



# DU PAGE COUNTY

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

## Human Services

### Final Summary

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**Tuesday, September 3, 2024**

**9:30 AM**

**Room 3500A**

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**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 member present: Member Sheila Rutledge

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Renee Zerante (State's Attorney Office), Keith Jorstad and Tabassum Haleem (Finance), Nickon Etminan (Procurement), Julie Hamlin and Gina Strafford-Ahmed (Community Services Administrators), Mary Keating (Director of Community Services), and Shauna Berman, remote (Assistant Administrator of the DuPage Care Center).

<b>PRESENT</b>	Childress, DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT</b>	LaPlante

**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIR REMARKS - CHAIR SCHWARZE**

Chair Schwarze stated that it is time for the small human services grant. Mr. Schwarze will meet with Mary Keating, County Board staff, our administrative and finance staff, and the Finance Committee on September 13 to discuss the parameters of the 2024 small human services grant. The biggest issue to work out is probably the application process itself to give the finance staff more clarification as they are the ones who go through the applications. More information will be forthcoming.

**5. APPROVAL OF MINUTES**

5.A. [24-2379](#)

Human Services Committee - Regular Meeting - Tuesday, August 20, 2024

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Paula Garcia

6. COMMUNITY SERVICES - MARY KEATING

6.A. [HS-R-0017-24](#)

Authorization of Applications for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) for PY25 and PY26. (Community Services)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

6.B. [24-2380](#)

Recommendation for approval of a contract to Piedmont Global Language Solutions (PGLS), to provide interpreter and translation services, for Community Services, for the period of September 11, 2024 through November 30, 2025, for a contract total amount not to exceed \$15,000; per renewal of RFP #23-072-CS, first of three optional renewals. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart
<b>AYES:</b>	Childress, DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT:</b>	LaPlante

7. DUPAGE CARE CENTER - JANELLE CHADWICK

7.A. [FI-R-0153-24](#)

Acceptance and appropriation of the DuPage Care Center Foundation Music Therapy Grant PY24, Company 5000 - Accounting Unit 2120, \$58,701. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Michael Childress

7.B. [FI-R-0152-24](#)

Additional appropriation for the DuPage Care Center Foundation Music Therapy Grant PY22, Company 5000 - Accounting Unit 2120, from \$82,263 to \$89,405, and increase of \$7,142. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Michael Childress

7.C. [24-2381](#)

Recommendation for the approval of a contract purchase order issued to Kronos, Inc., for software support services for the Kronos automated time and attendance system and Knowledge Pass (educational services subscription), for the DuPage Care Center, for the period September 28, 2024 through September 27, 2025, for a contract total not to exceed \$26,468.25. Per 55 ILCS 5/5-1022(d) exempt from bidding - IT/Telecom purchases which do not exceed \$35,000.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Dawn DeSart
<b>AYES:</b>	Childress, DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT:</b>	LaPlante

8. **BUDGET TRANSFERS**

8.A. [24-2382](#)

Transfer of funds from account no. 5000-1555-53100 (auto liability insurance) to account no. 5000-1555-54100-0700 (IT equipment - capital lease) in the amount of \$720 and to account no. 5000-1555-53800-0001 (copier usage), in the amount of \$200, for a total amount of transfer - \$920. This budget transfer is to cover the monthly Toshiba printer/copier lease and usage costs for the Income Eligible Retro Program Grant. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Paula Garcia

9. CONSENT ITEMS

Motion to Combine Items

Member DeSart moved and Member Childress seconded a motion to combine items 9.A. through 9.G. The motion was approved on voice vote, all "ayes".

- 9.A. [24-2383](#)  
KCI USA, Inc., PO #6266-0001 SERV, this purchase order is decreasing in the amount of \$43,764.67 and closing due to purchase order expiring.
- 9.B. [24-2384](#)  
Novastaff Healthcare Services - PO #6400-0001 SERV, this purchase order is decreasing in the amount of \$401,947.62 and closing due to purchase order expired.
- 9.C. [24-2385](#)  
Brightstar Care of Central DuPage - PO #6401-0001 SERV, this purchase order is decreasing in the amount of \$194,813.50 and closing due to purchase order expired.
- 9.D. [24-2386](#)  
Maxim Healthcare Services - PO #7044-0001 SERV, this purchase order is decreasing in the amount of \$16,836.86 and closing due to purchase order expired.
- 9.E. [24-2387](#)  
Linde Gas & Equipment - PO #6450-0001 SERV, this purchase order is decreasing in the amount of \$12,060.91 and closing due to purchase order expiring.
- 9.F. [24-2388](#)  
Warehouse Direct - PO #5893-0001 SERV, this purchase order is decreasing in the amount of \$21,417.76 and closing due to purchase order expired.
- 9.G. [24-2389](#)  
Ecolab, Inc. - PO #6342-0001 SERV, this purchase order is decreasing in the amount of \$16,858.01 and closing due to purchase order expired.

