



# DU PAGE COUNTY

## Human Services

### Final Summary

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

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**Tuesday, January 7, 2025**

**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 members present: Member Saba Haider, Member Sheila Rutledge, and Member Yeena Yoo.

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Renee Zerante (State's Attorney Office), DeAndre Redd (Contracting Equity Administrator), Mary Catherine Wells, Keith Jorstad, and Tabassum Haleem (Finance), Donna Weidman (Procurement), Natasha Belli, Julie Hamlin, and Gina Strafford-Ahmed, (Community Services Administrators), Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of the DuPage Care Center).

<b>PRESENT</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze
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**3. PUBLIC COMMENT**

No public comments were offered.

**4. CHAIR REMARKS - CHAIR SCHWARZE**

Chair Schwarze wished all a Happy New Year and welcomed returning and new members.

**5. APPROVAL OF MINUTES**

5.A. [25-0168](#)

Human Services Committee - Regular Meeting - Tuesday, December 3, 2024

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

6. COMMUNITY SERVICES - MARY KEATING

6.A. [FI-R-0005-25](#)

Authorizing execution for PY25 of an Intergovernmental Agreement between Pace Suburban Bus and DuPage County Community Services for the Senior Transportation Grant Program in the amount of \$181,772. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Dawn DeSart
<b>SECONDER:</b>	Paula Garcia

6.B. [FI-R-0006-25](#)

Authorizing execution for PY25 of an Intergovernmental Agreement between Pace Suburban Bus and DuPage County Community Services for the Paratransit Transportation Grant Program in the amount of \$690,000. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Dawn DeSart

6.C. [HS-R-0001-25](#)

Acceptance of an extension of time through June 30, 2027 for the Illinois Department of Commerce and Economic Opportunity, the Home Weatherization Assistance Program DOE BIL Grant FY23, Inter-Governmental Agreement No. 23-461028, Company 5000 - Accounting Unit 1400. (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

6.D. [HS-P-0002-25](#)

Recommendation for the approval of a contract purchase order to Family Shelter Service, to provide advocacy services to victims of domestic violence, for the period of December 1, 2024 through November 30, 2025, for a contract total amount not to exceed \$85,000. Other professional services not subject to competitive bidding per 55 ILCS 5/5-1022(c). Vendor selected pursuant to DuPage County Procurement Ordinance 2-353(1)(b). (Community Services)

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

6.E. [25-0169](#)

Recommendation for approval of a purchase order to WellSky Corporation, for the implementation, use, and professional services to support the move to Connect 211 resource database for the period of November 1, 2024 through October 31, 2025, for a contract total not to exceed \$15,869.17. Per 55 ILCS 5/5-1022(c) not suitable for competitive bids. Sole Source for HMIS and 211 compliant software. Grant funded 1100-1215-COVID-19\_INT. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Kari Galassi
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

7. **COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING**

7.A. [25-0170](#)

Recommendation for a second time extension to a Community Development Block Grant Memorandum of Understanding with the DuPage County Department of Community Services, Single Family Rehabilitation Program, Project Number CD23-SFR, extending the time period covered by the MOU through May 31, 2025.

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Cynthia Cronin Cahill
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8. **DUPAGE CARE CENTER - JANELLE CHADWICK**

8.A. [FI-R-0002-25](#)

Acceptance and appropriation of the DuPage Care Center Foundation - Foundation Coordinator Grant PY25, Company 5000 - Accounting Unit 2120, from December 1, 2024 through November 30, 2025, in the amount of \$31,192. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Cynthia Cronin Cahill
<b>SECONDER:</b>	Lynn LaPlante

8.B. [FI-R-0003-25](#)

Acceptance and appropriation of the DuPage Care Center Foundation - Music Therapy Grant PY25, Company 5000 - Accounting Unit 2120, from January 12, 2025 through December 31, 2025, in the amount of \$60,462. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Cynthia Cronin Cahill

8.C. [FI-R-0004-25](#)

Acceptance and appropriation of the DuPage Care Center Foundation Recreation Therapy Grant PY25, Company 5000 - Accounting Unit 2120, from December 1, 2024 through November 30, 2025, in the amount of \$29,435. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

8.D. [HS-R-0002-25](#)

Acceptance of an extension of the DuPage Care Center Foundation - Foundation Coordinator Grant PY24, through December 31, 2024, Company 5000 - Accounting Unit 2120. (DuPage Care Center)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

8.E. [HS-P-0003-25](#)

Recommendation for the approval of a contract purchase order issued to Performance Foodservice Chicago, for secondary food and supplies, for the DuPage Care Center, for the period March 1, 2025 through February 28, 2026, for a contract total not to exceed \$55,000. Per bid renewal #23-020-DCC, second of three one-year optional renewals.

