

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

Thursday, October 19, 2023
5:30 PM

Present:

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

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Lafakeria Vaughn, Civil Bureau Chief, State's Attorney's Office
Shawn Franks, Director, Facilities
Rick Ciganek, Sheriff's Office
Chris Dornbush, Director of Development Services
John Giliberti, State's Attorney
Deanna Severson, Purchasing Specialist
Chris Petrus, IT Department
John Sweeney, County Board Member
Mike Huffman, Huffman Keel Partners, Inc.
William Ingalls, Channel 13 News Reporter

Absent:

Michael Thompson

Present via Zoom:

Dan Magers, Chief Information Officer

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – October 5, 2023
- 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. Review/Approve RFP for Countywide Security Cameras and Integrator System – ARP Phase 3
- F. Resolution Awarding Winnebago County Design Proposal for Family Courts Center
- G. Resolution Awarding Winnebago County Design Proposal for Public Safety Building Infrastructure
- H. An Ordinance Amending Chapter 2, Article VI, Division 3 of the Winnebago County Code of Ordinances (Purchasing Ordinance)
- I. Discuss Chief Operating Officer Position
- J. Future Agenda Items

K. 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, Jaime Salgado yes, Joe Hoffman yes.

Approval of Minutes – October 5, 2023

Motion: Mr. Salgado. Second: Mr. Butitta.

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.

Review/Approve RFP for Countywide Security Cameras and Integrator System – ARP Phase 3

Chairperson McDonald called for discussion on the RFP.

- Discussion followed.

Chairperson McDonald called for verbal approval by the committee for an RFP to be generated for the Security Cameras and Integrator System.

The Operations and Administrative committee members gave full verbal approval.

Resolution Awarding Winnebago County Design Proposal for Family Courts Center

Motion: Chairperson McDonald. Second: Mr. Salgado.

Chairperson McDonald called for any discussion on the Resolution.

- Discussion followed.

Motion: Chairperson McDonald made the motion to lay over the Resolution.

Second: Mr. Arena.

Motion passed by unanimous voice vote.

Resolution Awarding Winnebago County Design Proposal for Public Safety Building Infrastructure

Motion: Chairperson McDonald. Second: Mr. Butitta.

Chairperson McDonald called for any discussion on the Resolution.

- Discussion followed.

Motion: Chairperson McDonald made the motion to lay over the Resolution.

Second: Mr. Arena.

Motion passed by unanimous voice vote.

An Ordinance Amending Chapter 2, Article VI, Division 3 of the Winnebago County Code of Ordinances (Purchasing Ordinance)

Motion: Chairperson McDonald. Second: Mr. Arena.

Chairperson McDonald called for any discussion on the Resolution.

- Discussion followed.

Motion: Mr. Arena made a motion to amend the Ordinance's Sponsor list to include Angela Fellars, Valerie Hanserd, Christopher Scrol, Tim Nabors, Angie Goral, Jaime Salgado and Joe Hoffman.

Second: Mr. Butitta.

Amended Motion passed by unanimous voice vote.

Chairperson McDonald called for a motion to approve the Ordinance with the Amended Motion.

Seconded: Mr. Butitta.

Chairperson McDonald called for any discussion on the Ordinance.

Motion passed by unanimous voice vote.

Discuss Chief Operating Officer Position

The Chief Operating Officer position was approved with the 2024 Budget. It is an Administrator's appointment. Chris Dornbush, Director of Community Development, Planning and Zoning will become the Chief Operating Officer with the County working in County Administration on a wide range of projects, effective October 23, 2023. Mr. Dornbush was congratulated on his appointment.

Future Agenda Items

- Review job description of the Director of Community Development, Planning and Zoning before beginning the recruitment process.
- River Bluff Nursing Home Call System Upgrades.

Motion to Adjourn

Chairperson McDonald called for a motion to adjourn the meeting.

Motion: Mr. Hoffman. Second: Mr. Butitta.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant