

# **Lake County Illinois**

## **Regional 9-1-1 Consolidation**

### **Meeting Minutes - Final**

**Thursday, August 18, 2022**

**3:00 PM**

**Joint Meeting with Regional 911 Policy Committee**

**MEETING LOCATION: Central Permit Facility (2nd FL)  
500 W. Winchester Road Libertyville, IL**

**Regional 911 Operations Committee**

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the Committee. Individuals attending may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@lakecountyil.gov](mailto:PublicComment@lakecountyil.gov) or delivered to the County Administrator's Office at 18 N. County Street, Waukegan, Illinois (9th Floor)). Public comments will be presented at the beginning of the meeting under "Public Comment." A total of 30 minutes will be permitted for the Public Comment and no more than three minutes per Comment.

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance then (2) written comments in the order they are received.

Individuals providing Public Comment will be recorded and will provide the following Information:

- \* Meeting: 9-1-1 Operations Committee (Subject line for written Public Comment)
- \* Name (Required)
- \* Topic or Agenda Item # (Required)
- \* Organization represented. (Required - If representing yourself, put "Self")
- \* Street Address (Optional)
- \* City, State (Optional)
- \* Phone (Optional)

**1. Call to Order the Policy and Operations Committees**

*Regional 911 Operations Committee Chair Kreis, with Regional 911 Policy Committee member Dato, called the joint committee meeting to order at 3:07 p.m. Chair Kreis explained that a chair Pro Tem would need to be elected for the Policy Committee.*

**2. Roll Call of Policy Committee and Operations Committee Members**

*Jim Hawkins, 911 Project Coordinator, along with Operations Committee Chair Kreis, did a roll call of members for the Regional 911 Operations and Policy Committees.*

*Operations Members present:*

*CenCom E9-1-1 - Taryn Sofie, Deputy Director*

*Countryside Fire Protection District - Ed Heinz, Deputy Fire Chief*

*Fox Lake – Not present*

*Grayslake Fire Protection District - Dan Pierre, Fire Chief*

*Greater Round Lake Fire Protection District - Not present*

*Gurnee - John Kavanagh, Fire Chief*

*Lake County - Jim Hawkins, Deputy County Administrator / 911 Project Coordinator*

*Lake County ETSB - Steve Winnecke, Director*

*Lake County Sheriff's Office - Kent McKenzie, Dir. of Communications*

*Libertyville – Ed Roncone, Deputy Chief*

*Lincolnshire - Not present*

*Mundelein – John Monahan, Chief of Police*

*NELCC JETSB - Not present*

*North Chicago - Not present*

*Round Lake – Rob Bell for Chief of Police, David Prus*

*Round Lake Beach - Not present*

*Vernon Hills - Pat Kreis Chief of Police and Committee Chair*

*VHL JETSB – Ed Roncone, Libertyville Chief of Police*

*Wauconda Fire Protection District - Not present*

*Waukegan – Gabe Guzman, PD Director of Comm.*

*Policy Members present:*

*CenCom E9-1-1 – Greg Formica, Chairman*

*Countryside Fire Protection District - Chuck Smith, Fire Chief*

*Fox Lake – Not present*

*Grayslake Fire Protection District – Not present*

*Greater Round Lake Fire Protection District - Not present*

*Gurnee – Patrick Muetz, Village Administrator*

*Lake County - Linda Pederson, Lake County Board Member*

*Lake County ETSB - Dave Dato, Board Member*

*Lake County Sheriff's Office – Scot Kurek, Lieutenant*

*Libertyville – Michael Pakosta, Interim Fire Chief*

*Lincolnshire – Ben Roesler, Deputy Village Manager*

Mundelein – Peter Vadopalas, Asst. Village Admin.  
North Chicago – Not present  
NELCC JETSB – Justin Stried, Zion Fire Chief  
Round Lake – Not present  
Round Lake Beach – Not present  
Vernon Hills – Kevin Timony, Village Manager  
VHL JETSB – Pat Kreis, Vernon Hills Chief of Police  
Wauconda Fire Protection District – Chas Buschick, Dep. Chief  
Waukegan – Scott Chastain, Commander

