



DU PAGE COUNTY

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

Human Services

Final Summary

Tuesday, May 2, 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

Also attending the meeting were County Board Member Yeena Yoo, Assistant State's Attorneys Conor McCarthy and Renee Zerante, Chief Administrative Officer Nick Kottmeyer, Chief Policy and Program Officer Sheryl Markay, Chief Communications Officer Joan Olson, Public Information Officer Evan Shields, Chief Financial Officer Jeffrey Martynowicz, Deputy Chief Financial Officer MaryCatherine Wells, Senior Accountant Gerald Smith, Accountant Keith Jorstad, Buyer Nickon Etminan, Administrative Assistant Katrina Holman, Community Services Administrator Natasha Belli, Community Services Director Mary Keating, Administrator of the DuPage Care Center, Janelle Chadwick (remote), and Jan Kay of the League of Women Voters.

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

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze stated that he participated in a lengthy meeting last week with Vice Chair Garcia, Mary Keating, and DuPage Foundation staff to review the grant requests for the immediate transformational grants. Thirty-seven applicants submitted applications totaling \$3.8M for availability of less than \$1.5M in grant funding. Twenty-two organizations were then invited to complete a full proposal, assigning a one-month application deadline. Chair Schwarze thanked Mary Keating, Paula Garcia, and the DuPage Foundation for their hard work. Giving DuPage Days began May 1st and runs through May 5th. There are approximately 98 charitable organizations enlisted that help provide food, create housing solutions, provide educational literacy programs, serve our local senior citizens with medical and healthcare support, empower people with disabilities, offer programs for young teens and children, support the military, veterans, and families, and aid pets and shelter animals. More information is available at givingdupage.org. There is also a post on the DuPage County website for sharing. The Dupage Care Center Foundation's 19th Annual Golf Outing is approaching on June 16 at Prairie Landing Golf Club in West Chicago. Registration is available through June 9th. Golf and lunch will begin at 12:00 p.m. Individuals can also attend the dinner only at 6:00 p.m. for \$50.

5. APPROVAL OF MINUTES

5.A. [23-1683](#)

Human Services Committee - Regular Meeting - Tuesday, April 18, 2023

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

6. COMMUNITY SERVICES - MARY KEATING

6.A. [FI-R-0122-23](#)

Acceptance and Appropriation of the Illinois Home Weatherization Assistance Program Department of Energy (DOE) - Bipartisan Infrastructure Law (BIL) Grant FY23 Inter-Governmental Agreement No. 23-461028 Company 5000 - Accounting Unit 1400 \$1,074,098 (Community Services)

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

6.B. [FI-R-0120-23](#)

Acceptance and Appropriation of Additional Funding for the Illinois Department of Human Services (IDHS) Homeless Prevention Grant PY23 Agreement No. FCSBH00172 Company 5000 - Accounting Unit 1760 \$40,000 (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

7. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING

7.A. [23-1684](#)

Recommendation for Approval of a 3rd Modification, 2nd Time Extension of a Community Development Block Grant Agreement (CDBG) between DuPage County and Kenneth Moy DuPage Care Center, Project Number CD21-06 – Window Replacement, South Wing, Water Heater - extending the Project Completion Date through August 31, 2023.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi
AYES:	Childress, Galassi, Garcia, LaPlante, and Schwarze
ABSENT:	DeSart

8. DUPAGE CARE CENTER - JANELLE CHADWICK

8.A. [FI-R-0121-23](#)

Acceptance and Appropriation of the DuPage Care Center Foundation Music Therapy Grant FY22, Company 5000 - Accounting Unit 2120, \$55,332. (DuPage Care Center)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

8.B. [HS-P-0056-23](#)

Recommendation for the approval of a contract purchase order to Medline Industries, Inc., to furnish and deliver Spectra 1000 UV Disinfection Device Systems, for the DuPage Care Center, for the period of May 10, 2023 through November 30, 2023, for a contract total not to exceed \$75,000. Contract pursuant to the Intergovernmental Cooperation Act, OMNIA Partners Cooperative Contract #2021003157. (ARPA2 Funded)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

8.C. [23-1685](#)

Recommendation for the approval of a contract purchase order to Verathon, Inc., for Bladder scanners, mobile carts, printers and Phantom scanner, for the DuPage Care Center, for the period of May 2, 2023 through November 30, 2023, in the amount of \$22,768.10, per GSA Advantage Contract #V797D-50352. (Partial ARPA funded)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi
AYES:	Childress, Galassi, Garcia, LaPlante, and Schwarze
ABSENT:	DeSart

9. **BUDGET TRANSFERS**

9.A. [23-1686](#)

Budget Transfer to transfer funds from the indirect cost reimbursement (1200-2020/53829) to the software licenses and software maintenance agreements (1200-2020/53806 and 1200-2020/53807) to cover Adobe, Network, and ERP charges - FY23 \$141,745. (DuPage Care Center)

County Board member Yeena Yoo asked about the 53806 and 53807 budget lines starting with a zero balance. Jeffrey Martynowicz replied that IT pays for all the software licenses and the ERP network during the year. Finance budgets the indirect costs line to cover the costs of software licenses and the ERP network, and moves the funds to the correct budget line to submit payments as indicated by IT.

