

Lake County Illinois

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



Minutes Report - Final

Tuesday, May 1, 2018

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:

RuthAnne Hall, Finance and Administrative Services

Mike Wheeler, Finance and Administrative Services

Dawn Wucki-Roszbach, Sheriff's Office

James Chamernik, Sheriff's Office

Jon Petrillo, Sheriff's Office

Donna Jo Maki, County Administrator's Office

Barry Burton, County Administrator

Dakisha Wesley, Assistant County Administrator

Jessica Rios, Sheriff's Merit Commission

Paul Fetherston, Assistant County Administrator

Teri White, State's Attorney's Office

Chris Kopka, Human Resources

Amy McEwan, Deputy County Administrator

Karen Fox, State's Attorney's Office

Danny Davis, Court Administration

Steve Carlson, County Board Member

Leo McCann, Sheriff's Merit Commission

Heidie Hernandez, County Board Office

Jacob Novak, Sheriff's Office

2. Pledge of Allegiance

Member Bartels led the Pledge of Allegiance.

3. Approval of Minutes**3.1 [18-0446](#)**

Minutes from January 30, 2018.

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

Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Hart, Member Paxton, Member Weber and Member Wyatt

Not Present: 1 - Member Frank

3.2 [18-0447](#)

Minutes from February 6, 2018.

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

Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Hart, Member Paxton, Member Weber and Member Wyatt

Not Present: 1 - Member Frank

3.3 [18-0448](#)

Minutes from February 27, 2018.

A motion was made by Member Wyatt, seconded by Member Bartels, that the minutes be approved as amended. Motion carried by voice vote.

Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Hart, Member Paxton, Member Weber and Member Wyatt

Not Present: 1 - Member Frank

4. Addenda to the Agenda

There were no items added to the agenda.

5. Public Comment

There were no comments provided by the public.

Chairman's Remarks

The Chair provided no remarks.

7. Old Business

Vice Chair Calabresa reported that the A Way Out program has progressed in the Senate. She requests that support be provided to pass this at the House level. She commended Chief Guenther for his effort with this program.

Member Weber reported that he and Member Pedersen are hosting an opioid awareness forum this evening at the Antioch High School and invited the members to attend.

8. New Business**PUBLIC DEFENDER****8.1 [18-0420](#)**

Report from Joy Gossman, Public Defender, for the month of March 2018.

A motion was made by Member Calabresa, seconded by Member Hart, that this item be received and placed on the consent agenda. The motion carried unanimously.

Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Hart, Member Paxton, Member Weber and Member Wyatt

Not Present: 1 - Member Frank

MERIT COMMISSION**8.2 [18-0503](#)**

Presentation - Overview and Update on the Lake County Sheriff's Merit Commission. *Jessica Rios, Sheriff's Merit Commission, presented. Ms. Rios provided a brief history and listed the responsibilities of the Sheriff's Merit Commission. Some responsibilities include testing and screening of Deputy Sheriff candidates for certification to the Sheriff, promotional testing, disciplinary hearings, and serves as a grievance review option.*

Ms. Rios also listed the methods used for outreach and advertising such as the Lake County website, theblueline.com, job fairs, churches, colleges and the Workforce Development Department.

She explained the requirements and process for becoming a Deputy Sheriff, which includes the testing process, the lateral transfer certification process and promotional testing process.

Additionally, she provided statistics on the number of participants from 2016 and 2017. Discussion occurred regarding the educational requirements and the cause of the decreasing trend in 2017.

(Member Frank entered the meeting at 9:13 a.m.)

This item was presented.

FINANCE AND ADMINISTRATIVE SERVICES**8.3 [18-0505](#)**

Joint resolution authorizing a two-year contract, plus renewal options, with West Publishing Corporation, Eagan, Minnesota, for online legal, public record, investigative, and research services in the estimated annual amount of \$250,000.

- The current contract for online Legal, Public Record, Investigative, and Research services has expired.
- Online legal research provides web-based access to 215 users in various County departments to search legal databases, seven patron access terminals in the Law Library and a core of printed subscription products for the State's Attorney's Office, Circuit Court, Public Defender and Law Library.
- Through the State of Illinois Master Agreement, Purchasing identified a cooperative purchasing contract with West Publishing Corporation to procure online legal, public record, investigative, and research services that was competitively solicited and awarded.
- The contract authorizes the Purchasing Agent to enter into, a three-year agreement, with two additional one-year renewal options, that will cost the County an estimated annual amount of \$250,000 to be paid from various Lake County accounts.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement with West Publishing Corporation.