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

**9. BUDGET TRANSFERS**

9.A. [25-0171](#)

Transfer of funds from account no. 1200-2000-53828 (Contingencies) to account no. 1200-2040-54110 (Equipment and Machinery) in the amount of \$260,090 to allow for the purchase of Aseptic Barrier Washers for Laundry for the DuPage Care Center

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

9.B. [25-0172](#)

Transfer of funds from account no. 1000-1750-50000 (regular salaries) to account no. 1000-1640-50040 (part-time help) in the amount of \$203, to cover the deficits in the Family Center General Fund's part-time help line. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

9.C. [25-0173](#)

Transfer of funds from account nos. 1000-1640-50010 (overtime), 1000-1640-52280 (cleaning supplies), 1000-1640-52090 (other professional services), 1000-1640-53300 (repair and maintenance facilities), 1000-1640-53500 (mileage), 1000-1640-53800 (printing), 1000-1640-52200 (operating supplies), 1000-1640-53600 (dues and memberships), 1000-1640-53610 (instruction and schooling), and 1000-1640-53804 (postage), to account no. 1000-1640-50040 (part-time help) in the amount of \$6,431, to cover the unanticipated deficits in the part-time help line for the Family Center. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill

**10. TRAVEL**

10.A. [25-0174](#)

Weatherization Supervisor to attend the National Home Performance Conference in New Orleans, LA from April 6, 2025 through April 10, 2025. Expenses to include registration, materials, transportation, lodging, and per diems, for approximate total of \$3440. Weatherization grant funded. (Community Services)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Cynthia Cronin Cahill
<b>AYES:</b>	Cronin Cahill, DeSart, Galassi, Garcia, LaPlante, and Schwarze

10.B. [25-0175](#)

HMIS Manager to attend the National Human Services Data Consortium (NHSDC) in New Orleans, Louisiana from April 27, 2025 through May 1, 2025. Expenses to include registration, transportation, lodging, and per diems, for approximate total of \$2875. Grant funded. (Community Services)

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

**11. RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

**12. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**

Janelle Chadwick, Administrator of the DuPage Care Center, stated she was able to observe recipients of the Christmas Adopt a Resident event. It was moving to see the appreciation of the residents as they opened gifts. The 2N residents performed the 12 Days of Christmas with individual residents being assigned a specific day.

The Care Center is currently not in outbreak status. Member Rutledge asked about the norovirus. Ms. Chadwick replied that there was an outbreak at the Care Center, restricted to one unit. The rhinovirus has been the most symptomatic and severe, even causing some hospitalizations.

Ms. Chadwick gave an update on the renovation of the Care Center, stating they just submitted the 90% completion document for the 3N unit to the Illinois Department of Public Health (IDPH). The same should be expected from the 3C unit within a couple of weeks. They will expect a visit from IDPH shortly after to inspect the areas for occupancy.

There will be about 60 residents moved from various locations. The 16-bed dementia unit will

return to their dementia unit. Tamper resistant electrical outlets were installed throughout the dementia unit. Ms. Chadwick added this unit is one of the best transformations thus far at the Care Center and recommended the committee members tour the unit before the residents return.

### 13. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, followed up on a previous statement regarding the need at the Family Center for counseling services for the families. They met with the Health Department to establish a referral process to integrate services. Thus far the process is going well, and the families appreciate the additional support services.

Ms. Keating talked about the remaining ERA2 funding, (Emergency Rent Assistance 2) stating that in 2021-2022, the county received \$50M in rent assistance funding. At the time DuPage County entered into an agreement with the Illinois Housing Development Authority (IHDA) because the state had already implemented a statewide program. IHDA spent \$40-\$41M of the funds. Leftover funding was worked into a program that Community Services will oversee. They launched the program but are not doing a public launch as about 40% of the Information & Referral and 211 call lines are already seeking rent assistance. Community Services reached out to their community partners; Outreach Community Services, People's Resource Center, Loaves and Fishes, Catholic Charities, and the Veterans Assistance Commission (VAC) with the funding availability. The assistance covers rent arrears, a few months' rent, and security deposits but not moving expenses, with households averaging about \$5600 each. Ms. Keating attributed the high numbers of rent assistance requests to stagnant wages and increasing rents. 42% of all renters spend more than 30% of their income on rent and 22% spend more than half of their income on rent.

The funding needs to be spent before the end of 2025, which Ms. Keating feels will not be a problem. This funding is separate from funding available for individuals in eviction court. IHDA continues to run a separate program for individuals in eviction court.

The Adult Protective Services (APS) staff completed 99 intakes in November 2024. The department is looking at the potential for additional staffing to handle the increased case load. Ms. Keating expressed her appreciation to ShaTonya Herring and her extraordinary staff, performing some of the most difficult work within Community Services.

The 211-accreditation application has been submitted, documenting the department is compliant with the national requirements for 211. They are awaiting notification of approval from the state.

The Annual Homeless Point in Time Count, will be held nationally on January 29 - January 30, commencing at 10:00 p.m. HUD mandates the local continuum of care does a one-night count for both sheltered and unsheltered homeless. Lisa Snipes, the Continuum of Care (CoC) Coordinator does an amazing job with the CoC committee putting this all together. If interested in volunteering or just seeking more information, Lisa Snipes would be able to assist. HUD recently released the point in time numbers from the 2023-24 count, noting a 30% national increase in the homeless population.

**14. OLD BUSINESS**

Committee member Galassi asked about the member initiative program, do we know the timeframe of the program(s) and will they overlap?

Nick Kottmeyer replied there is \$1,050,000 reserved from ARPA Interests and the small grant program. They anticipate the portal for the small grants program will go live the second half of January and remain open for 60 days. The vetting process will be next followed by the presentation of the award recipients at a Human Services Committee meeting. The allocations per district are \$175,000 and will remain under \$25,000 per agency to keep approvals at the Human Services Committee level.

Questioned about outreach, Mr. Kottmeyer stated that staff will post to the portal, send out notifications, and schedule webinars. Member Galassi requested specific memos be available to send to constituents and to the mayors/managers groups.

Mr. Kottmeyer concluded that if the portal closes March 15, 2025, the necessary vetting timeframe and the State’s Attorney reviews will push the funding release to May or June 2025.

**15. NEW BUSINESS**

No new business was discussed.

**16. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:05 a.m.

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