

# Lake County Illinois

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



## Meeting Minutes - Final

**Tuesday, October 3, 2017**

**9:00 AM**

**Assembly Room, 10th Floor**

**Law and Judicial Committee**

**1. Call to Order**

*Chair Cunningham called the meeting to order at 9:00 a.m.*

**Present** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

*Others Present:*

*Kurt Shultz, Finance and Administrative Services*

*Ryan Horne, Finance and Administrative Services*

*Dawn Wucki-Rossbach, Sheriff's Office*

*Jim Chamernik, Sheriff's Office*

*Scot Kurek, Sheriff's Office*

*Michael Wheeler, Finance and Administrative Services*

*Farrah Watson, Circuit Clerk's Office*

*Patrice Evans, Circuit Clerk's Office*

*Erin Cartwright Weinstein, Circuit Clerk*

*Danny Davis, Court Administration*

*Cindy Robers, Circuit Clerk's Office*

*Kandace Wells, Circuit Clerk's Office*

*Kari McHugh, Circuit Clerk's Office*

*Teri White, State's Attorney's Office*

*Mike Schieve, Finance and Administrative Services*

*Mary Stevens, Courts*

*Lisle Stalter, State's Attorney's Office*

*Ben Gilbertson, Finance and Administrative Services*

*Paul Fetherston, County Administrator's Office*

*Linda Pedersen, County Board Member*

*Barry Burton, County Administrator*

*Dakisha Wesley, Assistant County Administrator*

*Gary Gordon, Finance and Administrative Services*

*Steve Carlson, County Board Member*

*Judy Martini, County Board Member*

*Aaron Lawlor, County Board Chairman*

*Heidie Hernandez, County Board Office*

**2. Pledge of Allegiance**

*Member Hart led the group in the Pledge of Allegiance.*

*Chair Cunningham noted that there is a physical quorum present and Member Bartels will be participating electronically due to illness.*

**3. Approval of Minutes****3.1 [17-1004](#)**

Minutes from August 1, 2017.

**A motion was made by Member Wyatt, seconded by Member Hart, that minutes 3.1 and 3.2 be approved. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**3.2 [17-1005](#)**

Minutes from August 29, 2017.

**A motion was made by Member Wyatt, seconded by Member Hart, that minutes 3.1 and 3.2 be approved. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**4. Addenda to the Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*Public comment was made by the Circuit Court Clerk Erin Cartwright Weinstein. Ms. Cartwright Weinstein provided an update on the passport services. There are 16 certified passport agents on staff. The office has processed 4,000 passports, and is projected to exceed the 2016 passport revenue in 2017. She also noted that there are informational videos on the County website, Facebook and Youtube that have high views. In addition, there is a mobile passport service that has received positive feedback from the public.*

*Discussion occurred on the process for adding or removing agenda items.*

**6. Chairman's Remarks**

*Chair Cunningham requested that staff look into the assigned parking in the lower level garage.*

**7. Old Business**

*There was no old business to conduct.*

**8. New Business**

**PUBLIC DEFENDER**

**8.1 [17-1006](#)**

Report from Joy Gossman, Public Defender, for the month of August 2017.

**A motion was made by Member Frank, seconded by Member Weber, that 8.1 and 8.2 communications or reports be received and placed on the consent agenda. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**CIRCUIT COURT CLERK****8.2 [17-1007](#)**

Report from Erin Cartwright Weinstein, Clerk of the Circuit Court, for the month of August 2017.

**A motion was made by Member Frank, seconded by Member Weber, that 8.1 and 8.2 communications or reports be received and placed on the consent agenda. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**STATE'S ATTORNEY****8.3 [17-0995](#)**

Joint resolution authorizing the application, acceptance, and emergency appropriation of a 2017 Justice Assistance Grant (JAG), awarded by the United States Department of Justice, in the amount of \$10,000 for the purpose of enhancing the State's Attorney's Office's K-9 unit through training, awareness, education, and outreach to support victims of crime in Lake County.

*Teri White of the State's Attorney's Office reported that this grant has been awarded since 2005, and is applied for annually. The funds will be for three years and used to enhance the K-9 unit with training, equipment, education, and to provide awareness and outreach to support victims of crimes.*

**A motion was made by Member Calabresa, seconded by Member Weber, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**CONSTRUCTION MANAGEMENT****8.4 [17-1030](#)**

Joint resolution to enter into a contract with Robison Guarnery, Inc., Gurnee, Illinois, for owner's representative services for the continuation of services for the Lake County Courts Expansion Project (Expansion Project) in the amount of \$238,000.