RuthAnne Hall, Finance and Administrative Services, reported on the two year contract for the online legal, public record, investigative and research services. Member Danforth

asked if this contract includes unlimited searches and if it will cost the County more, if subscriptions are exceeded. Ms. Hall reported that this service has been used for many years and has not exceeded subscriptions.

A motion was made by Member Calabresa, 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

SHERIFF

8.4 [18-0430](#)

Joint resolution accepting the Tobacco Enforcement Program grant from the Illinois Department of Human Services (IDHS) Division of Alcoholism and Substance Abuse and authorizing an emergency appropriation in the amount of \$7,260.

- The Tobacco Enforcement Program grant, previously overseen by the Illinois Liquor Commission, is currently administered by the IDHS Division of Alcoholism and Substance Abuse.
- The Lake County Sheriff's Office (LCSO) has received this grant since 2005.
- The LCSO, once again, applied for and was awarded this grant for performance period from February 1, 2018 through June 30, 2018.
- The grant includes two phases: 1) distribution of tobacco product and enforcement educational information to retailers and 2) completion of compliance checks (at least 2 required per retailer).
- Compliance checks must be completed between March 30 and May 31.
- This is a fixed-rate grant that will reimburse the LCSO \$55 per retailer for educational visits and \$55 per retailer for completing the required compliance checks.
- When the grant was submitted there were 66 vendors, and the grant reimbursement was valued at \$7,260.
- After the grant request was submitted, two additional retailers began operating in Lake County. The two new retailers were added to the LCSO retailer list which increased the total from 66 to 68.
- Despite the retailer increase and subsequent increased activity, the State is unable to increase the reimbursement at this time.
- The first round of compliance checks generated five citations for illegal tobacco sales, which have the potential to collect \$700 in fines.

Chief Jon Petrillo of the Sheriff's Office reported on the tobacco enforcement program grant. The grant will provide educational and enforcement information. The grant requires two compliance checks per retailer to be completed between March 30 and May 31.

Discussion ensued.

A motion was made by Member Weber, 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

8.5 [18-0431](#)

Joint resolution approving a Police Services Agreement between the Lake County Sheriff's Office (LCSO) and the Village of Long Grove (Long Grove) from May 1, 2018 to April 30, 2021 in the amount of \$1,966,317.09.

- Long Grove and the LCSO have agreed on terms to continue the police services contract for a three-year period from May 1, 2018 through April 30, 2021.
- The LCSO has provided police services to Long Grove for 13 years.
- The contract includes a continuation of services for two eight and a half hour shifts per day, for a total of 17 hours per day or 6,205 hours per year.
- This contract includes an increase to reflect anticipated labor cost, such as the cost of 911 dispatch services, into the pricing structure of the contract.
- This contract requires Long Grove on a semi-annual basis to reimburse the LCSO all e-citation and prisoner review agency fees disbursed to Long Grove by the Circuit Court Clerk.
- The remaining hourly rate charges are consistent with recently approved County police services contracts.
- The annual increase is sufficient to cover costs associated with this contract.

Chief Jon Petrillo of the Sheriff's Office reported on the Police Services Agreement with the Village of Long Grove. The Sheriff's Office has provided Long Grove with police services for 13 years and this proposed agreement will continue those services for an additional three years. Modifications to the agreement include an increase to reflect anticipated labor costs, such as 911 dispatch services and requires Long Grove on a semi-annual basis to reimburse the Sheriff's Office all e-citation and prisoner review agency fees.

A motion was made by Member Weber, seconded by Member Hart, 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 [18-0440](#)

Joint resolution authorizing the Lake County Sheriff's Office (LCSO) application for the MacArthur Foundation Innovation Fund Implementation Site Grant in an amount not to exceed \$1,000,000 per year for a two-year period.

- In February 2017, the LCSO was awarded a \$50,000 Jail Diversion Case Management Grant through an Urban Institute Innovation Fund Competition hosted by the John D. and Catherine T. MacArthur Foundation.
- The LCSO has served as the lead agency on this grant, and NICASA Behavioral Health Services has provided intensive case management aimed at reducing the incarceration of 30 individuals identified as high jail utilizers.
- In February 2018, the LCSO received an invitation to submit a readiness assessment for an Implementation Site Funding Grant worth up to \$1,000,000 per year for a two-year period. Implementation Site Funding seeks to increase the number of jail facilities that have demonstrated they are capable of continuing their jail population reduction strategies.
- The LCSO submitted its readiness assessment, the first of four application phases, to the Urban Institute and after its review; the LCSO was notified of its advancement to the next step of the application process, data analysis. The LCSO is in the process of providing the information requested.