*Others present:*

Bernard Malkov, Sheriff's Office  
Steve Husak, Lake Zurich PD  
Joris Lillge, Deputy Fire Chief  
Janna Philipp - County Administrator's Office  
Susannah Heitger - Crowe LLP  
Jill Willis - Crowe LLP

**2.1** [22-1135](#)

Election of Policy Committee Chair Pro Tem.

*A motion was made by Policy Committee member Kurek, seconded by Policy Committee member Formica to elect Policy Committee member Dave Dato as the Chair Pro Tem. The motion was unanimously approved by voice vote.*

**3. Approval of Minutes**

**3.1** [22-1134](#)

Policy Committee approval of Minutes from August 5, 2021.

**Attachments:** [Reg 911 POLICY 8.5.21 Final Minutes](#)

*A motion was made by Policy Committee member Smith, seconded by Policy Committee member Buschick that the minutes be approved. The motion carried unanimously by voice vote.*

**3.2** [22-0998](#)

Operations Committee approval of Minutes from June 16, 2022.

**Attachments:** [Reg 911 OPS 6.16.22 Final Minutes](#)

*A motion was made by Operations Committee member McKenzie, seconded by Operations Committee member Rancone that the minutes be approved. The motion carried unanimously by voice vote.*

**4. Public Comment**

*There were no public comments.*

**5. Unfinished Business**

*There was no unfinished business.*

**6. New Business**

**6.1 [22-0999](#)**

Update Operations and Policy Committee Membership.

**Attachments:** [6.1 Policy and Ops Membership \(8.15.22\)](#)

*Jim Hawkins, 911 Project Coordinator asked agencies to keep the list updated so the right people can be included on future 911 Consolidation meetings.*

**6.2 [22-1000](#)**

Consortium Project Coordinator's Closeout Report.

**Attachments:** [6.2 Project Coordinator Closeout](#)  
[911 Consortium Implementation Plan 6DEC2019 FINAL](#)  
[911 Finance Summary\(Final\)](#)  
[911 Regional Consolidation IGA\(2018\)](#)  
[911 IGA First Extension\(2020\)](#)  
[911 IGA Second Extension\(2021\)](#)

*Jim Hawkins, 911 Project Coordinator provided a brief overview and history of the 911 Consolidation Planning Project from September 2018 through August 2022. Mr. Hawkins included a final report on the Concept of Operations, the project funding, the Consortium IGAs, the four Lines of Effort (LOE) and the "Way Ahead" on each of LOE.*

*Discussion ensued. Policy Committee Chair Pro Tem Dato applauded the efforts of 911 Project Coordinator Hawkins in getting them where they are today.*

**6.3 [22-1003](#)**

Way Ahead: PSAP Consolidation Committee.

**Attachments:** [6.3 Way Ahead - PSAP Consolidation Committee](#)  
[PSAP Consolidation IGA\(Effective 09.01.22\)](#)

*Jim Hawkins, 911 Project Coordinator provided information about the two IGA model that is being used to create the New Consolidated PSAP. Mr. Hawkins explained the first IGA brings together the PSAPs with a focus on maintaining operations and personnel, while in parallel working with all community agencies who may want to be partners in the future on the second IGA for a New Consolidated PSAP.*

*Mr. Hawkins highlighted that Lake County is the executive agent on the new IGA, but is not a voting member, and that there will be a dedicated planner/project manager hired to bring together everything needed to disestablish the current PSAPs and create one New Consolidated PSAP. He also explained that there will be some initial working groups once subcommittees are established after September 1, 2022 and additional committees will*

*follow once the project planner is hired.*

*Discussion ensued.*

**6.4 [22-1002](#)**

Way Ahead: Regional Operations and Communications (R.O.C) Facility.

