

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, April 4, 2024  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
Valerie Hanserd, **Vice Chairperson**  
Paul Arena  
John Butitta  
Joe Hoffman  
Jaime Salgado  
Michael Thompson

**Others Present:**

Hope Edwards, Director, Purchasing (Staff Liaison)  
Lafakeria Vaughn, State's Attorney's Office  
Shawn Franks, Facilities

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – March 21, 2024
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Discussion - Public Safety Building Remodel – RFP Draft and Schedule Review
- F. Discussion - Replace Domestic Hot Water Source at Juvenile Detention Center
- G. Future Agenda Items
- H. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

**Roll Call**

Chairperson Keith McDonald yes, Paul Arena yes, John Butitta yes, Valerie Hanserd yes, Joe Hoffman yes, Jaime Salgado yes, Michael Thompson yes.

**Approval of Minutes – March 21, 2024**

Motion: Mr. Thompson. Second: Ms. Hanserd.  
Chairperson McDonald called for any discussion.  
Motion passed by unanimous voice vote.

**Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda due to no one present to speak.

**Discussion - Public Safety Building Remodel – RFP Draft and Schedule Review**

- Discussion followed.

**Discussion - Replace Domestic Hot Water Source at Juvenile Detention Center**

- Discussion followed.

**Future Agenda Items**

- No items discussed.

**Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn the meeting.

Motion: Mr. Salgado. Second: Mr. Thompson.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Administrative Assistant