Prevention Initiative. Discussion ensued.

A motion was made by Member Clark, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.20 [23-1376](#)

Joint resolution establishing Fund 251 Supreme Court Public Defender Fund for the purposes of depositing and expending funds allocated by the Illinois Supreme Court to the 19th Judicial Circuit and to supplement the funds appropriated to the Office of the Public Defender and public defender services and authorizing an emergency appropriation in the amount of \$104,197.08 in both revenue and expense as directed by the Chief Circuit Judge.

Angela Cooper, Administrative Services, 16th Judicial Court and Joy Gossman, Public Defender, reported on the funding allocated from the Illinois Supreme Court's for the Public Defenders Office.

A motion was made by Member Clark, seconded by Member Danforth, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.21 23-1377

Joint resolution accepting the Illinois Department of Human Services Redeploy Illinois Grant; and approving an emergency appropriation in the amount of \$297,000.

Attachments: [Signed Grant Agreement.pdf](#)

[LIT - County Board JE Juvenile Redeploy Grant Oct-23](#)

Angela Cooper, Administrative Services, 16th Judicial Court, reported on the grant for the Juvenile Redeploy program. Discussion ensued.

A motion was made by Member Parekh, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.22 23-1397

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$318,020.01 to implement Adult Redeploy Illinois programming for the Nineteenth Judicial Circuit Court.

Attachments: [LIT Template - County Board JE 318k Adult ReDeploy Oct-23.pdf](#)

[Adult Redeploy Grant Agreement.pdf](#)

Angela Cooper, Administrative Services, 16th Judicial Court, reported on the grant for the Adult Redeploy program.

A motion was made by Member Kyle, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.23 23-1431

Resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$30,000 to support the Nineteenth Judicial Circuit Court's Self-Represented Litigant Program.

Attachments: [19-Award Letter](#)

[LIT Template - County Board JE 30k SRL Aug 2023](#)

Angela Cooper, Administrative Services, 19th Judicial Circuit Court, and Beth Prager, State's Attorney's Office, reported on the offsetting revenue for the Self-Represented Litigant program's kiosk. Discussion ensued.

A motion was made by Member Danforth, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The

motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

PLANNING, BUILDING, ZONING & ENVIRONMENT

8.24 [23-1382](#)

Joint resolution authorizing an emergency appropriation for Park City Stormwater Projects in the amount of \$2,600,000 and funded by the Illinois Department of Commerce and Economic Opportunity (DCEO) in Fund 743 Lake County Regional Stormwater Management Projects PC Fund.

Attachments: [Stormwater Round PC Project List](#)
 [DCEO Notice of State Award Park City \\$2.6M](#)
 [21-413014 Grant Agreement](#)
 [21-413014 Uniform Grant Budget](#)
 [Budget Template Oct-23 2](#)

Kurt Woolford, Stormwater Management Executive Director, reported on the Park City Stormwater projects.

A motion was made by Member Kyle, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.25 [23-1379](#)

Committee action approving Contract Modification Number One with Appin Associates, Winnipeg, Canada for the continued building automation system services for the Lake County Regional Operations and Communications Facility, in the amount of \$47,082.20.

Attachments: [Draft Contract Modification No. 1](#)
 [Appin Proposal](#)
 [Vendor Disclosure Form](#)
 [Agreement](#)

Carl Kirar, Facilities and Construction Services, reported on the contract modification for the Regional Operations and Communications (ROC) Facility's building automation system services.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.26 [23-0679](#)

Director's Report - Facilities and Construction Services.

Carl Kirar, Facilities and Construction Services, reported on items that will be reviewed at next month's Financial and Administrative Committee meeting.

Human Resources

8.27 [23-0096](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Enterprise Information Technology

8.28 [23-0097](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's report.

Finance

8.29 [23-1385](#)

Finance Monthly Report - August 2023.

Attachments: [Monthly Financial Report August 2023.pdf](#)

Melissa Gallagher, Deputy Financial Officer, presented the finance monthly report for August.

8.30 [23-1391](#)

Presentation on the Fiscal Year 2024 Recommended Annual Budget.

Gary Gibson, County Administrator, thanked Patrice Sutton and the Budget staff for all of their hard work putting the recommended Annual Budget together.

Patrice Sutton, Chief Financial Officer, presented on the Fiscal Year 2024 recommended Annual Budget.

8.31 [23-0098](#)

Director's Report - Finance.

There was no Finance Director's report.

9. County Administrator's Report

Gary Gibson, County Administrator, stated there will be an employee survey going out asking staff what they would like for food services and stated there were no bids submitted for the cafe services on the first floor. Discussion ensued.

10. Executive Session

The Committee did not enter into Executive Session.

11. Members' Remarks

There were no remarks from Members.

12. Adjournment

Chair Frank declared the meeting adjourned at 9:59 a.m.

Next Meeting: October 17 (Joint Budget Hearings)

Minutes prepared by Kristy Cechini.

Minutes were approved on November 2, 2023, by the Financial and Administrative Committee.