



**Northeastern Illinois Regional Crime Laboratory
Executive Board Meeting
Kildeer Police Department
July 20, 2018 at 1:00 p.m.**

Present: C. Herdegen (Libertyville PD), S. Balinski (Kildeer PD), S. Husak (Lake Zurich PD), J. Dunne (Wheeling PD)

Also Present: P. Kinsey (NIRCL), M. Milford (NIRCL), Attorney Daniel Shapiro

Absent and Excused: R. Eddington (Evanston PD)

(1) Call to Order:

The meeting was called to order at 1:00 p.m. by C. Herdegen.

(2) Approval of Minutes:

Approval of June 28, 2018 meeting minutes of the General Membership. Motion by Dunne and seconded by Balinski. Motion unanimously approved.

(3) Approval of Minutes:

Approval of June 21, 2017 meeting minutes of the General Membership. Motion by Dunne and seconded by Balinski. Motion unanimously approved.

(4) Discussion and approval of new phone system purchase:

Director Kinsey related to Board Members that the current telephone system utilized by the lab is aging and obsolete, adding it that there are inefficiencies with the current system and he characterized it as a flawed system. Lab staff have investigated various communication vendors (current vendor failed to provide any updated information) and are recommending NEC as their new telephone vendor.

Motion to enter into a service agreement with NEC not to exceed \$10,000 made by Balinski and seconded by Husak. Motion unanimously approved with no further discussion.

(5) Update on personnel matters:

The Board and Director Kinsey along with Attorney Shapiro discussed a release agreement forwarded to a former employee. That employee and her attorney are seeking enhanced

compensation. At the time, The Board is comfortable with the release agreement that was previously tendered.

NIRCL's PT firearm examiner has been unable to log many hours this summer due to his FT employment commitments and family commitments. Director Kinsey is monitoring the case logs and other staff members are assisting on an OT basis as needed. There are no budget impacts to this action.

(6) Other business:

Director Kinsey stated that draft of the most recent fiscal report from the auditors will be forwarded to The Board shortly.

S. Husak asked if there was any feedback from recent NIRCL training, specifically the latent print seminars. Director Kinsey said that his staff felt it was well received and the participation was excellent.

(7) Public Comment:

None

(8) Adjournment:

Motion by S. Balinski, second by S. Husak to adjourn the meeting at 1:55 p.m.
Motion carried.