

Lake County Illinois

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



Meeting Minutes - Final

Thursday, June 27, 2019

8:30 AM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Vice-Chair Vealitzek called the meeting to order at 8:30 a.m.

Present 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

Others present:

Dick Barr, County Board

Lou Belletini, Cottage Tap

Wendy Belletini, Cottage Tap

Chris Blanding, Information Technology

Bryan Bosack, Squaw Bar

Brett Brogan, Awesome Hand Gaming

Dan Brown, State's Attorney's Office

Lisa Brugger, Lake County Resident

Keith Caldwell, Geographic Information Systems

Deb Cappitelli, Lake County Resident

Alex Carr, Commuications

Zach Creer, Finance and Administrative Services

Danny Davis, Court Administration

Kurt Eltvot, Time to Bite

Karen Fox, State's Attorney's Office

Megan Funneman, Human Resources

Joy Gossman, Public Defender's Office

Ann Grelecki, Catholic Charities

RuthAnne Hall, Purchasing

Jim Hawkins, 9-1-1 Consolidation

Diane Hewitt, County Board

Stephanie Johnson, Catholic Charities

SheCora Keys, Human Resources

Chris Kopka, Human Resources

Jon Kozlowski, Video Gaming United Association

Donna Jo Maki, County Administrator's Office

Rodney Marion, Human Resources

Kent McKenzie, Sheriff's Office

Amy McEwan, County Administrator's Office

Matt Meyers, County Administrator's Office

Rita Pavlin, Steve's Sports Bar

Steve Pavlin, Steve's Sports Bar

Joseph Reed, Tap Room Gaming

Shane Schneider, Division of Transportation

Lisle Stalter, State's Attorney's Officer

Mary Stevens, Court Administration

Donna Stewart, Bootleggers

Ed Sullivan, Tap Room Gaming
Elizabeth Thielien, Nicasa
Micah Thornton, Circuit Court Clerk's Office
Patrice Sutton, Finance and Administrative Services
Micah Thorton, Circuit Court Clerk's Office
Jermiah Varco, Facilities and Construction
Blanca Vela-Schneider, County Board Office
Dolly Vole, Lake County Resident
Dakisha Wesley, County Administrator's Office
Michael Wheeler, Finance and Administrative Services
Steven Winnecke, Emergency Telephone System Board
Rodney Worden, Public Works

2. Pledge of Allegiance

Member Pedersen led the Pledge of Allegiance.

Noting a physical quorum, Chair Frank will be participating in the meeting electronically.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

4. Public Comment

There were no comments from the public regarding non-agenda related items.

5. Chair's Remarks

Vice-Chair Vealitzek had no remarks.

6. Old Business

6.1 [19-1035](#)

Ordinance prohibiting new video gaming licenses in unincorporated Lake County.

Attachments: [Video Gaming Proposed Amendments 6.27.19](#)

State's Attorney's Office representative Karen Fox reviewed two proposed options regarding video gaming.

(Member Frank joined the meeting electronically at 9:11 a.m.)

A motion was made by Member Carlson, seconded by Member Wilke, to adopt option two, which allows businesses in full compliance with liquor and video gaming requirement to retain its exempted status upon sale of the business. Discussion ensued.

Vice-Chair Vealitzek opened the floor to public comment. Rita Pavlin, Ed Sullivan, John Kozlowsky, Joseph Reed, Donna Stewart, and Kurt Eltvedt, Lou and Wendy Belletini, and Dolly Vole expressed concern and/or opposition regarding the proposed amendments.

Stephanie Johnson, Catholic Charities, indicated that Catholic Charities is neutral to video gaming but expressed concern regarding the effect of video gaming addiction. Vice-Chair Vealitzek closed the floor to public comments.

Substantial discussion ensued.

A motion was made by Member Carlson, seconded by Tembe Frank, to amend the motion to include "No such exemption will apply if a business has ceased operation as a valid liquor license holder in Lake County or has its liquor license revoked." On a voice vote, the motion the motion carried.

Aye: 6 - Chair Frank, Vice-Chair Vealitzek, Member Carlson, Member Pedersen, Member Wasik, Memer Wilke

Present: 1 - Member Didech

A motion was made by Member Carlson, seconded by Member Wilke, that this item be recommended for adoption, as amended, to the County Board agenda. The motion carried unanimously.

