

Lake County Illinois

**Regional
9-1-1
Consolidation**

Meeting Minutes - Final

Thursday, April 21, 2022

2:00 PM

**MEETING LOCATION: Central Permit Facility (2nd FL)
500 W. Winchester Road Libertyville, IL**

Regional 911 Operations Committee

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the Committee. Individuals attending 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 or delivered to the County Administrator's Office at 18 N. County Street, Waukegan, Illinois (9th Floor)).

Public comments will be presented at the beginning of the meeting under "Public Comment." A total of 30 minutes will be permitted for the Public Comment and no more than three minutes per Comment. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance then (2) written comments in the order they are received.

Individuals providing Public Comment will be recorded and will provide the following Information:

- * Meeting: 9-1-1 Operations Committee (Subject line for written Public Comment)
- * Name (Required)
- * Topic or Agenda Item # (Required)
- * Organization represented. (Required - If representing yourself, put "Self")
- * Street Address (Optional)
- * City, State (Optional)
- * Phone (Optional)

1. Call to Order

Vice Chair, Dave Dato, called the Regional 911 Operations Committee Meeting to order at 2:00 p.m.

2. Roll Call of Members

Jim Hawkins, 911 Project Coordinator, did a roll call of members.

Members present:

CenCom E9-1-1 - Nichol Whitfield, Director

Countryside Fire Protection District - Ed Heinz, Dep. Fire Chief

Fox Lake – Jimmy Lee, Chief of Police

Grayslake Fire Protection District - Dan Pierre, Fire Chief

Gurnee - John Kavanagh, Fire Chief

Lake County - Jim Hawkins, Deputy County Administrator / 911 Project Coordinator

Lake County ETSB - Dave Dato, Board Member and Committee Vice Chair

Lake County Sheriff's Office - Kent McKenzie, Director of Communications

Libertyville – Richard Carani, Fire Chief

Lincolnshire - Joseph Leonas, Chief of Police

Mundelein – John Monahan, Chief of Police

North Chicago - Laz Perez, Chief of Police

Round Lake – David Prus, Chief of Police

Vernon Hills - Jim Levicki, Deputy Chief of Police

Greater Round Lake Fire Protection District - Not present

NELCC JETSB - Not present

Round Lake Beach - Not present

VHL JETSB – Not present

Wauconda Fire Protection District - Not present

**Waukegan – Not present*

Others present in person:

Janna Philipp - County Administrator's Office

Taryn Sofie - CenCom

Steve Husak - Lake Zurich PD

Steve Winnecke - Lake County ETSB

Edith Newsome - Waukegan

Don Hansen - Mundelein Support Services Director

Michael Pakosta - Libertyville FD

Jim Chamernik, Sheriff's Office

Shannon Hulubetz - Vernon Hills PD

Bernard Malkov - Sheriff's Office

**Robert Beach - Waukegan PD Commander Admin. Services (entered meeting at 2:11 p.m.)*

Others present via remote attendance:

Susannah Heitger - Crowe

Jill Willis - Crowe

3. Approval of Minutes

3.1 [22-0600](#)

Minutes from March 17, 2022.

Attachments: [911 3.17.22 Final Minutes](#)

A motion was made by Member McKenzie, seconded by Member Whitfield, that the minutes be approved. The motion carried by voice vote.

4. Public Comment

There were no comments from the public.

5. Unfinished Business

There was no unfinished business.

6. New Business

6.1 [22-0602](#)

Update Operations and Policy Committee Membership.

Attachments: [6.1 Policy and Ops Membership \(03.17.22\)](#)

Nichol Whitfield, CenCom E9-1-1 Director, mentioned updates for CenCom. Director Whitfield will be the new backup for the Policy Committee and Taryn Sofie, CenCom E9-1-1 Deputy Director, will be the backup for the Operations Committee.

6.2 [22-0603](#)

Project Coordinator's Update.

