



DU PAGE COUNTY

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Human Services

Final Summary

Tuesday, October 17, 2023

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:30 AM.

2. ROLL CALL

Other Board members present: Member Lucy Evans, Member Sheila Rutledge, and Member Yeena Yoo.

Staff in attendance: Lisa Smith (State's Attorney Office), Joan Olson (Chief Communications Officer), Mary Catherine Wells (Deputy Chief Financial Officer), Nickon Etminan (Procurement), Gina Strafford Ahmed and Natasha Belli (Community Services Administrators), Mary Keating (Director of Community Services), Janelle Chadwick (Administrator of the DuPage Care Center), and Anita Rajagopal (Assistant Administrator of the DuPage Care Center).

PRESENT Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze announced that of the \$5M the County Board earmarked for food, \$1M of that was earmarked for capital long term projects. The application process will be opening soon to apply for capital projects if it hasn't been opened already. Mary Catherine Wells stated the ARPA Food Assistance Network Infrastructure Investment Program portal to apply opened on Monday, October 16, 2023 and will remain open through Thursday, December 14, 2023. An announcement is going out to all pantries.

Member DeSart spoke regarding the need for food prioritizing equipment. Mary Keating answered Member DeSart's concerns, giving a breakdown of the \$5M allocated for food. Ms. Keating stated \$1.75M was allocated to the Northern Illinois Food Bank (NIFB) for fresh produce, and \$1.5M went to individual pantries in two different allocations. The \$5M also had a component for long-term capital investments, which includes the \$1M set aside for equipment, refrigerators, freezers, forklifts, vehicles, IT equipment, etc. There is \$700,000 left of the \$1M. We will decide in terms of an extension to NIFB contract or additional funds to the pantries, or a combination. Chair Conroy has proposed a \$1.5M in her 2024 budget request. We will still have \$2.25M that can be used specifically for food.

Chair Schwarze announced the Willowbrook Fall Festival on Saturday, October 21. Chair Conroy is encouraging all to attend. Human Service staff will be attending. The flyer Mr. Schwarze distributed is attached hereto and made part of the minutes packet.

23-3404

Willowbrook Fall Fest

5. APPROVAL OF MINUTES

5.A. 23-3337

Human Services Committee - Regular Meeting - Tuesday, October 3, 2023

RESULT: APPROVED
MOVER: Michael Childress
SECONDER: Paula Garcia

6. LENGTH OF SERVICE AWARDS

6.A. Length of Service Award - Christine Smit - 15 Years - Community Services

6.B. Length of Service Award - Elissa Cortez - 20 Years - Community Services

7. COMMUNITY SERVICES - MARY KEATING

7.A. FI-R-0239-23

Acceptance and appropriation of additional funding of the Low Income Home Energy Assistance Program (LIHEAP) HHS Grant FY23 Inter-Governmental Agreement No. 23-224028, Company 5000, Accounting Unit 1420, from \$3,291,193 to \$3,718,038 - an increase of \$426,845. (Community Services)

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Michael Childress
SECONDER: Paula Garcia

7.B. FI-R-0240-23

Acceptance and appropriation of the Low Income Home Energy Assistance Program (LIHEAP) State Grant PY24 Inter-Governmental Agreement No. 24-254028, Company 5000, Accounting Unit 1495, in the amount of \$5,528,383. (Community Services)

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Dawn DeSart
SECONDER: Paula Garcia

7.C. [HS-R-0062-23](#)

Approval of issuance of payments by DuPage County to energy assistance providers through the Low Income Home Energy Assistance Program (LIHEAP) HHS Grant FY23 Inter-Governmental Agreement No. 23-224028 in the amount of \$367,086. (Community Services)

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Dawn DeSart
SECONDER: Paula Garcia

7.D. [HS-R-0063-23](#)

Approval of issuance of payments by DuPage County to energy assistance providers through the Low Income Home Energy Assistance Program State Grant PY24 Inter-Governmental Agreement No. 24-254028 in the amount of \$4,643,841. (Community Services)

County Board Member Yoo mentioned that last week at County Board there was an appropriation for LIHEAP for \$1.9M. There is now an appropriation in the amount of \$5.5M and also an appropriation at \$4.6M. Ms. Keating explained that LIHEAP is funded through multiple state and federal sources. The funds come as separate grants so there are separate appropriations, but the funds end up basically in the same pot of money. Once we appropriate the money, some of the funds will go to support our staff. The vast majority of funds go to ComEd and Nicor. That is why you will see an appropriation of one dollar amount and then issuance of payments for a different amount. The current items on the agenda come from two different grant years. Often at this time of year, we are working with two different grant years.