**Attachments:** [6.4 Way Ahead - ROC Facility](#)

*Jim Hawkins, 911 Project Coordinator, provided a quick update on the Regional Operations and Communications (ROC) facility, including schematic design, funding and the "Way Ahead" / Transition. He reported that the County Board approved the \$31 million bond funding on August 9, 2022.*

*Mr. Hawkins provided an estimated timeline of January 2023 for a finished facility design plan, Summer 2023 for breaking ground, and Summer 2025 for the ribbon cutting.*

*Operations Committee Chair Kreis thanked the Lake County Board for their support and leadership on this project. Chair Kreis also recognized and thanked Board Member Pedersen, who has participated from the beginning and advocated for this consolidation solution for years.*

*Board Member Pedersen concurred with Chair Kries' comment thanking all 21 Board Members for their support on this project.*

*Policy Chair Pro Tem Dato recognized LCETSB for its support and setting funding aside to assist with technology costs in this project.*

**6.5 [22-1004](#)**

Way Ahead: Emergency Telephone System Board (ETSB) Consolidation.

**Attachments:** [6.5 Way Ahead - \(J\)ETSB Consolidation](#)

*Jim Hawkins, 911 Project Coordinator, explained that while the PSAPs are working to consolidate, the (J) ETSBs will also need to begin the process of consolidation, and meetings for that should be coming in the near future.*

**6.6 [22-1001](#)**

Way Ahead: CAD, Mobile, RMS, JMS, E-Citation, and E-Crash Software Implementation.

**Attachments:** [6.6 Way Ahead - CAD Mobile RMS JMS and Other Technology](#)

*Jim Hawkins, 911 Project Coordinator, gave a brief overview of the technology LOE and introduced Jill Willis and Susannah Heitgar, Crowe LLP Consultants who went over the technology accomplishments thus far and upcoming tasks.*

**6.7 [22-1136](#)**

Policy Committee action to designate its Chair to approve the committee's final minutes.

*A motion was made by Policy Committee member Roesler, seconded by Policy Committee member Vadopalas to designate the Policy Committee Chair Pro Tem Dato to approve the minutes from this meeting, being that is the final meeting. The motion carried unanimously by voice vote.*

**6.8 [22-1137](#)**

Operations Committee action to designate its Chair to approve the committee's final minutes.

*A motion was made by Operations Committee member McKenzie, seconded by Operations Committee member Winnecke to designate the Operations Committee Chair Kreis to approve the minutes from this meeting, being that is the final meeting. The motion carried unanimously by voice vote.*

**7. Members' Remarks**

*Member Pierre mentioned that Grayslake Fire is transitioning their dispatch to Glenview, which is where their police department dispatch is. Policy Committee Chair Pro Tem Dato stated that Lake County ETSB would work with them through the transition in their unincorporated areas or incorporated areas that are within the ETSB jurisdiction.*

*Member Pedersen mentioned that during the Lake County Board tours to other facilities early on in the process, employees at each facility (some only open a year) all said that they wished they built bigger. Member Pedersen encouraged that the building be designed to plan for the future.*

**8. Adjournment: Final meeting of Consortium Operations and Policy Committees.**

*A motion was made by Operations Committee member Buschik, seconded by Operations Committee member Smith to adjourn the final Regional 911 Operations Committee at 3:57 p.m. The motion carried unanimously by voice vote.*

*A motion was made by Policy Committee member Guzman, seconded by Policy Committee member McKenzie to adjourn the final Regional 911 Policy Committee at 3:57 p.m. The motion carried unanimously by voice vote.*

*Minutes prepared by Janna Philipp*

*Respectfully submitted, \_\_\_\_\_ Chair Kreis \_\_\_\_\_*

*Regional 911 Operations Committee Chair Kreis*

*\*Approved in accordance with agenda item # 6.8, 22-1137.*