

Lake County Illinois

Regional 9-1-1 Consolidation

Meeting Minutes - Final

Thursday, February 7, 2019

2:00 PM

**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 2:00 p.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, Ellen Dimock

Greater Round Lake Fire Protection District, Chief Greg Formica

Gurnee, Mr. Patrick Muetz

Lake County, Ms. Amy McEwan

Lake County ETSB, Mr. Dave Dato

Lake County Sheriff's Office, Sgt Thomas Lex

Libertyville, Chief Herdegen

Lincolnshire, Mr. Brad Burke

Mundelein, Mr. Don Hansen

North Chicago, Chief Laz Perez

Northeast Lake County Consolidated JETSB, Fire Chief John Lewis

Round Lake, Mr. Steven Shields

Round Lake Beach, Mr. Wayne Wilde

Vernon Hills, Chief Pat Kreis

Vernon Hills JETSB, Chief Clint Herdegen

Wauconda Fire Protection District, Fire Chief Dave Geary

Waukegan, Alderman Edith Newsome

Others Present:

Steve Husak, Lake Zurich Police

Chas Buschick, Wauconda Fire

Jim Arie, Barrington

Juan Garcia, Waukegan

Kent McKenzie, Lake County Sheriff's Office

Steven Winnecke, Lake County ETSB

Dominick Storelli, Motorola Solutions

Jim Davis, Mission Critical Partners

Brian Melcer, Mission Critical Partners

Steve Haberman, Mission Critical Partners

Cody Cooper, Mission Critical Partners

Roger Schroepfer, WOLD Architects & Engineers

Shantel Franklin, Lake County

Sonia Hernandez, Lake County

Jim Hawkins, Regional 9-1-1 Project Manager

2. Approval of Minutes

2.1 [19-0138](#)

Minutes from January 3, 2019.

Attachments: [1 3 19 Policy Committee Minutes Final](#)

A motion was made by Member Perez, 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

There were no Chair's remarks.

5. Old Business**5.1 [19-0237](#)**

Partner Summary: Payment, IGA, Data

Attachments: [911 Project Summary\(02-01-19\)](#)

Mr. Hawkins reported that a few agencies have not submitted their signed IGA. Once all signed IGA's are received, the final IGA with signatures will be shared with everyone.

5.2 [19-0238](#)

Validate Governance Committee Membership

Attachments: [911 Governance Committee Membership\(02-01-19\)](#)

Mr. Hawkins asked Committee to submit any changes to the Project Manager.

5.3 [19-0241](#)

2019 Policy Committee Meeting Schedule

Attachments: [911 Policy 2019 Schedule\(01-03-19\)](#)

Members had no questions or concerns regarding the 2019 meeting schedule.

5.4 [19-0234](#)

Supporting Consulting Services

Attachments: [18133 Fully Executed Agreement-Final](#)

Chair Marrin reported that the agreement has been fully executed.

5.4.1 [19-0235](#)

Mission Critical Partners Introduction and Project Kick Off

Attachments: [MCP Policy Committee Kickoff-Overview\(02-07-19\)](#)

Mr. Hawkins introduced Brian Melcer from Mission Critical Partners. Mr. Melcer, MCP Program Manager, introduced Steve Hagerman, Jim Davis, and Cody Cooper as additional staff that will be assisting with the project. Mr. Melcer gave an overview of

similar projects and successes his staff has supported. He presented an overview of MCP's project plan and key points to a successful transition. Each deliverable will be reviewed by the local Project Manager with opportunities for Committee input, review and approval. The goal is to have a final plan approved by November 2019. Committee members had no additional questions.

6. New Business

There was no new business.

7. Staff Reports

7.1 [19-0242](#)

Financial Report

Attachments: [911_Budget_Expense\(01-22-19\)](#)

Mr. Hawkins presented the financial report.

7.2 [19-0244](#)

Project Manager Report

Attachments: [911_PM_Policy_Update\(02-07-19\)](#)

Mr. Hawkins presented his project update to committee. He reported that the consultants, Mission Critical Partners, are on board. Mr. Hawkins also gave working groups update. All working groups have been meeting and gathering information. If interested in being part of a working group, contact the Project Manager. A new Geographic Information Systems (GIS) working group has been created and will focus on NG9-1-1 readiness & standardized PSAP, ESN, dispatch, CAD, MSAG, and jurisdictional maps across Lake County. Mr. Steven Winnecke will lead the GIS working group.

Mr. Hawkins reviewed his plan for months 5-8 including goals for the future. Mr. Hawkins welcomes recommendations from all working groups. Partners should contact Mr. Hawkins to schedule one-on-one meetings to discuss consolidation concepts.

8. Members' Remarks

There were no member's remarks.

9. Adjournment

A motion was made by Member Dato, seconded by Member Dimock, that the meeting be adjourned at 2:42 p.m.

Minutes prepared by Sonia Hernandez.