



At the Heart of Community

POLICE DEPARTMENT

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AGENDA ITEM

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MEMORANDUM

Date: March 25, 2024
To: Ray Keller, Village Manager *PK*
From: Steven D. Husak, Police Chief
Subject: **Northeastern Illinois Regional Crime Laboratory IGA**

Issue: The Lake Zurich Police Department has been a member of the Northeastern Illinois Regional Crime Laboratory (NIRCL) for over 25 years. NIRCL is asking all members to sign an updated intergovernmental agreement so that all of the agreements are consistent.

Analysis: Founded in 1968, the Northeastern Illinois Regional Crime Laboratory provides forensic services to member law enforcement agencies which govern and fund its operations. Located in Mundelein, Illinois NIRCL provides forensic services for suburbs and collar communities of Chicago, having an estimated population of over 1.6 million citizens.

The mission of the laboratory is to provide accurate, objective and timely forensic services. NIRCL employs more than a dozen forensic scientists to meet the mission's objectives. NIRCL is accredited in DNA, latent prints, firearms/tool marks, controlled substances and toxicology analysis. Other services provided include drug and firearm destruction, community outreach in the form of educational presentations, and training for member agency staff.

First accredited in 1997, NIRCL is now accredited to the ISO/IEC 17025:2017 international standards by the ANSI-ASQ National Accreditation Board (ANAB) for Forensic Testing. Accreditation requires the documentation and implementation of international standards regarding technical procedures, quality assurance standards and managerial operations.

The Northeastern Illinois Regional Crime Laboratory provides high quality forensic services and timely responses to major case evidence when it is needed the most. I served on the NIRCL Executive Board for many years including as Board President from 2019-2022.

Recommendation: Approve the proposed Intergovernmental Agreement with the Northeastern Illinois Regional Crime Laboratory.

**INTERGOVERNMENTAL AGREEMENT AMONG THE MEMBER
AGENCIES OF THE NORTHEASTERN ILLINOIS REGIONAL CRIME
LABORATORY**

THIS AGREEMENT made and entered into by and among the member agencies or units of local government (hereinafter called Members) of the Northeastern Illinois Regional Crime Laboratory (hereinafter called the Crime Lab):

WITNESSETH:

WHEREAS, the Members recognize that the enforcement of laws, statutes, and ordinances and the investigation of criminal and quasi-criminal activity requires the use of certain forensic services for the analysis and identification of physical evidence; and

WHEREAS, the Members desire to utilize such forensic services and resources during the enforcement of laws, statutes, and ordinances and the investigation of criminal and quasi-criminal activity; and

WHEREAS, the Members are entering into this Intergovernmental Cooperative Agreement (the "Agreement") pursuant to Article VII, Section 10 of the Illinois Constitution of 1970; the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.); Article 5, Sections 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1); and other applicable authority;

NOW, THEREFORE, the Members agree as follows:

SECTION 1 – PURPOSE OF AGREEMENT; RECITALS

This agreement is made in recognition of the fact that criminal investigations and other law enforcement efforts are greatly enhanced when agencies have access to the resources and the support of a specialized forensic organization. It is the purpose of this Agreement to provide the means whereby assistance is provided to the Member by the Crime Lab pursuant to the conditions of this agreement. The foregoing recitals are hereby incorporated into this Agreement as findings of the Members and the Crime Lab.

SECTION 2 – DEFINITIONS

For the purposes of this Agreement, the following terms shall be defined as set forth in this Section.

1. **Forensic Services:** Those services provided by the Crime Lab to a Member pursuant to this Agreement that pertain to the identification, and analysis of physical evidence pursuant to the investigation or prosecution of a crime.
2. **Annual Assessment:** The fee provided for by this agreement to serve as compensation to the Crime Lab to offset the cost of operation. Costs of

operation include any costs incurred by the Crime Lab in the furtherance of its operation including costs for personnel, training, facilities, fixtures, equipment, supplies, and utilities.

