

OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

Called by: Keith McDonald, Chairman
Members: John Butitta, Jean Crosby,
Paul Arena, Joe Hoffman, Dorothy
Redd, Jaime Salgado

DATE: THURSDAY, JULY 21, 2022
TIME: 5:30 PM
LOCATION: ROOM 303
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of April 21, May 19 and June 2, 2022 Minutes
- 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. Resolution to Appoint Precinct Election Judges
- F. Resolution Authorizing the Chairman of the County Board to Execute a First Amendment to an Intergovernmental Agreement for Information Technology Support Services With Region 1 Planning Council
- G. Resolution Awarding Bids for Window Cleaning Services
- H. Discussion About Electricity Contracts
- I. Resolution Amending the Organizational Structure of the County Board of the County of Winnebago, Illinois
- J. Resolution Amending the County Administrator Employment Agreement Between the County of Winnebago, Illinois and Patrick J. Thompson
- K. Ordinance Amending Sections 2-49 (Duties of the County Board Chairman) and 2-124 (Duties of the County Administrator) of the Winnebago County Code of Ordinances

L. Future Agenda Items

M. Adjournment

Approval of Minutes

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

Thursday, April 21, 2022
5:30 PM

Present:

Keith McDonald, **Chairman**
John Butitta
Jean Crosby
Paul Arena
Joe Hoffman
Dorothy Redd
Jaime Salgado

Others Present:

Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
Debbie Crozier, HR Director
Molly Terrinoni, Finance Director
Tom Jakeway, Trial Court Administrator
Dan Magers, IT Department
Rick Ciganek, Sheriff's Office
Tim Nabors, County Board Member

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of January 6 and February 3, 2022 Minutes
- 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. Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard to Provide Term Life Insurance and Accidental Death and Dismemberment (AD & D) Insurance
- F. Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard for Voluntary Life Insurance
- G. Discuss PSB/Family Court Center (FCC) Project
- H. Other Matters
- I. Adjournment

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

Motion to approve the minutes of January 6 and February 3, 2022

Moved: Mr. Hoffman, Seconded: Ms. Redd.

Motion passed by unanimous voice vote.

Public Comment

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard to Provide Term Life Insurance and Accidental Death and Dismemberment (AD & D) Insurance

Motion by Mr. McDonald and Seconded by Mr. Salgado.

- A discussion followed.

Mr. McDonald made a Motion to amend the second “Whereas” paragraph by changing “2” years effective to “3” years effective. Seconded by Mr. Arena.

Motion passed by unanimous voice vote to amend.

- A discussion followed.

Motion passed by unanimous voice vote for the Resolution.

Resolution Authorizing the Execution of a Renewal Agreement with Reliance Standard for Voluntary Life Insurance

Motion by Mr. McDonald and Seconded by Mr. Hoffman.

- A discussion followed.

Mr. McDonald made a Motion to amend the second “Whereas” paragraph by changing “2” years effective to “3” years effective. Seconded by Ms. Crosby.

Motion passed by unanimous voice vote to amend.

Motion passed by unanimous voice vote for the Resolution.

Discuss PSB/Family Court Center (FCC) Project

- A discussion followed.

Other Matters

- Mr. McDonald asked about Mr. Thompson’s review.

Motion to Adjourn. Moved: Ms. Crosby, Seconded: Mr. Hoffman.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

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

Thursday, May 19, 2022
5:30 PM

Present:

Keith McDonald, **Chairman**
John Butitta
Jean Crosby
Paul Arena
Jaime Salgado

Others Present:

Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
J. Hanley, State's Attorney
Shawn Franks, Facilities
Dan Magers, IT Department
Rick Ciganek, Sheriff's Office
John Sweeney, County Board Member
Jim Dillon, Heartland Business Systems

Absent:

Joe Hoffman
Dorothy Redd

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of March 2, 2022 Minutes
- 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. Resolution to Change Hours of the County Clerk's Office on 2022 Election Days
- F. County Safety Initiative (ARP Phase 3) Security Cameras Discussion With Heartland Engineers
- G. Resolution Authorizing the County Administrator to Hire a Project Consultant for County Construction Projects
- H. Future Agenda Items
- I. Adjournment

Chairman McDonald called the meeting to order at 5:31 PM.

