

Lake County Illinois



Meeting Minutes - Final

Wednesday, June 13, 2018

10:30 AM

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

Regional 911 Policy Committee

1. Call to Order

*Deputy County Administrator Amy McEwan, called the meeting to order at 10:31 a.m.
Introduction of members and public present at the meeting.*

Present at meeting:

Jim Arie, Barrington

Matt Bickel, Wold Architects

Laz Perez, North Chicago PD

Anne Marrin, Fox Lake

Jimmy Lee, Fox Lake

Scot Kurek, Lake County Sheriff's Office

Tom Lex, Lake County Sheriff's Office

Lisa Berger, CenCom

Edith Newsome, Waukegan

Mark Fleischhauer, Vernon Hills

Clint Herdegen, Vernon Hills JETSB

Brad Burke, Lincolnshire

Lindsay Stroberg, FoxComm 911

Steven Winnecke, Lake County ETSB

David Kilbane, Round Lake Beach

Patrick Muetz, Village of Gurnee

Dan MacGillis, Round Lake

Greg Formica, Greater Round Lake Fire Protection

Rich Hill, Round Lake Beach

Ed Dagdick, Wauconda Fire

Linda Pedersen, Lake County Board

Amy McEwan, County Administrator's Office

Brandy Schroff, Round Lake

Steven Shields, Round Lake

Patrick Kreis, Vernon Hills

Ray Rose, Lake County

Kent McKenzie, Lake County Sheriff's

Sheri Martinez, Waukegan

Jennie Vana, County Administrator's Office

Sonia Hernandez, County Administrator's Office

2. Approval of Minutes**2.1 [18-0606](#)**

Minutes from May 9, 2018.

A motion was made by Dave Dato, Lake County ETSB, seconded by Jimmy Lee, Fox Lake, that the minutes from May 9, 2018 be approved. None opposed.

3. Public Comment

There were no public comments.

4. Chairman's Remarks

There were no Chairman remarks at this meeting, selection of Chairman to take place.

5. Old Business

There was no old business to conduct.

6. New Business**6.1 [18-0667](#)**

Nomination and selection for the Chairman and Vice Chairman for the Policy Committee.

The group nominates Chief Clint Herdegen, Vernon Hills JETSB as Chair of the Policy Committee, all members agree none opposed. Police Chief Jimmy Lee of Fox Lake nominates Fox Lake Village Administrator Anne Marrin as the Vice Chair. Round Lake Mayor, Dan MacGillis was nominated for Vice Chair by Round Lake Village Administrator Steven Shields. Anne Marrin, Fox Lake Village Administrator wins voice vote as Vice Chair of the Policy Committee.

6.2 [18-0668](#)

Operations Committee recommends approval for an Executive Committee and its purpose, roles and responsibilities.

Members discuss the option of forming additional executive committees or subcommittees. Members came to the consensus that another committee for final decision making is not needed at this time, can be discussed in the future if needed.

6.3 [18-0669](#)

Approval of future meeting date, time and location; frequency of meetings.

Deputy County Administrator, Amy McEwan reported that the Operations Committee agreed to meet the second Wednesday of each month. Members agreed that the Policy Committee meet at least once a month on the first Thursday of the month at 9:00 a.m. All agreed that next meeting will be held on August 2 and September 6. Meeting location will be at Central Permit facility or at an alternate location in Libertyville. Final meeting schedule to be emailed to members.

6.4 [18-0670](#)

Operations Committee recommends approval of the proposed job description for a project manager and draft Request for Proposal (RFP) language.

Chair Herdegen noted that the job description was reviewed and approved the Operations Committee. Members reviewed first Draft Request for Proposal. It was noted that minor edits will be made to the proposal and will review again at the next meeting. Members agreed to recommend a salary range from \$100,000 - \$140,000. Discussion ensued.

6.5 [18-0671](#)

Operations Committee is reviewing the first draft Intergovernmental Agreement.

Amy McEwan, Deputy County Administrator reported that members of the Operations Committee reviewed draft Intergovernmental Agreement. Final draft to be brought back to committee for final approval.

6.6 [18-0672](#)

Operations Committee recommends approval of sub-committees including membership, dates and times of meetings, objectives, timeline; concurrent versus sequential.

Members agreed to meet informally to discuss projects and will report back to the Policy Committee. Kent McKenzie, Lake County Sheriff's office to start Technology meetings. Fire Chief Rich Carani from Libertyville Fire will schedule Data Collections meeting. Members to reach out to Kent and Carani if they would like to be part of the meeting.

7. Executive Session

There was no executive session.

8. Staff Report

There was no staff report.

9. Members' Remarks

There were no member's remarks.

10. Adjournment

Meeting adjourned at 11:15 a.m.

Next Meeting: To Be Determined

Members agreed to hold next meeting on August 2, 2018 at 9:00 a.m.

Minutes prepared by Sonia Hernandez.