



# DU PAGE COUNTY

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

## Human Services

### Final Summary

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**Tuesday, February 3, 2026**

**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

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Paul Bruckner, Lisa Smith, and Renee Zerante (State's Attorney Office), Mark Thomas, Rob Quigley, and Catherine Figlewski through 9:45 AM (Facilities Management), Steve Travia through 9:45 AM (Transportation), Keith Jorstad (Finance), Valerie Calvente (Procurement), Natasha Belli, Julie Hamlin, and Gina Strafford-Ahmed (Community Services), Mary Keating (Director of Community Services), and Janelle Chadwick (Administrator of the DuPage Care Center), remote.

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

Jeni Fabian, the Chief Executive Officer at the People's Resource Center (PRC), spoke regarding the County's plans to address food insecurity and how the food pantries may be involved.

**4. CHAIR REMARKS - CHAIR SCHWARZE**

The DuPage Care Center Valentine Balloon fundraiser to benefit Care Center residents is happening now and ongoing. Balloon donations will be accepted until February 11 by going online at the Care Center Foundation's website to donate. Balloon delivery will be on February 13. Everyone is welcome to attend and hand out balloons.

Member Galassi commented on Jeni Fabian's comments, noting she has relayed all phone conversations with Jeni to Chair Schwarze and hopes Jeni is confident that she is advocating for the PRC. She added conversations with other pantries in District 3 echo Jeni's message. Member LaPlante stated she met with PRC and listened to their concerns and feels the message needs to be addressed. The County needs to move in a spirit of full transparency when making budget decisions and decisions are voted on by the County Board before announcements are made. She would like to see more open communication and a more formalized process that people can go through in terms of securing funding to address food insecurity.

**5. APPROVAL OF MINUTES**

5.A. [26-0550](#)

Human Services Committee - Regular Meeting - Tuesday, January 20, 2026

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Kari Galassi

**6. COMMUNITY SERVICES - MARY KEATING**

6.A. [HS-P-0005-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Catholic Charities, to provide shelter, case management, and financial assistance to situationally homeless residents and at-risk of homelessness residents of DuPage County, for the period of January 1, 2026 through March 31, 2027, in the amount of \$58,000; under the Community Services Block Grant. Grant funded. (Community Services)

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

6.B. [HS-P-0006-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with The GardenWorks Project, to plan, build, promote, and sustain community gardens in DuPage County, for Community Services, for the period of January 1, 2026 through December 31, 2026, in the amount of \$55,000; under the Community Services Block Grant. Grant funded. (Community Services)

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

6.C. [HS-P-0007-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with H.O.M.E. DuPage, Inc., to provide financial literacy counseling, budget and credit counseling, credit repair and financial literacy workshops to low income residents in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$84,728; under the Community Services Block Grant. Grant funded. (Community Services)

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

6.D. [HS-P-0008-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Outreach Community Services, Inc., to provide case management, counseling, job training/readiness, work experience, transportation, and GED assistance to low income youth residing in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$115,000, under the Community Services Block Grant. Grant funded. (Community Services)

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

6.E. [HS-P-0009-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with Teen Parent Connection, to provide car seats, booster seats, diapers, formula, wipes, and car seat safety training to low income residents of DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$40,000; under the Community Services Block Grant. Grant funded. (Community Services)

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

6.F. [HS-P-0010-26](#)

Recommendation for the approval of a contract purchase order to enter into a sub-grantee agreement with 360 Youth Services, to provide case management, housing, job coaching/preparedness, transportation, educational services, and GED coaching to homeless youth and young adults in DuPage County, for Community Services, for the period of January 1, 2026 through March 31, 2027, for a contract total not to exceed \$55,242; under the Community Services Block Grant. Grant funded.(Community Services)

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

6.G. [HS-P-0011-26](#)

Recommendation for a the approval of a contract purchase order issued to C4 Innovations, LLC, to provide Continuum of Care Coordinate Entry System Evaluation, for Community Services, for the period of March 1, 2026 through March 1, 2027, in the amount of \$53,800; per RFP #25-112-CS. (Community Services)

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

6.H. [26-0551](#)

