

**LOCAL RECORDS COMMISSION
OF COOK COUNTY**

Minutes
February 9, 2016

A meeting of the Local Records Commission of Cook County was held in the State of Illinois Video Conferencing Centers in Springfield and Chicago. The meeting was called to order at 11:01 A.M. by Martha Martinez, Chair.

CHICAGO SITE:

Members Present: Martha Martinez, Cook County Board President's designee and chair of the Commission; Kathy McKee, Cook County State's Attorney's designee; Ivana Dabizljevic for Lawrence L. Wilson, Cook County Comptroller; Annie Miskewitch, for Brian Bannon, Mayor of Chicago designee.

Members Absent:

Staff Present: Deneena Norton, Records Archivist

SPRINGFIELD SITE:

Members Present: David Joens, Director of State Archives and designee for Jesse White, Secretary of State.

Staff Present: Robert Boots, Archival Program Administrator; Pamela Waggoner, Administrative Clerk.

Members Absent:

The minutes of the January 12, 2016 meeting of the Local Records Commission of Cook County were reviewed by the Commission. Mr. Joens made a motion to accept the minutes as submitted. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

OLD BUSINESS:

Mr. Joens said staff is still working with the Chicago Police Department on updating its schedule but there is nothing new to report. He said he had had one phone conversation with the CPD about its schedule and that staff is now waiting for information from CPD before it can do anything with the application.

NEW BUSINESS:

None

Applications:

16:004C – Cook Co. Treasurer (Chicago). Ms. McKee made a motion to approve application 16:004C as submitted. Ms. Miskewitch seconded the motion. The motion carried. Approved unanimously. Mr. Joens complimented staff for getting this application done.

16:005C – Lincolnwood Police Dept. (Lincolnwood). Mr. Joens made a motion to approve application 16:005C as submitted. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

16:013C – Glenview Board of Fire and Police Commissioners (Glenview). Ms. Miskewitch made a motion to approve application 16:013C as submitted. Ms. Dabizljevic seconded the motion. The motion carried. Approved unanimously.

Add-Ons:

08:015C – Arlington Heights Police Dept. (Arlington Heights). Mr. Joens made a motion to approve the addition of items 77 - 80 to application 08:015C as submitted and also to approve amendments to items 3, 26, 31, 32, 34, 38, 39, 49, 53, 54, 73. Ms. Miskewitch seconded the motion. The motion carried. Approved unanimously.

14:001C – Berkeley School Dist. #87 (Berkeley). Mr. Joens made a motion to approve the addition of items 97 - 99 to application 14:001C as submitted. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

15:031C – Reaching Across Illinois Library System R.A.I.L.S. (Burr Ridge). Ms. McKee made a motion to approve the addition of items 54, 55 to application 15:031C as submitted. Ms. Miskewitch seconded the motion. The motion carried. Approved unanimously.

95:005C – Northbrook Public Library (Northbrook). Mr. Joens made a motion to approve the addition of item 76 to application 95:005C as submitted. Ms. Dabizljevic seconded the motion. The motion carried. Approved unanimously.

Amendments:

06:046C – Lyons Twp. (Countryside). Ms. Miskewitch made a motion to accept the amendments to items 100.13, 100.17, 100.41, 100.44, 100.82, 200.5 to application 06:046C. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

11:017C – Prairie Trails Public Library Dist (Burbank). Mr. Joens made a motion to approve the addition of items 15, 34, 39, 56 to application 11:017C as submitted. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

Public Comment

None

The date of the next meeting of the Local Records Commission of Cook County is scheduled for 11:00 AM on Tuesday, March 8, 2016 at the Illinois Department of Central Management Services' Video Conference Center located in Room 9-036 of the James R. Thompson Center, 100 West Randolph, Chicago, Illinois, and the CMS Video Conference Center located in the LLCC – Capital City Training Center at 130 West Mason, Springfield, Illinois.

ADJOURNMENT:

Mr. Joens moved that the meeting adjourn. Ms. Miskewitch seconded the motion. The motion carried. Approved unanimously.

Minutes submitted by: Pamela Waggoner, Records Management Section.