*Finance and Administrative Services Director Gary Gordon noted that this contract is a renewal for the completion of the court tower expansion.*

*Member Hart asked if the rate is the same and if working hours will decrease. Mr. Gordon noted that there is a one percent increase and added that compared to other contracts this is reasonable. He also indicated that based on the stage of the project the hours will not change.*

*Kurt Schultz of the Finance and Administrative Services Department provided a brief*

*report on the progress that will take place with the project in the next couple of months. Mr. Schultz also added that the new court tower is expected to open in the late summer of 2018.*

**A motion was made by Member Hart, seconded by Member Weber, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

#### **SHERIFF**

##### **8.5 [17-0994](#)**

Joint committee action approving a Change Order Number One for a contract to procure information technology (IT) services for the Lake County Sheriff's Office (LCSO) in an amount not to exceed \$108,125.

*Dawn Wucki-Rossbach of the Sheriff's Office reported that during the time of looking for an Information Technology (IT) manager and technician there was an additional shortage in the IT staff. Due to this unforeseen shortage of staff, the Sheriff's Office is requesting this change order to staff the IT department until new staff members are hired and trained.*

*Discussion occurred as to how this was not foreseen and if the services requested in this change order have been paid for without approval.*

*Finance and Administrative Services Director Gary Gordon reported that the Sheriff's Office requested this initial contract in the past to provide IT support. Unfortunately, the Sheriff's Office underestimated the amount of IT support needed based on the additional vacancies that occurred. Mr. Gordon also clarified that the bills from the services provided by this vendor have not been paid, because the change order has not been approved yet. Discussion ensued.*

**A motion was made by Member Paxton, seconded by Member Weber, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

##### **8.6 [17-1000](#)**

Joint resolution approving the Lake County Sheriff's Office (LCSO) Cooperative State and Local Agreement between the United States Department of Justice, Drug Enforcement Administration (DEA).

*Dawn Wucki-Rossbach of the Sheriff's Office reported on the request to renew this agreement. She also indicated that as part of the agreement, the Sheriff's Office will receive a portion of any assets seized during an operation where the assigned Deputy to*

*the Chicago Field Division was involved.*

*Member Danforth asked what are the County's benefits of having a Sheriff's deputy and the federal agency stationed in Chicago. Ms. Wucki-Roszbach responded that the benefits include, sharing data, training for the assigned deputy and providing a joint effort to stop the flow of drugs into Lake County. Ms. Wucki-Roszbach also provided the process for receiving the funds and indicated that the United States Department of Justice, Drug Enforcement Administration is very strict on what those funds can be used for. She also noted that currently the funds that have been received are unspent.*

*Member Danforth expressed his concerns about receiving a portion of the assets that have been seized. He noted that there may be a scenario where an individual can be found not guilty for an alleged crime; however, the assets found during the alleged criminal activity will not be returned to the individual because the policy for federal forfeiture of property allows the assets to be kept because it was involved in an alleged crime.*

*Member Weber asked for details on what the funds can be used for. Ms. Wucki-Roszbach noted that she does not have the list but will provide it to the members soon after the meeting.*

**A motion was made by Member Weber, seconded by Member Paxton, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**8.7 [17-0993](#)**

Joint resolution approving an intergovernmental Police Services Agreement by and among Lake County, Lake County Sheriff's Office (LCSO), and the Special Education District of Lake County (SEDOL) for the deployment of the full-time School Resource Office (SRO) Program for the Gages Lake Campus for the period of January 1, 2017 to December 31, 2019.

*Dawn Wucki-Roszbach of the Sheriff's Office reported on the renewal of the intergovernmental agreement. She also added that this program has established a good working relationship, and that the SEDOL has approved fully funding the SRO.*

**A motion was made by Member Hart, seconded by Member Calabresa, that this resolution be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**8.8 [17-0900](#)**

Ordinance amending Chapter 35, Section 35.36 Fees for Services Performed by Lake

County Sheriff's Office (LCSO) by adopting a revised fee schedule for the LCSO.

