

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

Thursday, April 17, 2025  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
Valerie Hanserd, Vice Chairperson  
Paul Arena  
John Butitta  
Michael Thompson

**Absent:**

Joe Hoffman  
Jaime Salgado

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, Chief Financial Officer  
Hope Edwards, Director, Purchasing (Staff Liaison)  
Lafakeria Vaughn, State's Attorney's Office  
Chris Dornbush, Chief Operations Officer  
Shawn Franks, Facilities  
Tom Lawson, Chief Deputy Circuit Clerk  
Jeff Duesterbeck, Project Development Manager, Huffman Keel  
Debbie Jarvis, Director of Court Services, 17th Judicial Circuit  
Julie McCray-Grotto, Juvenile Detention  
Debbie Crozier, Director, Human Resources  
Kim Kovanda, State's Attorney's Office  
Jennifer Stacy, Administrator, Winnebago County Animal Services  
Carol Hartline, Attorney, Williams McCarthy LLP  
John Sweeney, County Board Member  
Christina Valdez, County Board Member  
Dominic Barcellona, Retired Deputy Chief WCSO

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –April 3, 2025
- 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 acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution to Approve the Execution of a Renewal Agreement with Vision Service Plan (VSP) for Voluntary Vision Insurance
- F. Resolution Authorizing the Execution of an Agreement with The Standard to Provide Basic Life Insurance and Accidental Death and Dismemberment (AD&D) Insurance
- G. Resolution Authorizing the Execution of an Agreement with The Standard for Voluntary Life Insurance
- H. Discussion – Nurse Call System Solution for River Bluff Nursing Home

- I. Presentation – Animal Services Project Completion Update
- J. Discussion – Public Safety Building Design-Build Project Update
- K. Future Agenda Items
- L. Adjournment

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

### **Roll Call**

Chairperson McDonald yes, Mr. Arena yes, Mr. Butitta yes, Ms. Hanserd yes, Mr. Thompson yes.

A quorum is present.

### **Approval of Minutes – April 3, 2025**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

The motion was passed by a unanimous voice vote.

### **Public Comment**

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

### **Resolution to Approve the Execution of a Renewal Agreement with Vision Service Plan (VSP) for Voluntary Vision Insurance**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Resolution Authorizing the Execution of an Agreement with The Standard to Provide Basic Life Insurance and Accidental Death and Dismemberment (AD&D) Insurance**

Motion: Chairperson McDonald. Second: Mr. Thompson.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Resolution Authorizing the Execution of an Agreement with The Standard for Voluntary Life Insurance**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

- Discussion followed.

Chairperson McDonald called for any further discussion.

Chairperson McDonald called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

### **Discussion – Nurse Call System Solution for River Bluff Nursing Home**

A discussion took place on the River Bluff Nursing Home Nurse Call System proposals.

- Discussion followed.

### **Presentation – Animal Services Project Completion Update**

Mr. Duesterbeck from Huffman Keel provided an update on the completion of the Animal Services project.

- Discussion followed.

### **Discussion – Public Safety Building Design-Build Project Update**

Mr. Duesterbeck from Huffman Keel presented a report on the Public Safety Building Design-Build project and discussed its current status and timeline.

- Discussion followed.

### **Future Agenda Items**

- Establish a subcommittee to review the Chairman’s responsibilities and the powers that may need to be reinstated or modified in his role.

### **Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn.

Motion: Mr. Butitta. Second: Ms. Hanserd.

The motion to adjourn was passed by a unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Executive Assistant