Aye: 6 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Pedersen, Member Wasik and Member Wilke

Present: 1 - Member Didech

7. New Business

CONSENT AGENDA (Items 7.1 - 7.12)

Approval of Minutes

7.1 [19-1092](#)

Minutes from May 2, 2019.

Attachments: [F&A 5.2.19 Minutes - Final](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.2 [19-1093](#)

Executive Session minutes from May 2, 2019.

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

LAW & JUDICIAL

7.3 [19-1051](#)

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$282,269 to implement Adult Redeploy Illinois programming for the Nineteenth Judicial Circuit Court.

Attachments: [Adult Redeploy SFY2020 Award Letter.pdf](#)
[Chart of Accounts SFY20.pdf](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.4 [19-1095](#)

Joint resolution authorizing the renewal of the State's Attorney's Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General for state fiscal year (SFY) 2020, including grant funding of \$35,000.

Attachments: [SFY20 VCVA Award Letter](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.5 [19-1096](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Victim of Crime Act (VOCA) victim advocate grant program, awarded by the Children's Advocacy Centers of Illinois (CACI) for state fiscal year (SFY) 2020, including grant funding of \$233,006.

Attachments: [SFY20 CACI VOCA Grant Award Letter](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.6 [19-1097](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's victim advocate grant program, awarded by the Department of Children & Family Services (DCFS), including \$80,380 in grant funding, which includes an increase of \$31,992 from state fiscal year (SFY) 2019.

Attachments: [SFY20 DCFS CAC Award amount](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.7 [19-1100](#)

Joint resolution authorizing an amendment for an extension of the Lake County Children's Advocacy Center's Victim of Crime Act (VOCA) victim advocate grant program, awarded by the Children's Advocacy Centers of Illinois (CACI).

Attachments: [CACI VOCA Extension](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.8 [19-1076](#)

Joint resolution authorizing a contract with Landscape Concepts Management, Inc., Grayslake, Illinois, for lawn care and landscape services at 97 Lake County sites for Public Works, Division of Transportation, and Facility Operations, in the estimated amount of \$337,169, per year, with renewal options.

Attachments: [Vendor Disclosure Form](#)
[19109 Award Information](#)
[19109 Bid Tab](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.9 [19-1062](#)

Joint resolution authorizing the disposal of excess property located at the intersection of 8th Street and Sheridan Road in the Village of Winthrop Harbor (Village) via a quitclaim deed, and the execution of an agreement with the Village.

Attachments: [19-1062 8th Street at Sheridan Road Excess Property Agreement Draft](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

FINANCIAL & ADMINISTRATIVE

7.10 [19-1043](#)

Report from Robin M. O'Connor, County Clerk, for the month of May 2019.

Attachments: [LCC Report for May, 2019.pdf](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.11 [19-1058](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of May 2019.

Attachments: [May 2019](#)

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.12 [19-0992](#)

Joint resolution authorizing the purchase of the Freedom Technologies R8100 Communications system analyzer from Freedom Communications Technologies, Johnsburg, Illinois, in an estimated total amount of \$46,370.

A motion was made by Member Wilke, seconded by Member Wasik, that items 7.1 and 7.2 be approved and that items 7.3 through 7.12 be recommended for adoption/received and placed on the County Board agenda. Motion carried by

voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.13 [19-1063](#)

Joint resolution authorizing a contract with Peter Baker & Son Co., Lake Bluff, Illinois, in the amount of \$2,770,861.99 for the resurfacing of Fairfield Road (Nippersink Road to Illinois Route 134); Fairfield Road (Monaville Road to Illinois Route 132); Wilson Road (Illinois Route 60 to Nippersink Road), which will be improved under the Illinois Highway Code for a total of 4.0 miles, and appropriating \$3,325,000 of Motor Fuel Tax funds.

Attachments: [19-1063 Bid Tab, Fairfield and Wilson Road Resurfacing](#)
[19-1063 Fairfield Road Vendor Disclosure - Peter Baker](#)

A motion was made by Member Wasik, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.14 [19-1064](#)

Joint resolution authorizing a supplemental appropriation of \$120,000 of ¼% Sales Tax for Transportation funds and \$100,000 of Matching Tax funds for fiscal year (FY) 2019 miscellaneous services needed to address items such as soil, environmental, drainage, bridge, wetland, utilities, easement and right-of-way purchases.

Division of Transportation Director Shane Schneider reported that this supplemental appropriation will be used for miscellaneous services related to soil, environmental, drainage, bridge, wetland, utilities, and easement and right-of-way purchases. He reported that staff is beginning to analyze the impact the rainfall is having on current and future projects. Discussion ensued.