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Michael Childress

10. **RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

11. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick, Administrator of the DuPage Care Center, stated they are on covid outbreak status, but they do not have any units on quarantine. The Care Center is still having periodic cases that cause them to go in and out of outbreak status.

Ms. Chadwick gave an update on the renovation, stating they are reviewing products and continually looking at cost efficiencies and reduced-price products, trying to get the most out of the funds they have. She hopes to bring products forward in the future to show the committee. The Care Center receives reimbursement by the Centers for Medicare and Medicaid Services (CMS) and state partners, based on their quality performance. As a 5-star facility, the Care Center is receiving \$150,000 on a quarterly basis for their quality rating. The metrics used to determine their rating are partly derived by looking at their staffing and turnover, information available by requiring the facility to report their payroll to CMS via the Payroll Based Journal (PBJ) system. Ms. Chadwick added this is the accolade for the entire team at the Care Center and their focus on quality. Chair Schwarze asked if the quarterly reimbursement is figured into the Care Center's annual budget to which Ms. Chadwick replied that it is not because the quarterly rating is subject to change and not money they are expecting.

12. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating followed-up on the April 18 Human Services Committee meeting, stating she is working with Finance and the State's Attorney on a resolution and a sample agreement regarding the small non-profit agencies' funding. She stated there will not be any items to approve today, rather a consensus among the committee to determine what should be brought to Finance for approval next week.

Ms. Keating clarified that the small non-profit funding is not funded out of ARPA but funded under ARPA interest. The ARPA guidelines do not apply but the restrictions on what the County can do as a non-home rule community do apply to these funds, and determines the eligibility of what the County can do. A grant from government funds is not a donation to an organization, rather it is a contract, with expectation for performance of a service, and that service can only be something the County would be authorized to do on its own. Assistant State's Attorney, Conor McCarthy and Mary produced eligibility criteria that are services they were confident the County has statutory authority to support. These categories are economic development including literacy and job readiness, education and mentoring, housing & shelter, mental health services, substance abuse disorder treatment, and food assistance. If they open the category 'other', they may very well be inundated with applications for categories the County cannot fund.

Ms. Keating continued, stating this was proposed as a human services grant, in line with the Human Services Grant Fund (HSGF), not a broad non-profit grant encompassing the arts, environment, or animal services. It is ultimately a County Board decision if they want to expand the categories. It would then need to be vetted by the State's Attorney to identify what the County could do under those categories. Different questions would have to be asked on the application. Chair Schwarze asked the committee for input. Members LaPlante, Galassi, Childress, and Yoo expressed their support of Mary's judgement. Chair Schwarze summarized there was a consensus from the committee regarding the direction they would go. Ms. Keating stated she would remove 'other' category on the application portal and leave the categories she and ASA McCarthy defined as the criteria for applications.

Mary advocated for a sixty-day window to give the members the opportunity to get information out to their networks, allow time to do outreach to nonprofits, and allow small agencies, maybe without grant writers, ample time to complete the application. She added the department has several contact lists they can send email blasts to also.

County Board member Yoo asked for clarification of the term 'program'. Does it have to be a program, can it be a purpose of the organization, or does it have to say program? Ms. Keating replied that the application asks for a description including mission, history, and service areas. Since we are contracting for a service, there must be specific description of the service they are providing. Ms. Keating offered to change the verbiage to read "Please describe the service to be provided using county funds".

Mary added that staff will geocode applicant agencies' addresses to determine the County Board district in which they are located. However, because agencies' service areas may overlap between districts, there will likely need to be discussions between districts and ultimately be up to the members of each district to decide how the funding is divided..

Conor McCarthy added that the members can divide the funding how they would like to but he would like the district to submit a unanimous report to the County Board. That way there is a legislative component to it. For legal purposes there is a reason for that rationale.

Member Galassi asked about if an organization is a division of a larger organization, how will the under \$300,000 annual threshold be determined? Mary replied that it will depend on how the organization files their annual IL 990. The most recently filed IL 990 will be the determining amount in case an agency fluctuates under/over the \$300,000 annual threshold.

Mary concluded, stating the goal is to have a resolution and sample agreement for the non-profits brought to Finance next week. Ms. Keating will make any necessary adjustments to the agreement and portal after next weeks' meetings and then more accurately project a date to open the application portal.

13. OLD BUSINESS

No old business was discussed.

14. NEW BUSINESS

No new business was discussed.

15. ADJOURNMENT

Motion to Adjourn

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Michael Childress