

Lake County Illinois

Regional 9-1-1 Consolidation

Meeting Minutes - Final

Thursday, March 28, 2019

1:00 PM

**Public Works Conference Room
648 W. Winchester Rd.**

Regional 911 Operations Committee

1. Call to Order

Vice Chair Dato called the meeting to order at 1:00 p.m.

Members:

Barrington, Chief James Arie

CenCom E9-1-1, Ms. Lisa Berger

Countryside Fire Protection District, Dep. Chief Ed Heinz

Fox Lake, Chief Jimmy Lee

Grayslake Fire Protection District, not represented

Greater Round Lake Fire Protection District, Chief Greg Formica

Gurnee, Chief John Kavanagh

Lake County, not represented

Lake County ETSB, Mr. Dave Dato

Lake County Sheriff's Office, Mr. Kent McKenzie

Libertyville, Chief Richard Carani

Lincolnshire, Chief Joseph Leonas

Mundelein, Mr. Don Hansen

North Chicago, not represented

Northeast Lake County Consolidated JETSB, Chief John Kavanagh

Round Lake, not represented

Round Lake Beach, Chief Gilbert Rivera

Vernon Hills, Chief Pat Kreis

Vernon Hills JETSB, not represented

Wauconda Fire Protection District, not represented

Waukegan, not represented

Others Present:

Steve Husak, Lake Zurich Police

Edward Manke Jr., Vernon Hills Police

Keith Caldwell, Lake County IT/GIS

Undersheriff Lawrence Oliver, Sheriff's Office

Dominick Storelli, Motorola Solutions

Michael Pakosta, Libertyville Fire Dept

Jim Hawkins, Regional 9-1-1 Project Manager

Sonia Hernandez, Lake County

2. Approval of Minutes

2.1 [19-0519](#)

Minutes from February 28, 2019.

Attachments: [2 28 19 Regional 911 Operations Minutes Final](#)

A motion was made by Member McKenzie, seconded by Member Kreis, that the minutes be approved. None opposed, motion carried.

3. Public Comment

There were no public comments.

4. Chair's Remarks

Vice Chair Dato thanked working group leads for all their hard work.

5. Old Business

5.1 [19-0528](#)

Partner Summary: Payment, IGA

Attachments: [Partner Summary\(03-22-19\)](#)

Mr. Hawkins reported that a few agencies have not submitted their signed agreement. The IGA with all signatures will be provided to all agencies once finalized.

5.2 [19-0529](#)

Review Governance Committee Membership

Attachments: [Governance Committee Members\(03-07-19\)](#)

Mr. Hawkins reported that Chief Heinz from Countryside Fire Protection District will be the new alternate and Chief Smith will be the primary.

5.3 [19-0530](#)

Request for Information for Computer Aided Dispatch System

Mr. Hawkins reported that based on the Committee's direction, the Request for Information on the Computer Aided Dispatch System was emailed to committee members for review and then released by Lake County Purchasing on March 22.

6. New Business

6.1 [19-0531](#)

The Regional 9-1-1 Consolidation Planning Project Geographic Information System (GIS) Working Group recommends that Lake County implement and enforce a permanent solution to dual addressing throughout unincorporated Lake County.

Attachments: [Point Paper-Dual Address\(03-20-19\)](#)
[Resolution-Dual Address\(03-20-19\)](#)

The GIS Working Group recommends the Governance Committee approve the request to the County to resolve the dual address issue. Operations Committee agrees to move forward with the resolution as proposed and will present to Policy Committee for their approval.

A motion was made by Member Kreis, seconded by Member McKenzie, to approve resolution and present to the Policy Committee for their consideration final approval. Motion carried unanimously.

Mr. Hawkins recommended that the Dual Addressing Resolution be shared with other public safety associations once it is approved by the Policy Committee.

6.2 [19-0532](#)

Data Book Review and Approval

Mr. Hawkins reported that a draft Data Book had been shared with all committee members for their review.

A motion was made by Member Carani, seconded by Member Kavanagh, to forward the Data Book to the Policy Committee for review. Motion carried unanimously.

7. Staff Reports

7.1 [19-0533](#)

Financial Report

Attachments: [Budget_Expense\(03-22-19\)](#)

Mr. Hawkins reported no changes to the financial report since the last meeting.

7.2 [19-0534](#)

Working Group and Project Manager Report

Attachments: [911_WG_PM_Ops_Update\(03-28-19\)-Final](#)

*(1) Mr. Hawkins provided a working group update (details in the attached presentation).
Decisions and discussion:*

Governance Structure Working Group - Presented and engaged in discussion on a draft governance concept. The Operations Committee requested further detail be included on coordination of public safety issues. A voice vote was made by the Committee to approve a board of directors' governance concept for an independent, stand-alone, public safety agency (unanimous approval). A voice vote was made by the Committee to approve further analysis on a basic funding model: Law Enforcement by number of sworn officers, Fire/EMS by number of calls (unanimous approval).

Facilities Working Group - Mr. Hawkins clarified what was reported by local media - the County is working with the 9-1-1 Consolidation Planning Project exploring the building a of new standalone multi-agency building to house the Lake County Emergency Management Agency, Lake County ETSB offices (lease), and a consolidated 9-1-1 communications center (lease). Media reported that the 9-1-1 communications center was part of the Sheriff's new Public Safety Building.

Technology Working Group - Operations Committee agreed to pursuing a coordinated review of the request for information for a computer aided dispatch (CAD) system so review and discussion of records management (RMS) and jail management systems (JMS) is included. Project Manger will coordinate with stakeholders to bring together CAD,

RMS, and JMS review teams.

Operations Procedures Working Group - Operations Committee requested the "Understanding 9-1-1 in Lake County Flyer" be sent back to the working group to clarify a number of items.

Data Collection Working Group - Operations Committee approved forwarding the April 2, 2019 "Data Book" to the Policy Committee.

(2) Mr. Hawkins provided a Project Manager update (details in the attached presentation).

7.3 [19-0535](#)

Review Draft Concepts of Operations and Assumptions

There were no member's remarks.

8. Members' Remarks

There were no member's remarks.

9. Adjournment

A motion was made by Member Lee, seconded by Member Kreis, that the meeting be adjourned at 2:33 p.m.

Minutes prepared by Sonia Hernandez.