A motion was made by Member Didech, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

FINANCIAL & ADMINISTRATIVE

7.15 [19-1111](#)

Ordinance establishing a standard street address system for unincorporated areas of Lake County.

Keith Caldwell, Information Technology, and Kent McKenzie, Sheriff's Office, reported that

state statute requires that the County resolve its dual address issue in unincorporated Lake County. They reviewed the amendments to the ordinance. Discussion ensued.

A motion was made by Member Wasik, seconded by Member Carlson, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.16 [19-1060](#)

Resolution authorizing a contract with McDonagh Demolition, Chicago, Illinois, Paul Borg Construction Company, Chicago, Illinois and Homestead Electric Company, Ingleside, Illinois for Job Order Contracting (JOC) General Contractor Services in the estimated annual amount of \$2,000,000 per contractor.

Attachments: [Bid Tabulations All Contractors.pdf](#)
[Purchasing Award Information for all 3 Vendors.doc](#)
[Homestead Electrical Contracting, LLC Intent to Award Letter.pdf](#)
[McDonagh Demolition Intent to Award Letter.pdf](#)
[Paul Borg Construction Intent to Award Letter.pdf](#)

Rodney Worden, Interim Facilities Director, reviewed the JOC contract and the implementation process of the JOC program.

A motion was made by Member Pedersen, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.17 [19-1079](#)

Committee action approving Contract Modification Number One in the amount of \$45,000 with Johnson Controls, Arlington Heights, Illinois, for routine inspections and preventative maintenance of Chillers, Air Cooled Condensing Units, and Building Automation Systems (BAS) for various Lake County (County) facilities.

Attachments: [18041 Award Information-Johnson Controls \(v2\)](#)

A motion was made by Member Carlson, seconded by Member Wasik, that this item be approved. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.18 [19-1071](#)

Committee action approving Contract Modification Number Three with Ultimate Software (UltiPro), Weston, Florida, for payroll system customization for the Division of Transportation (DOT), increased travel costs for additional on-site implementation services and for go-live,

and timeclock annual cost increase.

Attachments: [17195 Purchasing Award Information change order number 3.doc](#)
[Lake County Vendor Disclosure Statement - Ultimate](#)

Human Resources Director Rodney Marion, RuthAnne Hall, Purchasing, and Meghan Funnemann, Human Resource, presented a request for a change order for customization in the new payroll system for the Division of Transportation. This change order will result in an increase of the contract by \$45,614.

A motion was made by Member Wasik, seconded by Member Didech, that this item be approved. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.19 [19-1072](#)

Committee action approving Change Order Number Two with The Information House, Inc. a division of HUB International Midwest Limited (iHouse), Chicago, Illinois for project management for implementation and post go-live support of the Payroll and Human Resources Information System (HRIS).

Attachments: [18059 Purchasing Award Information change order number 2.doc](#)
[HUB_Lake County DISCLOSURE STATEMENT v012319.pdf](#)

Human Resources Director Rodney Marion reported on the need for a project manager to assist with the implementation of the HRIS which has been delayed due to customizations. iHouse is familiar with the software and has been assisting the County with programming. Discussion ensued.

A motion was made by Member Didech, seconded by Member Pedersen, that this item be approved. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.20 [19-1073](#)

Resolution authorizing a contract for one year with two one-year renewals with Lake Forest Graduate School of Management, Lake Forest, Illinois, for organizational development consulting services for Lake County in an annual amount of \$150,000.

Attachments: [19056 Award Recommendation.pdf](#)
[19056 Scoring Matrix- Board .pdf](#)
[Vendor Disclosure Statement.pdf](#)

Human Resources Director Rodney Marion reported that the Lake Forest Graduate School of Management will provide consulting services to develop training to address challenges identified by employees. This organization will also help the County complete initiatives that were implemented by the County to improve employee retention.

A motion was made by Member Didech, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.21 [19-1078](#)

Ordinance providing for the issue of not to exceed \$54,000,000 General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source) to refund certain outstanding obligations of the County, authorizing and directing the execution of an Escrow Agreement, providing for the levy of property taxes and collection, segregation and distribution of certain sales taxes to pay said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Attachments: [Bond Refunding Ordinance](#)

Finance and Administrative Services Director Patrice Sutton reported that the issuance of General Obligation Refunding Bonds could result in the savings of \$2,700,000. The bond sale will occur on August 12, 2019 with an estimated closing date of September 5, 2019.

