

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, August 11, 2022

2:00 PM

Assembly Room, 10th Floor or to virtually attend, register at  
<https://bit.ly/3ciq6NL>

**Rules 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 / virtual attendance through registration at the link on the front page of this agenda.

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

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. 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. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- \* Meeting: Rules Committee (Subject line for written Public Comment)
- \* Name (REQUIRED)
- \* Topic or Agenda Item # (REQUIRED)
- \* Street Address, City, State (Optional)
- \* Phone Number (Optional)
- \* Organization/Agency/etc. Represented (If representing yourself, put "Self")

**\*\* \*To view County Board Rules, click here: <https://bit.ly/3idRdrV> \* \*\***

**1. Call to Order**

*Chair Frank called the Rules Committee meeting to order at 2:00 p.m.*

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 9 - Member Altenberg, Vice Chair Clark, Member Ross Cunningham, Chair Frank, Member Maine, Member Pedersen, Member Simpson, Member Vealitzek and Member Wilke

*\*Electronic Attendance: Member Altenberg, Member Simpson.*

*Other Attendees:*

*In Person:*

*Alex Carr, Communications*

*Carissa Casbon, Board Member*

*Elizabeth Brandon, Communications*

*James Hawkins, County Administrator's Office*

*Jolanda Dinkins, County Board Office*

*Matt Meyers, County Administrator's Office*

*Melanie Nelson, State's Attorney's Office*

*Electronically:*

*Abby Krakow, Communications*

*Cassandra Hiller, County Administrator's Office*

*Gavin Good, Lake County News-Sun*

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

*Janna Philipp, County Administrator's Office*

*Karen Fox, State's Attorney's Office*

*Kevin Quinn, Communications*

*Kristy Cechini, County Board Office*

*Patrice Sutton, Finance*

*Sonia Hernandez, County Administrator's Office*

*Steve Carlson, Public*

*Tammy Chatman, Communications*

**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**

*Chair Frank made a statement about health care in the Illinois Department of Corrections system and some of the challenges.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business****CONSENT AGENDA (Items 8.1-8.2)****8.1 22-0996**

Committee action approving the Rules Committee minutes from February 3, 2021.

**Attachments:** [Rules 2.3.21 Final Minutes.pdf](#)

**A motion was made by Member Cunningham, seconded by Vice Chair Clark that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 9 - Member Altenberg, Vice Chair Clark, Member Ross Cunningham, Chair Frank, Member Maine, Member Pedersen, Member Simpson, Member Vealitzek and Member Wilke

**8.2 22-0997**

Committee action approving the Rules Committee minutes from August 19, 2021.

**Attachments:** [Rules 8.19.21 Final Minutes.pdf](#)

**A motion was made by Member Cunningham, seconded by Vice Chair Clark that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 9 - Member Altenberg, Vice Chair Clark, Member Ross Cunningham, Chair Frank, Member Maine, Member Pedersen, Member Simpson, Member Vealitzek and Member Wilke

**REGULAR AGENDA****8.3 22-1022**

Resolution amending the County Board Rules of Order and Operational Procedures (as amended on September 14, 2021) by removing all items in Section VII.F (Finance and Budget) and replacing with "See Board Approved Finance and Budget Policies".

**Attachments:** [\(22-1022\)Board Rules\(09.13.22\)CLEAN](#)  
[\(22-1022\)Board Rules\(09.13.22\)REDLINE](#)

*Jim Hawkins, Deputy County Administrator, provided an overview of the resolution. Discussion ensued.*

**A motion was made by Member Pedersen, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 9 - Member Altenberg, Vice Chair Clark, Member Ross Cunningham, Chair Frank, Member Maine, Member Pedersen, Member Simpson, Member Vealitzek and Member Wilke

8.4 [22-0994](#)

Discussion of Freedom of Information Act (FOIA) guidelines under Paragraph III.B of the County Board Rules of Order and Operational Procedures (as amended on September 14, 2021).

*Chair Frank shared some questions that arose from a recent Lake County Board Member training session. Discussion ensued. In response to Member questions and comments, Melanie Nelson, Deputy Chief, State's Attorney's Office, provided additional information on FOIA.*

8.5 [22-1018](#)

Resolution amending the County Board Rules of Order and Operational Procedures (as amended on September 14, 2021) by adding "Review of County Board Agenda" to the table in Section V.H (Committee of the Whole) under the header, "Responsible for Matters Pertaining to:"

*Chair Frank read the resolution. Discussion ensued.*

*Member Wilke left the meeting @ 2:35 p.m.*

*Member Wilke rejoined the meeting @ 2:41 p.m.*

*Member Simpson left the meeting @ 3:11 p.m.*

**A motion was made by Member Maine, seconded by Member Ross Cunningham, that this resolution be approved and recommended to the County Board agenda.**

**The motion failed by the following roll call vote:**

**Aye:** 2 - Member Maine and Member Pedersen

**Nay:** 6 - Member Altenberg, Vice Chair Clark, Member Ross Cunningham, Chair Frank, Member Vealitzek and Member Wilke

**Not Present:** 1 - Member Simpson

9. **County Administrator's Report**

*Chair Frank left the meeting @ 3:22 p.m.*

*Jim Hawkins, Deputy County Administrator, provided information on the County's FOIA program.*

**10. Executive Session**

*The Committee did not enter into an Executive Session.*

**11. Members' Remarks**

*There were no remarks from members.*

**12. Adjournment**

*Vice Chair Clark declared the meeting adjourned at 3:24 p.m.*

**Next Meeting: To be Determined**

*Minutes prepared by Jolanda Dinkins.*

*Respectfully submitted,*

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*Rules Committee Chair*