- In order to realize success in this effort, it is imperative to have participation and commitment from all justice partners to collaborate and explore additional methods to decrease the jail population.
- To that end, the LCSO has actively pursued commitment from the State's Attorney, Public Defender, Circuit Court Clerk, Probation and the Judiciary.
- Additionally, Nicasa has confirmed their commitment to provide intensive case management to an increased number of high utilizers in the jail.
- Upon County Board authorization, the LCSO will submit its grant application. Applications are due in early June of 2018, and it is anticipated that final funding decisions will be communicated in September 2018.
- This grant does not require a direct match, but will require the LCSO to commit in-kind resources to manager the program, as well as track and monitor grant funds.

Dawn Wucki-Rosbach of the Sheriff's Office reported that the Sheriff's Office received a \$50,000 grant in February of 2017 towards it's efforts to reduce recidivism. Due to their program and efforts the Sheriff's Office was invited to submit a letter of interest to apply for this grant. The Sheriff's Office is in the third stage before the application process.

Discussion occurred on how many individuals have been served in this program and the methods used.

It was reported that only 11 counties were invited to apply and only 6 will receive the grant. Member Calabresa requested a report be sent via email to the members on the individuals that have been released.

A motion was made by Member Weber, seconded by Member Wyatt, 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 [18-0442](#)

Joint resolution to approve a Memorandum of Understanding (MOU) between Lake County and the Lake County's Sheriff's Office (LCSO) concerning the operation and administration of the Lake County Sheriff's Firearms Training Facility.

- Lake County owns the property at 15900 W. Russell Road, Zion, Illinois 60099. This property is used and operated by the LCSO as the Lake County Sheriff's Firearms Training Facility.
- The proposed MOU serves to formalize the responsibilities of both parties, whereby the County is granting the LCSO the ability to operate the facility as a firearms training facility.
- The LCSO will enter into agreements with other law enforcement agencies to conduct their firearms qualification training. It will also allow the LCSO to allow former law enforcement personnel to use the facility to meet their annual firearms qualification requirement.
- The LCSO will operate the training facility in accordance with the Firearms Training Facility General Orders, have a Certified Range Officer on site to teach and advise on firearm safety and have a LCSO employee on-site, at all times, while other law enforcement agencies are using the facility.
- The LCSO will establish the hours of operation and the hourly rate for the use of the facility. The LCSO will invoice for and collect the fees associated with the use of the facility.

- The LCSO estimated the weekly range usage to be between eight and 12 hours per week with approximately 28 weeks left in the fiscal year.

Karen Fox of the State's Attorney's Office and Dawn Wucki-Rossbach and Chief Jon Petrillo of the Sheriff's Office reported on the MOU for the Lake County Sheriff's Firearms Training Facility. Ms. Fox reported that the County owns the property but the LCSO will operate the facility. In the past, intergovernmental agreements were made with the County, the LCSO, and law enforcement agencies looking to utilize the facility. To be more efficient and to increase the use of the facility the proposed MOU is being recommended. This MOU is between the County and the LCSO with the County tasking the LCSO to operate the facility and comply with certain requirements identified in the MOU. The LCSO will have a user agreement with the interested law enforcement agencies, and will require all the same items as requested in an intergovernmental agreement.

Member Danforth requested the cost of running this facility and asked if opening this facility to private organizations was being considered. Staff will provide information on the cost. Much discussion ensued on the private use of the facility. It was determined that the facility is only to be used by law enforcement agencies and by former law enforcement agents to certify for the Illinois Retired Officer Concealed Carry (IROCC) program.

A motion was made by Member Weber, seconded by Member Hart, 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

9. Executive Session

There was no executive session.

10. County Administrator's Report

Assistant County Administrator Dakisha Wesley reported on the issues with the Coroner's Office pathologist contract. The Coroner is looking into potentially hiring a full-time pathologist instead of outsourcing the work. There are also conversations with DuPage County on sharing pathologist services. An item on this will be coming forward in the near future. Discussion ensued.

Members' Remarks

Member Hart reported that she attended a conference in Charleston, South Carolina, and a topic that was discussed was pre-trial bond investigations. She informed the Committee that their methods for pre-trial bond investigations allows them to complete their investigations within 24 to 48 hours. They do their investigations via video conference so that the information is entered directly into their system, for the judges review, immediately after submission. She suggested that the County consider their methods, to decrease the amount of time it takes the County to complete a pre-trial bond investigation.

12. Adjournment

Meeting adjourned at 10:53 a.m.

A motion was made by Member Frank, seconded by Member Weber, to 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: June 5, 2018

Meeting minutes prepared by Heidie Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Law and Judicial Committee