

Lake County Illinois

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



Agenda Report - Final

Wednesday, March 28, 2018

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes

3.1 [18-0369](#)

Minutes from February 28, 2018.

Attachments: [F&A 2.28.18 Minutes - Final](#)

4. Addenda to the Agenda
5. Public Comment
6. Chairman's Remarks
7. Old Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.6)

LAW & JUDICIAL

8.1 [18-0256](#)

Joint resolution authorizing the renewal of an Intergovernmental Agreement (IGA) 2018-55-024-KD between the Illinois Department of Health Care and Family Services (IDHFS) and the Nineteenth Judicial Circuit Court (Court) for grant funding to operate the Court's Access and Visitation Program for state fiscal year (SFY) 2019 and authorizing an emergency appropriation in the amount of \$45,000.

- Since 2009, The Nineteenth Judicial Circuit has received grant funding from the Illinois Department of Healthcare and Family Services (IDHFS) to operate its Access and Visitation Program (Program) that provides mediation services for never-married parents involved in visitation and custody-related disputes in an effort to increase child support collections from this population.
- IDHFS has renewed the IGA and awarded grant funding to the Court in the amount of \$45,000 for SFY 2019.
- This program conducted 182 mediations from October 2016 to September 2017.

Attachments: [Intergovernmental Agreement 2018-55-024 Renewal.pdf](#)

8.2 [18-0352](#)

Joint resolution accepting the Highway Safety Program Grant (State Award ID Number (SAIN) 343-5727), awarded by the Illinois Department of Transportation (IDOT) and authorizing an emergency appropriation in the amount of \$8,636.40 for fiscal year (FY) 2018.

- The Lake County Sheriff's Office (LCSO) was awarded an Illinois Department of Transportation federal fiscal year (FFY) 2018 Highway Safety Program Grant (SAIN 343-5727) in the amount of \$8,636.40.

- The main objective of the grant is to conduct specific traffic enforcement campaigns focused on distracted driving in an attempt to maximize road safety.
- The grant requires the LCSO to conduct traffic enforcement details, at a cost not to exceed \$8636.40, for the period of April 16 through April 30, 2018.
- There is no match required for this grant.

Attachments: [SAIN 343-5727 Distracted Driving Mlni Grant NOSA.pdf](#)
[SAIN 343-5727 Distracted Driving Mini Grant IGA.pdf](#)
[SAIN 343-5727 Distracted Driving Mini Grant Budget.pdf](#)

8.3 [**18-0325**](#)

Joint resolution authorizing an emergency appropriation of a Title IV-D Intergovernmental Agreement (IGA) between the Illinois Department of Healthcare and Family Services (IDHFS) and the Lake County State's Attorney for the continuation of the State's Attorney's Child Support Enforcement Program for the period of July 1, 2018 through June 30, 2019, for a maximum reimbursement amount of \$610,000 for staff wages and benefits.

- Since 1985, the State's Attorney's Office has entered into an annual IGA with the IDHFS to provide child support enforcement services.
- Pursuant to these annual agreements, the State's Attorney's Office reasonable costs for providing these services, as determined by IDHFS, are to be reimbursed.
- Since 1999, the State's Attorney's Child Support Enforcement staff has included three Assistant State's Attorneys, four secretaries, three paralegals, and one investigator.
- The Child Support Enforcement Division handles approximately 12,000 active cases, including those to establish paternity, to set support upon voluntary acknowledgement, to establish medical support orders, and to enforce orders for payment of support.
- IDHFS has tendered a proposed State fiscal year (SFY) 2019 contract to reimburse personnel costs not to exceed \$610,000, 66 percent of which is federal funds.
- Funding for the Lake County contract was reduced by a total of 12.86 percent (\$90,000) from SFY 2017's contract of \$700,000, including a \$50,000 reduction for SFY2018 and a \$40,000 reduction for SFY2019.
- Sources of program funding include; \$610,000 from the State of IDHFS, \$9,475 reimbursement from the State's Attorney's Environmental Fund, \$18,800 from a part-time paralegal position vacancy, and \$61,725 from a full-time legal assistant position vacancy.

Attachments: [Agreement 2017-55-013-K3](#)

FINANCIAL & ADMINISTRATIVE

8.4 [**18-0311**](#)

Report from Carla N. Wyckoff, County Clerk, for the month of February 2018.

Attachments: [LCC Report for February 2018.pdf](#)

8.5 [18-0332](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of February 2018.

Attachments: [February 2018.pdf](#)

8.6 [18-0362](#)

Report from David B. Stolman, Treasurer, for the month of January 2018.

Attachments: [Cash & Investments January 2017](#)
[Cash & Investments January 2018](#)

REGULAR AGENDA

LAW & JUDICIAL

8.7 [18-0297](#)

Joint resolution authorizing participation of the Lake County State's Attorney in the Major Crimes Task Force ("Task Force").

- The Task Force, having been in place for over 20 years, recently completed an operational and structural review. As a result of that effort - which included Lake County Municipalities, the Lake County Sheriff's Office, the Lake County State's Attorney's Office (SAO), and the Illinois State Police - it was determined that the Task Force be continued through approval of updated By-Laws and membership Contract.
- The Task Force will provide high level investigation and law enforcement efforts cooperatively between Lake County municipalities and the Lake County and State participating offices, the need for which may exceed the ability of any individual municipality through its regular police services.
- The updated By-Laws, which also constitute the membership Contract, require a three-year commitment that commences on April 1, 2018. As required, the County Board (Board) authorized the updated Contract and By-Laws of the Task Force on March 13, 2018.
- Upon approval of this item, the Board will approve the participation of the SAO in the Task Force.
- The Task Force includes a Board of Directors on which the Lake County State's Attorney will participate as the SAO Members' representative and the Chief Deputy of the Criminal Division as alternate.
- The Task Force recognizes that Members do not acknowledge or accept responsibility for any claims due to property losses, claims in tort or in contract or other claims or losses made against any other members of the Task Force. Lake County Risk Management staff participated in the Task Force Contract and By-Laws drafting process.
- Comprehensive insurance and insurance-like coverage and risk management services will be offered for those participating in the Task Force.

Attachments: [LCMCTF Authorizing Resolution - Exhibit A- Proposed 2018 Members](#)

8.8 [18-0356](#)

Presentation of the Statements of Auditing Standards (SAS) No. 114 letter, "The Auditor's Communication with Those Charged with Governance" for the Circuit Clerk's Office.

Attachments: [SAS 114 Governing Body planning letter](#)

FINANCIAL & ADMINISTRATIVE

8.9 [18-0282](#)

Lake County Treasurer 2017 Year in Review, 2018 Highlights.

9. **Executive Session**

9.1 [18-0342](#)

Executive session to discuss collective bargaining matters pursuant to 5 ILCS 120/2 (c) (2).

9.2 [18-0345](#)

Executive session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

9.2A [18-0346](#)

Committee action authorizing salary adjustments in the Clerk of the Circuit Court Office.

9.2B [18-0347](#)

Committee action authorizing a reclassification in the Circuit Clerk's Office.

10. **County Administrator's Report**

11. **Members Remarks**

12. **Adjournment**

Next Meeting: April 4, 2018