

# **Lake County Illinois**

**Regional  
9-1-1  
Consolidation**

## **Meeting Minutes - Final**

**Thursday, January 3, 2019**

**9:00 AM**

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

**Regional 911 Policy Committee**

**1. Call to Order/Roll Call**

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

*Members:*

*Barrington, Ms. Karen Darch*

*CenCom E9-1-1, Ms. Lisa Berger*

*Countryside Fire Protection District, Chief Jeff Steingart*

*Fox Lake, Ms. Anne Marrin*

*Grayslake Fire Protection District, Ms. Ellen Dimock*

*Greater Round Lake Fire Protection District, Chief Greg Formica*

*Gurnee, Mr. Patrick Muetz*

*Lake County, Ms. Linda Pedersen*

*Lake County ETSB, Mr. Dave Dato*

*Lake County Sheriff's Office, Sgt. Thomas Lex*

*Libertyville, Deputy Chief Scott Fabbri*

*Lincolnshire, Mr. Brad Burke*

*Mundelein, Mr. Peter Vadopalas*

*North Chicago, Chief Laz Perez*

*Northeast Lake County Consolidated JETSB, Chief John Lewis*

*Round Lake, Mayor Dan MacGillis*

*Round Lake Beach, Mr. David Kilbane*

*Vernon Hills, Chief Pat Kreis*

*Vernon Hills JETSB, Deputy Chief Scott Fabbri*

*Wauconda Fire Protection District, Chief Dave Geary*

*Waukegan, Alderman Edith Newsome*

*Others Present:*

*Chief Steve Husak, Lake Zurich Police*

*Lindsay Stroberg, Fox Lake/FoxComm*

*Steven Winnecke, Lake County ETSB*

*Anthony Vega, Lake County Sheriff's Office (Chief of Staff)*

*Chief Rich Carani, Libertyville*

*Chief Jimmy Lee, Fox Lake*

*Deputy Chief Chuck Smith, Countryside Fire Protection Dist.*

*Shantel Franklin, Lake County*

*Sonia Hernandez, Lake County*

*Jim Hawkins, Regional 9-1-1 Project Manager*

**2. Approval of Minutes****2.1 [19-0015](#)**

Minutes from December 6, 2018.

**Attachments:** [12 6 18 Policy Committee Minutes Final](#)

**A motion was made by Member Dimock, seconded by Member MacGillis, that the**

minutes be approved. None opposed, motion carried.

**3. Public Comment**

*There were no public comments.*

**4. Chair's Remarks**

*There were no Chair's remarks.*

**5. Old Business**

**5.1 [19-0016](#)**

Partner Summary: Payment, IGA, Data Collection

**Attachments:** [911 Partner Summary\(12-27-18\).pdf](#)

*Mr. Hawkins reported that IGA's are still coming in and reminded members to submit their PSAP Data Survey as soon as possible.*

**5.2 [19-0017](#)**

Validate/Update Governance Committee Membership

**Attachments:** [911-Governance\\_Committee\\_Members\(12-26-18\).pdf](#)

*Mr. Hawkins asked Committee to review membership list and submit any changes to the Project Manager. He noted that the membership list was updated.*

**5.3 [19-0018](#)**

2019 Policy Committee Meeting Schedule

**Attachments:** [911 Policy 2019 Schedule\(12-13-18\).pdf](#)

*There were no member comments.*

**5.4 [19-0019](#)**

Approve Lake County Board Resolution and Lake County Agreement establishing a contract (on behalf of the 9-1-1 Consolidation Planning Governance Committees) with Mission Critical Partners, Port Matilda, Pennsylvania, to provide consultant support to the 9-1-1 Consolidation Implementation Planning Project in the amount of \$115,808 (with an additional owner-controlled contingency of \$30,000) to be paid from the 9-1-1 Consolidation Project Fund.

**Attachments:** [18133 Agreement MCP Signed\(12-28-18\)](#)

[A-911 RFP](#)

[B-Mission Critical Partners Proposal\(12-10-18\)](#)

[911 Consultant Board Resolution\(12-10-18\)](#)

[911 Proposal Review Background\(12-28-18\)](#)

*Mr. Hawkins gave quick contract overview and reported to committee that the agreement and resolution have already been reviewed and approved by the Operations Committee at their December 12 meeting.*

*A motion was made by Member Dato, second by Member Perez to the approve the consulting services agreement and resolution item #19-0019 as presented on the agenda. Roll call vote taken; 21 ayes, 0 nays, motion carried.*

*Member Pedersen recommended that 9-1-1 Governance Committee members be present at the Law & Judicial meeting and Finance and Administrative meeting on January 8 and January 10. Mr. Hawkins will send meeting dates and times once they are confirmed.*

**6. New Business**

*There was no new business.*

**7. Staff Report**

**7.1 [19-0020](#)**

Financial Report

**Attachments:** [911-Budget\\_Expense\\_Memo\(12-10-18\).pdf](#)

*Mr. Hawkins presented the financial report.*

**7.2 [19-0021](#)**

Project Manager Report

**Attachments:** [911 PM Policy Update\(01-03-19\).pdf](#)

*Mr. Hawkins presented update to committee and reported that all working groups continue to meet. Members were reminded of the January 18 Governance Committee tour of DU-COMM and ACDC in DuPage County. Mr. Hawkins reviewed his plan for months 5-8 (Feb 19-May 19). Members had no questions with the current project plan.*

**8. Members' Remarks**

*Member Pedersen recommended to move the Policy meeting to 2:00 p.m. due to conflicts with other Lake County standing committees.*

*A motion was made my member MacGillis, seconded by member Velkover, to change the meeting time to 2:00 p.m. First Thursday of the month. None opposed, motion carried.*

**9. Adjournment**

*A motion was made by Member Dato, seconded by Member Dimock, that the meeting be adjourned at 9:33 a.m.*

*Minutes prepared by Sonia Hernandez.*