An annual assessment shall be levied against all Members in accordance with the duly adopted Constitution and Bylaws of the Crime Lab.

A basic requirement of continued membership under this Agreement is the timely payment of the Annual Assessment and other established fees by the Member.

SECTION 3 – TERM

The initial term of this Agreement shall be for a period commencing on the date of execution of the Agreement by the Chief Executive Officer of the Member and concluding on the Member agency's fiscal year end immediately following such date of execution.

SECTION 4 – ADMINISTRATION AND OPERATIONS

The administration and operation of the Crime Lab shall be in conformance with the precepts set forth in the Constitution and Bylaws of the Crime Lab and any Standard Operating Guidelines established under the authority of those bylaws.

SECTION 5 – SCOPE OF RESPONSE

The Crime Lab shall provide for forensic services as outlined in the current scope of accreditation for any official investigation conducted by the law enforcement department of a Member initiated within its corporate boundaries.

In addition to the Scope of Services, the Crime Lab will also aid agencies with the destruction of drugs and firearms. Such destruction will be completed with compliance the policies set by the Crime Lab.

SECTION 6 – DIRECTION OF PERSONNEL AND EQUIPMENT

The Crime Lab Executive Director shall be responsible for supervising and directing the actions of all Crime Lab personnel and for determining the use of all equipment and resources of the Crime Lab.

SECTION 7 – AUTHORITY OF CRIME LAB PERSONNEL

Each employee of the Crime Lab shall be fully authorized by the Member to perform their official duties pursuant to any official investigation conducted under the terms of this Agreement.

SECTION 8 – REIMBURSEMENT TO CRIME LAB

Members shall be responsible for paying such annual fees, facility occupation and maintenance fees, capital improvement fees, and service fees as may be established from time to time pursuant to the Constitution and Bylaws of the Northeast Illinois Regional Crime Lab.

SECTION 9 – INDEMNIFICATION

To the greatest extent permissible by law, the Crime Lab shall assume full and complete responsibility for the actions of its employees acting pursuant to this Agreement, including without limitation, insurance, indemnification and protection of such personnel.

SECTION 10 – EFFECTIVENESS; TERM

This agreement shall be in full force and effect and legally binding on the Crime Lab and the Member as of the date written below. This Agreement shall automatically renew for a period of twelve (12) months on the first day of the subsequent fiscal year of the member agency immediately following such effective date, and each first day of the subsequent fiscal year of the member agency thereafter for a like period of twelve (12) months.

SECTION 11 – AMENDMENTS

This Agreement may be amended from time to time in writing approved by resolution of the corporate authorities of each Member. Any proposed amendment shall not be effective until adopted and approved by the corporate authorities of each Member.

SECTION 12 – TERMINATION

The Member may terminate this Agreement by resolution of its corporate authorities. Certified copies of any such terminating resolution shall be filed with the Executive Director of the Crime Lab and the President of its Executive Board within thirty (30) days after its passage. In the event of termination as to one Member, this Agreement shall remain binding as to the remaining Members.

Termination shall not be effective, however, until ninety (90) days after filing of certified copies to the Executive Director and President of the Executive Board. Moreover, notwithstanding such termination, a terminating Member shall remain liable and responsible for paying all fees for services provided by the Crime Lab prior to the effective date of such termination.

Further, a terminating Member shall not be entitled to any refund or return, in whole or in part, of fees or assessments paid by such Member prior to the effective date of such termination nor shall the terminating Member be entitled to receive or hold any interest in any equipment or other assets or interests of the Crime Lab.

Member Agency: Lake Zurich Police Department

IN WITNESS THEREOF, this Agreement has been duly executed this _____ day
of _____, _____.

For the Northeastern Illinois Regional Crime Laboratory

By: _____
NIRCL President

By: _____
Chief Executive Officer of Member Agency

Village of Lake Zurich

Member Agency Name

January 1

Date Fiscal Year Begins for Member Agency