Motion to approve the minutes of March 2, 2022

Moved: Ms. Crosby, Seconded: Mr. McDonald.

Motion passed by unanimous voice vote.

Public Comment

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution to Change Hours of the County Clerk's Office on 2022 Election Days

Motion by Mr. McDonald and Seconded by Mr. Salgado.

- A discussion followed.

Motion passed by unanimous voice vote.

County Safety Initiative (ARP Phase 3) Security Cameras Discussion With Heartland Engineers

- A discussion followed.

Resolution Authorizing the County Administrator to Hire a Project Consultant for County Construction Projects

Motion by Mr. McDonald and Seconded by Mr. Arena.

- A discussion followed.

Motion passed by unanimous voice vote.

Future Agenda Items

None

Motion to Adjourn. Moved: Ms. Crosby, Seconded: Mr. Arena.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

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

Thursday, June 2, 2022
5:30 PM

Present:

Keith McDonald, **Chairman**
John Butitta
Jean Crosby
Paul Arena
Dorothy Redd

Absent:

Joe Hoffman
Jaime Salgado

Others Present:

Joe Chiarelli, County Board Chairman
Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Tom Jakeway, Trial Court Administrator
Tom Lawson, Chief Deputy Circuit Clerk
Chief Judge John Lowry, 17th Judicial Circuit Court
Sheriff Gary Caruana, Sheriff's Office
Deputy Rick Ciganek, Sheriff's Office
J. Hanley, State's Attorney
Melinda Macias, Purchasing Department
Dave Tassoni, County Board Member
Nick Zimmerman, Public Defender
Chrissie Lee, Public Defender's Office
Chris Green, Rockford Register Star

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of April 7, 2022 Minutes
- 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. Resolution to Amend the Winnebago County Emergency Rental Assistance (WCERA) Policy
- F. Resolution Approving RFQ for County Construction Project Consultant
- G. Future Agenda Items
- H. Adjournment

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

Motion to approve the minutes of April 7, 2022

Moved: Ms. Crosby, Seconded: Mr. McDonald and Ms. Redd.
Motion passed by unanimous voice vote.

Public Comment

Chairman McDonald omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution to Amend the Winnebago County Emergency Rental Assistance (WCERA) Policy

Motion by Mr. McDonald and Seconded by Mr. Butitta.

- A discussion followed.

Motion passed by unanimous voice vote with the exception of one vote.

Resolution Approving RFQ for County Construction Project Consultant

Motion by Mr. McDonald and Seconded by Mr. Arena.

- A discussion followed.

Motion by Mr. Arena to replace the word “shall” with “may” in the first sentence of the second paragraph of the Request for Qualifications. Seconded by Ms. Crosby.

Motion passed by unanimous voice vote for the amendment.

- A discussion followed.

Motion passed by unanimous voice vote.

Future Agenda Items

None

Motion to Adjourn. Moved: Mr. Arena, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant



Resolution Executive Summary

Prepared By: Lori Gummow, Winnebago County Clerk
Committee: Winnebago County Operations & Administrative Committee
Committee Date: Thursday, July 21, 2022
Resolution Title: Resolution to Appoint Precinct Election Judges
County Code: Not applicable
Board Meeting Date: Thursday, July 28, 2022

Budget Information:

Was item budgeted?	N/A	Appropriation Amount:	N/A
If not, explain funding source:			
ORG/OBJ/Project Code:		Budget Impact: N/A	

Background Information:

According to 10 ILCS 5/13-2 the County Board at its July meeting in each even-numbered year shall appoint election judges in each election precinct from certified lists which has been furnished to the chairmen of the County Central Committees.

See attachment for listing of all election judges.

Recommendation:

Approve Resolution.

Contract/Agreement:

Legal Review:

Reviewed by State's Attorney Office.

Follow-Up: