

# **Lake County Illinois**



## **Minutes Report - Final**

**Wednesday, May 9, 2018**

**8:30 AM**

**Lake County Central Permit Facility  
500 W. Winchester Road**

**Regional 911 Consolidation Implementation  
Committee**

**1. Call to Order**

*Amy McEwan, Deputy County Administrator, called the meeting to order at 8:36 a.m.*

**2. Pledge of Allegiance**

**3. Approval of Minutes**

*This was the first meeting; and therefore, there were no minutes for approval.*

**4. Addenda to the Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There were no public comments.*

**Chairman's Remarks**

*This is an organizing meeting and chairpersons have yet been selected; therefore; there were no Chairman's remarks.*

**7. Old Business**

*There was no old business to conduct.*

**8. New Business**

**8.1 18-0555**

*Introductions*

*Amy asked that members introduce themselves to the group.*

*Dave Dato, Lake County ETSB*

*Pat Zimmerman, Vernon Hills PD*

*Pat Kreis, Vernon Hills PD*

*Jimmy Lee, Fox Lake PD*

*Brad Burke, Lincolnshire PD*

*Kent McKenzie, Lake County Sheriff's*

*Mark Van Stedun, Fox Lake PD*

*Laz Perez, North Chicago PD*

*Sheri Martinez, City of Waukegan*

*Kim Covelli, Village of Lincolnshire PD*

*Pat Muetz, Village of Gurnee*

*John Kavanagh, Village of Gurnee*

*Don Hansen, Mundelein PD*

*Paul Wegrzyn, Lake County Sheriff's*

*David Kilbane, Round Lake Beach*

*Clint Herdegen, Libertyville PD/Vernon Hills JETSB*

*Lisa Berger, CenCom*

*Phil Brunell, Gurnee PD*

*Ray Rose, Lake County*

*Kelly Amidei, Village of Libertyville*

*Wayne Walles, Waukegan PD*  
*Steven Winnecke, Lake County ETSB*  
*Edith Newsome, Alderman City of Waukegan*  
*Leon Rockingham, Mayor City of North Chicago*  
*Gilbert Rivera, Round Lake Beach PD*  
*Chris Velkover, Village of Gurnee*  
*Peter Vadopalas, Village of Mundelein*  
*Rich Carani, Libertyville PD*  
*Kevin Woodside, Gurnee PD*  
*Norm Gann, Lake County Sheriff's*  
*Joe Leonas, Lincolnshire PD*  
*Anne Marrin, Fox Lake PD*  
*Greg Formica, Round Lake Fire Dist*  
*David Geary, Wauconda Fire Dist*  
*John Lobaito, Mundelein*  
*Chas Buschick, Wauconda Fire Dist*  
*Chuck Smith, Countryside*  
*Rose Marie Domeny, Fremont Township*  
*Steve Husak, Lake Zurich PD*  
*Mike O'Connor, Libertyville PD*  
*Joe Krueger, Round Lake Fire Dist*  
*Jeff Steingart, Countryside Fire Dist*  
*Michael Danforth, Lake County Board*  
*Dale Sands, Village of Deer Park*  
*Amy McEwan, County Administrator's Office*  
*Barry Burton, County Administrator's Office*  
*Dakisha Wesley, County Administrator's Office*  
*Jennie Vana, County Administrator's Office*  
*Sonia Hernandez, County Administrator's Office*

**8.2 18-0556**

Status Update

*Deputy County Administrator Amy McEwan, noted that the purpose of the meeting is to recruit members to organize member communities and recruit representatives from each community to form the Policy Committee, Operation Committee and sub Committees. A PowerPoint was presented which included a proposed governance structure for the implementation plan. Members were asked to share their ideas and recommendations with the group. Proposed sub committees will be discussed at the next meeting. Main goal is to hire a project manager to lead the Regional 911 Consolidation Implementation Committees.*

**8.3 18-0548**

Proposed governance structure for the implementation plan: Policy Committee (elected officials and managers), Operations Committee (police/fire chiefs and/or other staff), Sub-Committee (staff). Examples of sub-committees could be technology, standard operating procedures, etc.

*Deputy County Administrator Amy McEwan noted that everyone's knowledge and feedback is very important in order to have productive work groups. Attendance and participation at each meeting is very important along with sharing the information with the leadership team for your organization including the governing council/board.*

**8.4 18-0549**

Financial management model for the implementation plan.

*Expenditures will be approved by the Policy Committee and/or their designee. There may be a need for a smaller Executive Committee to review and approve expenditures in accordance with the prompt payment act.*

**8.5 18-0550**

Intergovernmental agreement and by-laws.

*The State's Attorney Office will draft an intergovernmental agreement as far as how funds will be utilized. Operations Committee will review the draft and make a recommendation to the Policy Committee.*

**8.6 18-0551**

Options and process for hiring a project manager.

*There are two options for hiring the project manager. Develop a job posting and hire a staff member. This person would be a county staff member until the public safety authority (PSA) and/or other agency is formed. Then the staff can be transferred over to the PSA. A Request for Proposal (RFP) may also be created for the hiring of a project manager to lead the groups. Volunteers to help draft the RFP are needed. Deputy County Administrator Amy McEwan asked that any volunteer interested should contact her directly.*

**8.7 18-0552**

Data collection

*Each agency will need to be able to collect data and share in a consistent manner data from their PSAP. The project manager/consultant will assist the group in developing forms to consistently collect and share the data from each agency.*

**8.8 18-0553**

Preferred days and times for future meetings.

*The group has agreed to meet on Wednesday's in the morning and to hold an evening meeting at least twice a year.*

**8.9 18-0554**

Other subjects of importance to the members.

*A proposed list of sub committees will be developed at the next meeting.*

**9. Executive Session**

*There was no Executive Session.*

**10. Staff Administrator's Report**

*There was no Staff Report.*

**Members' Remarks**

*There were no Member's remarks.*

**12. Adjournment**

*Meeting adjourned at 9:25 a.m.*

*Minutes prepared by Sonia Hernandez.*