Recommendation for the approval of a contract purchase order to enter into an agreement with Environmental Consulting Group, Inc., to provide asbestos testing for single family homes for the Weatherization Program and Single Family Rehab grants in DuPage County, for Community Services, for the period of March 11, 2026 through March 10, 2027, for a contract total not to exceed \$22,925; per bid 25-021-WEX, first of three optional renewals. 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

6.I. [FI-R-0033-26](#)

Additional appropriation for the Illinois Home Weatherization Assistance Program, Department of Energy (DOE) Grant PY26, Inter-Governmental Agreement No. 25-401028, Company 5000 - Accounting Unit 1400, from \$638,116 to \$900,819 (an increase of \$262,703). (Community Services)

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

6.J. [FI-R-0034-26](#)

Additional appropriation for the Illinois Home Weatherization Assistance Program HHS Grant PY26, Inter-Governmental Agreement No. 25-221028, Company 5000 - Accounting Unit 1430, from \$974,465 to \$1,232,976 (an increase of \$258,511). (Community Services)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Paula Garcia
<b>SECONDER:</b>	Lynn LaPlante

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

7.A. [HS-P-0012-26](#)

Recommendation for the approval of a contract purchase order to Excel Electric, for upgrades to the North generator at the DuPage Care Center, for the period of February 11, 2026 through June 30, 2027, for a contract total not to exceed \$681,835; per bid #26-001-DCC.

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

7.B. [HS-P-0013-26](#)

Recommendation for the approval of a contract purchase order to Performance Foodservice Chicago, for secondary food and supplies, for the DuPage Care Center and cafes on County Campus, for the period of March 1, 2026 through February 28, 2027, for a contract total not to exceed \$59,000; under bid renewal #23-020-DCC, third and final optional renewal.

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

7.C. [HS-P-0014-26](#)

Recommendation for the approval of a contract purchase order to Shift4 Payments, LLC, for Point of Sale System subscription and fees for credit card payments for DuPage Care Center and cafes on County Campus cafe sales, for the period March 1, 2026 through February 28, 2027, for a total contract not to exceed \$42,890.50, under renewal of RFP #23-002-DCC, final option to renew.

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

7.D. [26-0552](#)

Recommendation for the approval of a contract purchase order to Equipment International, Ltd., for laundry equipment repair services and parts, as needed, for the DuPage Care Center, for the period of March 1, 2026 through February 28, 2027, for a contract total amount not to exceed \$23,750; per renewal of bid #24-014-DCC, second of three one-year optional renewals.

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

**8. BUDGET TRANSFERS**

Motion to Combine Items

Member Cahill moved and Member Galassi seconded the motion to combine items 8.A. through 8.C and then items 8.D. through 8.N. for two separate votes. The motions were approved on voice votes, all "ayes".

8.A. [26-0553](#)

Transfer of funds from account no. 5000-1650-50000 (regular salaries) to account no. 5000-1650-50010 (overtime) in the amount of \$994 to cover the shortage in the overtime budget with the Community Services Block Grant (CSBG) budget for FY25. (Community Services)

8.B. [26-0554](#)

Transfer of funds from account no. 5000-1480-50000 (regular salaries) to account no. 5000-1480-51000 (benefit payments) in the amount of \$3,500 for the Homeless Management Information System Grant (HMIS), to account for compensated absences recorded in FY25, unforeseen at the time of the original budget. (Community Services)

8.C. [26-0555](#)

Transfer of funds from account no. 5000-1760-50000 (regular salaries) to account no. 5000-1760-51000 (benefit payments) in the amount of \$1,331 for the Illinois Department of Human Services (IDHS) Supportive Housing Grant, to cover the shortage for benefit payments for FY25, not originally set up in the original grant budget. (Community Services)

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

8.D. [26-0556](#)

Transfer of funds from account nos. 1200-2000-50080 (salary and wage adjustments) and 1200-2000-53828 (contingencies) to account nos. 1200-2000-50000 (regular salaries), 1200-2000-50040 (part-time help), 1200-2000-51000 (benefit payments), 1200-2000-51040 (employee medical and hospital insurance), 1200-2000-50010 (overtime), and 1200-2000-51030 (employer share social security) in the amount of \$89,700 to balance the Administration Payroll in FY25. (DuPage Care Center)