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Michael Childress
SECONDER: Dawn DeSart

7.E. [HS-P-0072-23](#)

Awarding resolution issued to Chicago United Industries, LTD., to furnish, deliver and install Energy Star Appliances, for the Weatherization Program, for Community Services, for the period of October 29, 2023 through October 28, 2024, for a contract total of \$67,367, per bid #22-065-CS, first option to renew.

RESULT: APPROVED AND SENT TO FINANCE
MOVER: Michael Childress
SECONDER: Paula Garcia

8. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING

8.A. [23-3338](#)

Recommendation for Approval of a Third Modification to a HOME Investment Partnerships Act (HOME) Agreement with DuPage Pads, Project Number HM20-04b - Tenant Based Rental Assistance – Extending the Project Completion date through February 29, 2024.

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Kari Galassi

9. DUPAGE CARE CENTER - JANELLE CHADWICK

9.A. [HS-R-0064-23](#)

DuPage Care Center Rate Increase

RESULT:	APPROVED AT COMMITTEE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

9.B. [HS-P-0073-23](#)

Recommendation for the approval of a contract purchase order to Medline Industries, Inc., for replacement mattresses, for the DuPage Care Center, for the period October 25, 2023 through October 24, 2024, for a contract total not to exceed \$49,060. Contract pursuant to the Intergovernmental Cooperation Act OMNIA Partners Cooperative Contract #2021003157. (ARPA ITEM)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

9.C. [HS-P-0074-23](#)

Recommendation for the approval of a contract to Pulmonary Exchange, Ltd., for the rental of respiratory care equipment, for the DuPage Care Center, for the period November 20, 2023 through November 19, 2024, for a total contract not to exceed \$45,000. Per bid renewal #21-072-CARE, second of three, one-year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

9.D. [HS-P-0075-23](#)

Recommendation for the approval of a contract to Valdes Supply, to furnish and deliver paper products (restroom tissue, paper towels and facial tissue, Group 2), as needed for the DuPage Care Center, for the period December 1, 2023 through November 30, 2024, for an amount not to exceed \$87,000. Per bid renewal #22-112-FM, first of three one-year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

10. **BUDGET TRANSFERS**

10.A. [23-3339](#)

Budget Transfer to cover the cost of an employee's tuition reimbursement for FY23 - \$2,500. (Community Services)

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

10.B. [23-3340](#)

Budget Transfer to transfer funds to accommodate Flex Benefit earnings that paid out in lieu of covering medical insurance - \$600.00

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Paula Garcia

11. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

12. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick stated after containing a covid outbreak to one unit for one month, there is an individual in another unit with covid. This unit will now go on outbreak status and be guided by the Care Center's stringent standards that have kept their covid outbreaks to a minimum.

The construction company is preparing a color storyboard for Ms. Chadwick so they can see and follow what colors and designs have been chosen, which she will share with committee. They are trying to keep everything neutral with classic timeless finishes. They will add touches of current trends as desired.

One of the things the construction company identified as a need are the fire dampers and chutes that go between the floors for fire prevention. The Care Center was not expecting the additional issue but is taking how they address the new construction standards a step further to stay ahead of fire prevention safety.

It was noted that the DuPage Care Center has placed third in Illinois for long-term care facilities by Newsweek Magazine's annual ranking. Ms. Chadwick commented that it is hard enough to get a five-star rating but even harder to maintain one.

13. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating alluded to the conversation at the last meeting regarding the Weatherization unit's having only one contractor for all projects. Ms. Keating said the State has agreed to return to the multiple vendor contractor model. Having multiple contractors allows for competition between vendors to supply the most efficient and economic services. Five vendors bid, three for the architectural work and two for the mechanical work. Ms. Keating expressed her appreciation to David Watkins, Gina Strafford-Ahmed, and Nickon Etminan, for their hard work to get through the five bids. Because of the increased workload to obtain the five vendors, the bids did not make it to the Human Services Committee on October 17, 2023. These five bids will go to Finance on October 24, 2023. Chair Schwarze will discharge Human Services as the contracts will begin on November 1, 2023.

The Community Services Block Grant Advisory Committee is meeting at 11:30 on Tuesday, October 18, 2023. The Strategic Planning Session will begin at 12:00 p.m., or immediately after the Technology Committee. If there are action items at the CSBG Advisory meeting, they will be completed first for board members that need to leave early to attend the Strategic Planning Session.

14. OLD BUSINESS

No old business was discussed.

15. NEW BUSINESS

No new business was discussed.

16. ADJOURNMENT

With no further business, the meeting was adjourned at 9:55 AM.

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Kari Galassi