

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Tuesday, June 6, 2023**

**10:30 AM**

**or 10 minutes after the conclusion of the Health and Community Services Committee, whichever is later.**

**Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/45vJP3s>**

**Law & Judicial 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](mailto: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:** Law & Judicial 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 Cunningham called the meeting to order at 11:17 a.m.*

**2. Pledge of Allegiance**

*Member Hewitt led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 6 - Member Casbon, Chair Ross Cunningham, Member Hewitt, Member Knizhnik, Member Pedersen and Vice Chair Roberts

**Absent** 1 - Member Danforth

*Other Attendees:*

*In Person:*

*Cassandra Hiller, County Administrator's Office*

*Courtney Krznarich, Prairie State Legal*

*Eric Rinehart, State's Attorney's Office*

*Erin Cartwright Weinstein, Circuit Clerk's Office*

*Gary Gibson, County Administrator's Office*

*Jamie Helton, State's Attorney's Office*

*Jenny Brennan, Communications*

*Jim Chamernik, Sheriff's Office*

*John Idleburg, Sheriff's Office*

*Joy Gossman, Public Defender's Office*

*Justine Gilbert, Communications*

*Keith Kaiser, Sheriff's Office*

*Kevin Quinn, Communications*

*Kristy Cechini, County Board Office*

*Lacy Burpee, Prairie State Legal*

*Marah Altenberg, Board Member*

*Paul Frank, Board Member*

*Rob Richards, Sheriff's Office*

*RuthAnne Hall, Purchasing*

*Sandy Hart, County Board Chair*

*Steve Rice, State's Attorney's Office*

*Tara Niemi, Circuit Clerk*

*Todd Schroeder, Courts*

*Electronically:*

*Abby Krakow, Communications*

*Ashley Rack, Sheriff's Office*

*Bernard Malkov, Sheriff's Office*

*Claudia Gilhooley, 19th Judicial Circuit Court*

*Janna Philipp, County Administrator's Office*

Joe Wheeler, Mission Critical Partners  
Jolanda Dinkins, County Board Office  
Karen Fox, State's Attorney's Office  
Matt Meyers, County Administrator's Office  
Melanie Nelson, State's Attorney's Office  
Nick Kalfas, Sheriff's Office  
Nick Principali, Finance  
Patrice Sutton, Finance  
Theresa Glatzhofer, County Board Office

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment (Items not on the agenda)**

*There was a public comment from:  
Renetrice Pierre*

**6. Chair's Remarks**

*There were no remarks from the Chair.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**REGULAR AGENDA**

**\*CIRCUIT CLERK\***

**8.2 [23-0822](#)**

Joint Committee Action approving Contract Modification Number Five with Mission Critical Partners, LLC, Port Matilda, Pennsylvania for professional consulting and project management services for the implementation of the Integrated Case Management System (ICMS), in the amount not to exceed \$194,375.

**Attachments:** [Lake County IL Proposed Extension to the Agreement 12May2023 Final](#)  
[MCP Vendor Disclosure Form](#)  
[Contract 18052 Analysis](#)

*This item was moved before item 8.1.*

*Todd Schroeder, Executive Director, Courts, introduced Eric Reinhart, State's Attorney, and Steve Rice, State's Attorney's Office, and provided an update on the Contract modification for the implementation of the ICMS program. Discussion ensued.*

*Erin Cartwright Weinstein, Circuit Clerk, stated a timeline is being worked on with the Purchasing Department and will be shared with the Committee.*

**A motion was made by Vice Chair Roberts, seconded by Member Casbon, that this**

**committee action item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote:**

**Aye:** 6 - Member Casbon, Chair Ross Cunningham, Member Hewitt, Member Knizhnik, Member Pedersen and Vice Chair Roberts

**Absent:** 1 - Member Danforth

**\*SHERIFF'S OFFICE\***

**8.1 [23-0814](#)**

Sheriff's Office Annual Update.

**Attachments:** [Annual Update LCSO June 6 2023 Final](#)

*Sheriff John Idleburg and Jim Chamernik, Business Manager, Sheriff's Office, provided the Sheriff's Office annual update which included the department overview, staffing overview, the police staff and services, patrolling staff, corrections, highlights, budget overview, the last and next 12 months, and the Capital Improvement Plan. Discussion ensued.*

**\*CIRCUIT CLERK\***

**8.3 [23-0860](#)**

Ordinance to modify the Petition to Expunge and Seal costs to be charged by the Circuit Clerk's Office.

**Attachments:** [Expungement LJ amendment for FA Revision Redlined](#)

*Erin Cartwright Weinstein, Circuit Clerk, provided an update on the modification of the Ordinance for the Petition to Expunge and Seal costs. Discussion ensued.*

*County Board Chair Hart asked to include additional bullet points listing the fees for the Board agenda.*

**A motion was made by Member Hewitt, seconded by Member Knizhnik, that this ordinance be approved and referred on to the Financial and Administrative Committee. The motion carried by the following voice vote.**

**Aye:** 6 - Member Casbon, Chair Ross Cunningham, Member Hewitt, Member Knizhnik, Member Pedersen and Vice Chair Roberts

**Absent:** 1 - Member Danforth

**9. County Administrator's Report**

*Cassandra Hiller, Assistant County Administrator, stated the Phase I study of the Sheriff's Office staffing and operations has been completed and the results will be provided at the next meeting. Also, State's Attorney Eric Rinehart will be giving an update on the Wellness (Living Room) Center.*

**10. Executive Session**

*The Committee did not enter into Executive Session.*

**11. Members' Remarks**

*There were no remarks by Members.*

**12. Adjournment**

*Chair Cunningham declared the meeting adjourned at 12:33 p.m.*

**Next Meeting: June 27, 2023**

*Minutes prepared by Kristy Cechini.*