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

Wednesday, October 1, 2025
5:30 PM

Present:
Paul Arena, **Chairperson**
Valerie Hanserd, **Vice Chairperson**
John Butitta
Joe Hoffman (arrived at 6:01 p.m.)
Keith McDonald
Michael Thompson

Absent:
Christina Valdez

Others Present:
Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Reuter, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Debbie Crozier, Director, Human Resources
Jannette, Broker
Lori Gummow, County Clerk
Kris Hockison, Admin. Clerk, Election Department
Rick Ciganek, WCSO
Frank Ingardona, WCSO
Shawn Franks, Facilities
Debbie Jarvis, Director of Court Services, 17th Judicial Circuit
Julie McCray-Grotto, Juvenile Detention
Tim Nabors, County Board Member
John Sweeney, County Board Member

AGENDA:

A. Call to Order
B. Roll Call
C. Approval of Minutes – September 18, 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 Authorizing the Execution of an Agreement with Navitus to Provide Pharmacy Benefit Management Services
F. Resolution Authorizing a Lease Agreement for the Off-Site Elections Location
G. Resolution Awarding Architecture and Engineering Contract for Juvenile Detention Center Expansion Project
H. Resolution Awarding Replacement of Juvenile Detention Center Generator using Grant and CIP Funds
Cost: $237,489
I. Discussion Item: Countywide Siren Program

J. Future Agenda Items
K. Adjournment

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

Roll Call
Chairperson Arena, yes; Mr. Butitta, yes; Ms. Hanserd, yes; Mr. McDonald, yes; Dr. Thompson, yes.

A quorum is present.

Approval of Minutes – September 18, 2025
Chairperson Arena called for a motion to approve the minutes of September 18, 2025.
Motion: Ms. Hanserd. Second: Mr. Butitta.
Chairperson Arena called for a vote to approve the minutes.
The motion was passed by a unanimous voice vote.

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

Resolution Authorizing the Execution of an Agreement with Navitus to Provide Pharmacy Benefit Management Services
Motion: Chairperson Arena. Second: Ms. Hanserd.
Mr. Patrick Thompson, Ms. Hanserd, Ms. Crozier, Mr. Butitta, and Janette, the Broker, reviewed the details of the resolution.
Chairperson Arena called for any questions or concerns.
Chairperson Arena called for a vote to approve the resolution.
The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Authorizing a Lease Agreement for the Off-Site Elections Location
Motion: Chairperson Arena. Second: Ms. Hanserd.
Mr. Patrick Thompson, Chairperson Arena, and Ms. Gummow reviewed the resolution.
Chairperson Arena called for any questions or concerns.
Chairperson Arena called for a vote to approve the resolution.
The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Architecture and Engineering Contract for Juvenile Detention Center Expansion Project
Motion: Chairperson Arena. Second: Ms. Hanserd.
Chairperson Arena, Mr. McDonald, Ms. Hanserd, Mr. Schultz, Ms. Jarvis, and Mr. Butitta reviewed the resolution.
Chairperson Arena called for any questions or concerns.
Chairperson Arena called for a vote to approve the resolution.
The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Replacement of Juvenile Detention Center Generator using Grant and CIP Funds
Cost: $237,489
Motion: Chairperson Arena. Second: Mr. Butitta.

Mr. Patrick Thompson provided details about the resolution.
Chairperson Arena called for any questions or concerns.
Chairperson Arena called for a vote to approve the resolution.
The motion to approve the resolution was passed by a unanimous voice vote.

Dr. Thompson left the meeting at 5:53 p.m.

Discussion Item: Countywide Siren Program
A discussion took place among Mr. Butitta, Mr. Ciganek, Mr. Patrick Thompson, Mr. McDonald, Chairperson Arena, and Mr. Franks concerning the County-wide Siren program.

- The Countywide Siren Program will be added to the October 16, 2025, agenda.

ROE
A discussion followed regarding ROE among Mr. McDonald, Ms. Hanserd, Ms. Reuter, Mr. Patrick Thompson, Mr. Butitta, Chairperson Arena, Mr. Sweeney, and Mr. Nabors.

- ROE will be added to the October 16, 2025, agenda.

Mr. Hoffman arrived at 6:01 p.m.

Future Agenda Items

- Countywide Siren Program - October 16, 2025.
- ROE - October 16, 2025.

Motion to Adjourn
Chairperson Arena called for a motion to adjourn the meeting.
Motion: Ms. Hanserd. Second: Mr. Butitta.
A unanimous voice vote passed the motion to adjourn.
The meeting was adjourned at 6:04 p.m.

Respectfully submitted,

Nancy Bleile
Executive Assistant