*Finance Director Gary Gordon reported on items 8.8, 8.9 and 8.11. Much discussion occurred; however, it was decided that items 8.8, 8.9 and 8.11 be postponed until the next regular meeting.*

**A motion was made by Member Danforth, seconded by Member Wyatt, that items 8.8, 8.9 and 8.11 ordinances be postponed. Motion carried by voice vote**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**8.9 [17-0901](#)**

Ordinance amending the text to 35.35 Judicial Sales and adopting a fee identified as the Judicial Sales (Foreclosure) Cancellation Fee for the Lake County Sheriff's Office (LCSO).

**A motion was made by Member Danforth, seconded by Member Wyatt, that items 8.8, 8.9 and 8.11 ordinances be postponed. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**8.10 [17-0902](#)**

Ordinance amending Chapter 35 adopting Section 35.37 Administrative Fee for Impounded Vehicles.

*Deputy Chief Scot Kurek presented on the proposed tow fee. It was decided that this item be postponed until the next regular meeting.*

**A motion was made by Member Danforth, seconded by Member Weber, that this ordinance be postponed. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**8.11 [17-0903](#)**

Ordinance renaming Chapter 93, Section 93.07 from False Alarms to Alarm Responses and adjusting its associated fees.

**A motion was made by Member Danforth, seconded by Member Wyatt, that items 8.8, 8.9 and 8.11 ordinances be postponed. Motion carried by voice vote.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**9. Executive Session**

*There was no Executive Session.*

**10. County Administrator's Report**

**10.1 [17-1058](#)**

Presentation and discussion regarding the fiscal year (FY) 2018 Legislative Agenda Proposals.

*Assistant County Administrator Dakisha Wesley reported that Assistant County Administrator Paul Fetherston and Ben Gilbertson of the Finance and Administrative Services Department will be providing a presentation on the Legislative Agenda proposals. She also indicated that there are three potential options for the proposed drivers license reinstatement item: 1) Support an existing bill, 2) Consider legislation that will allow the judiciary to waive certain fees, and 3) Consider proposing legislation to decrease the suspension period.*

*Mr. Fetherston provided an overview on the process for the agenda. He noted that this agenda is larger than past agendas and the Ad Hoc Committee is looking to narrow the agenda. It's requested that committees review the items on the agenda and submit any new items for consideration by October 11. Members can submit itmes individually. The Ad Hoc Committee will then provide input for narrowing the agenda, and staff will return to standing committees for formal and final presentation in December. Recommendation to adopt the agenda will be placed on the December County Board Meeting.*

*Mr. Fetherston expounded on the three options for the driver's license reinstatement item and requested input to determine which option the County should select to either support or sponsor.*

*Member Calabresa noted her appreciation for having the Prescription Monitoring Program on the agenda. She added that the medical society seems to be more accepting of this and there is high probability this program could pass. She also requested that the County be very firm on opposing the legalization of recreational use of marijuana. In addition, she would like to see that a program be looked into on preventing the mentally ill from leaving the hospital without going through the proper process for possible treatment. Health Department Director Mark Pfister explained that if a person is in the hospital due to a potential mental health or substance abuse issue the hospital is required by law to stabilize the individual; however, there are cases where instead they may be referring the individual out of the hospital.*

*Chairman Lawlor reported that the county should be very cognizant on the size, the number of items on the agenda, as well as the County's ability to change behavior and/or influence an outcome, and how much time and effort that takes. He also expressed that the agenda is large enough and feels the agenda should tell the County's story. The budget and the strategic plan tell that right story, and the County should be careful with taking on larger issues that are tangentially related to the County.*

*Member Calabresa noted that it may be a better idea to monitor the item regarding recreational use of marijuana so the County is aware of the status and provide input if needed.*



*Ms. Wesley provided an update on the work that has been done with the justice partners to create one request for proposal for a case management system. The request for proposal will be released later this week or the following week. She also informed the committee that during the next regular meeting the Circuit Court Clerk's Office will be requesting approval to increase fees for court automation and document storage. The fees will to be utilized in the funding model for the new case system.*

**11. Members' Remarks**

*There were no members' remarks.*

**12. Adjournment**

*Meeting adjourned at 11:05 a.m.*

**A motion was made by Member Hart, seconded by Member Weber, that this item be adjourn. The motion carried unanimously.**

**Aye:** 9 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Paxton, Member Weber and Member Wyatt

**Next Meeting: October 24, 2017**

*Meeting minutes prepared by Heidie Hernandez.*

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Law and Judicial Committee*