

# **Lake County Illinois**



## **Meeting Minutes - Final**

**Thursday, August 2, 2018**

**9:00 AM**

**Public Works**

**648 W. Winchester Road**

**Regional 911 Policy Committee**

**1. Call to Order**

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

*Present:*

*Ray Rose, Lake County*

*Laz Perez, North Chicago PD*

*David Hare, Lake County Undersheriff*

*Lisa Berger, CenCom*

*Dakisha Wesley, Lake County*

*Anne Marrin, Fox Lake*

*Jimmy Lee, Fox Lake*

*Steven Winnecke, Lake County ETSB*

*Shantel Franklin, Lake County*

*Edith Newsome, Waukegan*

*Dan MacGillis, Round Lake*

*Steve Husak, Lake Zurich PD*

*Eric Guenther, Mundelein PD*

*David Geary, Wauconda Fire Dist*

*Chas Buschick, Wauconda Fire Dist*

*Linda Pedersen, Lake County Board*

*Kevin Woodside, Village of Gurnee*

*Lindsay Stroberg, FoxComm 911*

*Sheri Martinez, Waukegan*

*Deb Waszak, North Chicago*

*Mike Scott, Round Lake Beach*

*Clint Herdegen, Libertyville/JETSB V Hills*

*Jeff Steingart, Countryside Fire Dist*

*Matt Bickel, Wold Architects & Engineers*

*Greg Formica, Round Lake Fire Protection Dist*

*Brad Burke, Lincolnshire*

*Kent McKenzie, Lake County Sheriff's*

*Jim Arie, Barrington*

*John Kavanagh, Village of Gurnee*

*Roger Schroepfer, Wold Architects & Engineers*

*Mark Fleischhauer, Vernon Hills*

*Dan Pierre, Grayslake Fire Protection Dist*

*Sam Cunningham, Waukegan*

*Amy McEwan, Lake County*

*Sonia Hernandez, Lake County*

**2. Approval of Minutes**

*There were no minutes ready for approval.*

**3. Public Comment**

*There were no public comments.*

**4. Chairman's Remarks**

*Chair Herdegen thanked members for being present at the meeting.*

**5. Old Business**

*There was no old business to conduct.*

**6. New Business**

**6.1 [18-0822](#)**

Update on the Project Manager recruitment: Process to screen resumes, conduct first interviews, conduct second interviews and hire a project manager.

*Chair Herdegen asked Amy McEwan, Deputy County Administrator, to give members an update on the Project Manager recruitment process. A group of members from the Operations Committee have volunteered to review the 70 resumes received and will help narrow the list. The manager's position will be posted for 30 days externally but will be kept posted on the counties websites until the position is filled. Members of the Policy Committee were also asked to sign up and be part of the resume review committee.*

**6.2 [18-0823](#)**

Update on status of the Request for Proposal (RFP) scope of services: Process to screen responses, conduct interviews, finalize selected scope, and negotiate the contract.

*Amy McEwan reported that the Request for Proposal was posted on the County website in July and explained how the process works. Members of the Policy Committee were also asked to sign up to be part of the RFP review committee, she noted that members from the Operations Committee have already volunteered to form a review committee.*

**6.3 [18-0824](#)**

Review draft Intergovernmental Agreement.

*Amy McEwan reported that a few questions were received by members and submitted to the State's Attorney for their review. Member raised concern of language under item 3.1. Amy will discuss with the State's Attorney office and will bring back a final draft of the Intergovernmental Agreement for committee approval. It was recommended to invite the State's Attorney to the next Policy Committee. It was recommended to compile an easy to understand Intergovernmental Agreement for easy reference. Discussion ensued.*

**6.4 [18-0825](#)**

Discuss process to review draft by-laws which will outline how the group will operate during the development of the implementation and migration plans.

*Draft By-Laws will be brought back to committee for review and approval at next meeting.*

**6.5 [18-0826](#)**

Regional 911 Policy Committee Meeting Schedule.

*Chair Herdegen mentioned that a Technology working group has been formed to discuss technologies that will be needed to provide guidance in any purchasing decisions.*

*Members are invited to attend, Kent McKenzie will send out meeting details to committee.*

*Members approved the proposed 2018 meeting scheduled.*

**7. Staff Report**

*NENA will host a one-day training on September 19 and 20. ETSB and Libertyville Fire will be in charge of collecting all registrations and fees. The NENA flyer will be emailed to both Policy and Operations Committee.*

**8. Members' Remarks**

*There were no members remarks.*

**9. Adjournment**

*A motion was made by member Lee, seconded by Member McGillis to adjourn meeting at 9:26 a.m.*

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**Next Meeting: September 6, 2018 at Central Permit Facility**

*Minutes prepared by Sonia Hernandez.*