Attachments: [911 Finance Summary\(04.29.21\)](#)

[6.2-911 PM UPDATE\(04.21.22\)](#)

Jim Hawkins, 911 Project Coordinator, provided a brief update on the project and the three Lines of Effort (LOE) - 1: Technology, 2: Facility and 3: Organization. He reminded the committee that Barrington is no longer a member, leaving 20 active members. The current Phase 1 Intergovernmental Agreement will expire in September and the current consortium will be disestablished. New IGAs are being worked on and the goal is to have a new IGA between participating PSAPs, who will be working toward a consolidated PSAP, no later than September 2022. A fourth LOE was added - 4: Plan for ETSB/JETSB consolidation. Additionally, all previous funds that were contributed have been spent.

6.3 [22-0604](#)

Update on Consortium CAD, Mobile, RMS, JMS, E-Citation, and E-Crash Software Implementation.

Attachments: [6.3-Public Safety Software UPDATE\(04.21.22\)](#)

Jill Willis, Crowe LLP Consultant, provided a brief Consortium System Implementation update, including accomplishments to date and upcoming key tasks with the Tyler Technologies team. Susannah Heitger, Crowe LLP Consultant, explained that all of the work streams have started and participation is good at the in-person sessions. They are also starting to see some of the change management pieces that will need to be addressed. She mentioned that there is concern about the agencies that want to convert data, but have not yet committed. Additionally, they are working through the Illinois record retention act. Discussion ensued.

Steve Winnecke, Lake County ETSB Director, provided an update on the data IGA and an MOU for data sharing.

Jim Hawkins, 911 Project Coordinator, read notes from Bernard Malkov, Lake County Sheriff's Office Information Technology Manager, who was unable to attend the meeting. If there are any questions about the IGAs, reach out to Mr. Malkov. Mr. Malkov is gathering input from different agencies and working on the unit numbers. Lastly, the Sheriff's Office is working on a large printer bid.

6.4 [22-0605](#)

Update on the Regional Operations and Communications Facility.

Attachments: [6.4-ROC Facility Design UPDATE\(04.21.22\)](#)

Jim Hawkins, 911 Project Coordinator, provided an overview and update on the facility, including the design principles, schematic design and funding. He explained that the Regional Operations and Communications (ROC) Facility is the name that is being proposed.

6.5 [22-0606](#)

Update and Discussion on Establishing a Consolidated PSAP and Dispatching Entity.

Jim Hawkins, 911 Project Coordinator, provided an update and explained that the PSAPs have met twice and there are some new partners. They are working on Intergovernmental Agreements (IGAs). The first IGA is between the PSAPs, to establish a new entity in order to write a second IGA, which will establish a new Intergovernmental Cooperative. The first IGA will require a financial buy in from PSAPs to hire a project manager. The goal is to have it in place by September 2022. The second IGA will be to form a new Intergovernmental Cooperative, where any interested governmental entity will be able to buy in as a partner. He detailed the components that will need to be included in the second IGA.

Chief Kavanagh, who is a member of the PSAP group, explained that the employees are a large focus of the group and they want to keep the quality of dispatch up while they work together as a group through the transition.

Discussion ensued about how and when input on the IGAs could be provided by entities/individuals and the dissemination of IGA information.

6.6 [22-0607](#)

Update and Discussion on Emergency Telephone System Board (ETSB) Consolidation Efforts.

Jim Hawkins, 911 Project Coordinator, explained that this Line of Effort #4 was added because it affects the consolidation. Additionally, he stated there has not been any formal ETSB conversations yet.

Vice Chair Dato mentioned that in the last State budget, five million was swept from the 911 fund into the 988 (mental health call line) fund program, which makes the State ineligible to receive federal grants for 911 projects. Steve Winnecke, Lake County ETSB Director, provided additional information about the funds.

Discussion ensued.

Direction was given to staff to schedule a meeting with the ETSBs and Cindy Barbera-Brelle, the Director of State Police Emergency Communications, who is in the office that oversees the establishment of ETSBs and JETSBs, to figure out what paths are available to take toward a consolidated ETSB.

7. Members' Remarks

Members discussed what could be done by the agencies for action on the 911 funds sweep.

8. Adjournment

A motion was made by Member Perez to adjourn the meeting, seconded by Member McKenzie. The motion carried by voice vote. Vice Chair Dato declared the meeting adjourned at 3:15 p.m.

Next Meeting: May 19, 2022 at 2:00 p.m.