<b>RESULT:</b>	APPROVED THE CONSENT AGENDA
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia
<b>AYES:</b>	Childress, DeSart, Galassi, Garcia, and Schwarze
<b>ABSENT:</b>	LaPlante

10. INFORMATIONAL

10.A. [24-2390](#)

GPN 030-24 Community Services Block Grant PY25, Illinois Department of Commerce and Economic Opportunity, U.S. Department of Health and Human Services - \$1,269,609. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Kari Galassi

11. RESIDENCY WAIVERS - JANELLE CHADWICK

Shauna Berman, Assistant Administrator at the DuPage Care Center, stated there are eight male beds available and 6 female beds available. There are two offers out to DuPage County residents. Accepting these two applicants will not displace any DuPage County citizens applying for residency at the Care Center.

Out of County Residency Waiver #1

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Kari Galassi

Out of County Residency Waiver #2

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

12. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

The Care Center is experiencing another covid uptick with one unit under isolation. The covid unit is nearly full of residents testing positive or people under observation for covid protocol.

The Care Center recently completed their annual licensure survey by the Illinois Department of Public Health (IDPH). Janelle Chadwick and Anita Rajagopal are currently working on the Plan of Correction, which has to be submitted as part of the survey. For that reason, Ms. Chadwick was not able to attend the September 3, 2024 Human Services Committee meeting.

Ms. Berman gave the committee an update on the renovation at the Care Center, stating they are hoping to have the front circle drive paved today. It looks really nice from the outside.

**13. COMMUNITY SERVICES UPDATE - MARY KEATING**

Mary Keating stated that the transformational grant planning committee met last week to make the decisive review of the final round of the transformational grant. The recipients will be presented at the October 8, 2024, County Board meeting. Ms. Keating is looking forward to the report on the impact of the grants thus far that will accompany the new grant distribution. Ms. Keating noted that everyone may be impressed by the number of people services, innovative programs, and partnerships that have come out of this grant.

The letters of intent were due for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) funding. Community Development received 24 letters of intent from municipalities and units of government for applications pertaining to neighborhood investments. Ms. Keating anticipates being able to fund five to six projects.

The department also received 19 letters of intent for public services coming from nonprofit agencies. Likewise, they anticipate maybe five of these will receive funding.

Townships received an enormous amount of funding from the county in the last four years due to having ARPA funds. The distribution of the CDBG funds will not be as plentiful or flexible moving forward. The mayors, village managers and township officials have been made aware that they should not expect the same volume of funding.

Each letter of intent will be reviewed by staff. If the agency meets the basic eligibility criteria, the applicant will be invited to complete a full application, which will garner more extensive staff review.

The goal is to present the recommendations at the December 3rd CDC Executive Committee meeting. The recommendations will then come through Human Services and County Board in early 2025.

Ms. Keating answered questions from the committee, explaining the number one factor in the neighborhood investments projects will be the percentage of residents that are low or moderate income in the area that will be benefiting. Chair Schwarze commented that you may have the town/village, township, or park district all asking for funding, to which Ms. Keating reminded all that it is the residents' income level that will determine who gets funding, not the type of government entity. Ms. Keating stated that the neighborhood investments include street improvement, streetlights, park improvements, and storm sewer upgrades.

The CDBG is a direct federal government entitlement in the approximate amount of \$3.6M annually, allocated to about 20% planning & administrative, 15% public services, and the remainder for capital expenses. They try to split the funds 50/50 between neighborhood investment (infrastructure by local governments) and facilities from nonprofit organizations.

**14. OLD BUSINESS**

No old business was discussed.

**15. NEW BUSINESS**

No new business was discussed.

**16. ADJOURNMENT**

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Michael Childress
<b>SECONDER:</b>	Dawn DeSart