A motion was made by Member Wasik, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.22 [19-1082](#)

Monthly financial reports.

Attachments: [2019 Economic Indicator Report June 06.14.2019 YTD](#)

[Monthly Report - Apr 19](#)

Finance and Administrative Services Director Patrice Sutton presented the economic indicator report.

The financials were presented.

7.23 [19-1083](#)

Presentation and discussion regarding Recruitment and Retention Strategy.

Human Resources Director Rodney Marion and SheCora Keys, Human Resources, provided a presentation regarding the County's efforts on retention and recruitment. Discussion ensued regarding a potential program that allows employees to manage their loan solutions. The consensus of the Committee was to have staff issue a Request for Proposal for a Student Loan Repayment Program.

A presentation was provided.

7.24 [19-1084](#)

Presentation and discussion regarding a health insurance update and 2020 planning.

Human Resources Director Rodney Marion presented proposed changes to the health insurance plan. Discussion ensued. The Committee requested that staff provide additional options for the Committee's consideration

A presentation was provided.

7.25 [19-1089](#)

Resolution authorizing the execution of a Collective Bargaining Agreement (CBA) between Illinois Council of Police and Lake County Health Department.

Attachments: [HD County Animal 18-21](#)

Human Resources Director Rodney Marion reviewed the terms of the CBA.

A motion was made by Member Carlson, seconded by Member Didech, that this item be recommended for adoption to the County Board agenda. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.26 [19-1077](#)

Committee action authorizing reclassification of a vacant position in the County Administrator's Office.

Human Resources Director Rodney Marion presented a request from the County Administrator's Office to reclassify a vacant Chief Communications Officer position to a Communications Director position. The cost to reclassify the position is \$16,937. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Didech, that the vacant Chief Communications Officer position be reclassified to a Communications Director position. The motion carried unanimously.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.27 [19-1091](#)

Resolution authorizing the Public Works Department to add a new position, Senior Engineer, to its budget with a pay range between \$65,890 and \$103,266 as a result of performing work currently performed by a contractor for the Lake Region Sanitary District (LRSD).

Human Resources Director Rodney Marion reported that Lakes Region Sanitary District (LRSD) consolidated its services sanitary sewer services with Lake County. LRSD had a contracted position for a Senior Engineer but it has been determined that it would be more cost efficient and effective for Lake County to hire a full-time employee.

A motion was made by Member Wilke, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

7.28 [19-0990](#)

Finance and Administrative Services and Information Technology (IT) Departments Year in Review 2018 and Highlights for 2019.

Attachments: [FAS & IT Presentation 6.6.19](#)

Finance and Administrative Services Director Patrice Sutton and Information Technology (IT) Director Chris Blanding provided a presentation regarding the roles of the Finance and Administrative Service and IT Departments. They reviewed 2018's accomplishments and discussed challenges facing the departments.

A presentation was provided.

Other Business.

Member Wasik suggested postponing the Lake County Strategic Plan until the next Financial and Administrative Committee meeting. County Board Chair Hart indicated that the item is on the agenda and recommended that it be discussed.

8. Executive Session

Executive Session was entered into at 11:17 a.m.

A motion was made by Member Wilke, seconded by Member Didech, to go into Executive Session. The motion carried by the following vote:

Aye: 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

8.1 [19-1128](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

Pending litigation was discussed in Executive Session.

Executive Session was adjourned at 11:40 a.m.

A motion was made by Member Wilke, seconded by Member Carlson, that this be to come out of executive session. The motion carried by the following vote:

Aye: 6 - Vice Chair Vealitzek, Member Carlson, Member Didech, Member Pedersen, Member Wasik and Member Wilke

Not Present: 1 - Chair Frank

9. County Administrator's Report

9.1 [19-1119](#)

Discussion of the Draft Lake County Strategic Plan.

Attachments: [Draft - Lake County Strategic Plan 06.2019](#)

Interim County Administrator Amy McEwan presented the draft Strategic Plan. The

Committee offered revisions to the proposed plan.

The Strategic Plan was discussed.

10. Members Remarks

There were no remarks from members.

11. Adjournment

This meeting was adjourn at 12:02 p.m.

Next Meeting: August 1, 2019.

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chair

Vice Chair

Financial and Administrative Committee