- 8.E. [26-0557](#)  
Transfer of funds from account nos. 1200-2100-50080 (salary and wage adjustments), 1200-2100-50000 (regular salaries), and 1200-2100-50040 (part-time help) to account nos., 1200-2100-51000 (benefit payments), 1200-2100-51040 (employee medical and hospital insurance), and 1200-2100-51070 (tuition reimbursement) in the amount of \$34,500 to balance the payroll budgets for the 421 building cafeteria in FY25. (DuPage Care Center)
- 8.F. [26-0558](#)  
Transfer of funds from account nos. 1200-2025-50040 (part-time help), 1200-2025-50080 (salary and wage adjustments), and 1200-2000-53828 (contingencies) to account nos. 1200-2025-50000 (regular salaries), 1200-2025-50010 (overtime), 1200-2025-51000 (benefit payments), and 1200-2025-51040 (employee medical and hospital insurance), in the amount of \$206,500 to balance the budget lines in Dining Services in FY25. (DuPage Care Center)
- 8.G. [26-0559](#)  
Transfer of funds from account nos. 1200-2010-50080 (salary and wage adjustments) and 1200-2010-53818 (refunds and forfeitures) to account nos. 1200-2010-50000 (regular salaries), 1200-2010-51000 (benefit payments), 1200-2010-51010 (employer share I.M.R.F.), and 1200-2010-51030 (employer share social security) in the amount of \$52,100 to balance the budget lines in Financial Services in FY25. (DuPage Care Center)
- 8.H. [26-0560](#)  
Transfer of funds from account no. 1200-2085-50080 (salary and wage adjustments) to account nos. 1200-2085-50010 (overtime), 1200-2085-50040 (part-time help), and 1200-2085-51040 (employee medical and hospital insurance), in the amount of \$7,500 to balance the budget lines in the Inpatient Pharmacy in FY25. (DuPage Care Center)
- 8.I. [26-0561](#)  
Transfer of funds from account nos. 1200-2030-50080 (salary and wage adjustments), 1200-2030-50010 (overtime), and 1200-2000-53818 (contingencies) to account nos. 1200-2030-50000 (regular salaries), and 1200-2030-51040 (employee medical and hospital insurance) in the amount of \$61,500 to balance the budget lines in Laundry Services in FY25. (DuPage Care Center)
- 8.J. [26-0562](#)  
Transfer of funds from account nos. 1200-2050-50080 (salary and wage adjustments), 1200-2050-50000 (regular salaries), 1200-2050-50040 (part-time help), and 1200-2050-50050 (temporary salaries) to account nos. 1200-2050-50010 (overtime), 1200-2050-50020 (holiday pay), 1200-2050-51000 (benefit payments), 1200-2050-51040 (employee medical and hospital insurance), and 1200-2050-51070 (tuition reimbursement) in the amount of \$939,500 to balance the budget lines in Nursing Services in FY25. (DuPage Care Center)

8.K. [26-0563](#)

Transfer of funds from account no. 1200-2065-50000 (regular salaries) to account nos. 1200-2065-50010 (overtime) and 1200-2065-51040 (employee medical and hospital insurance), in the amount of \$40,400 to balance the budget lines in Recreation Activities in FY25. (DuPage Care Center)

8.L. [26-0564](#)

Transfer of funds from account nos. 1200-2060-50080 (salary and wage adjustments) and 1200-2060-50000 (regular salaries) to account nos. 1200-2060-51000 (benefit payments), 1200-2060-51040 (employee medical and hospital insurance) and 1200-2060-50010 (overtime) in the amount of \$43,000 to balance the budget lines in Rehabilitation and Therapy Services in FY25. (DuPage Care Center)

8.M. [26-0565](#)

Transfer of funds from account no. 1200-2070-50080 (salary and wage adjustments) to account nos. 1200-2070-50000 (regular salaries), 1200-2070-51000 (benefit payments), and 1200-2070-51010 (employer share I.M.R.F.), in the amount of \$15,400 to balance the budget lines in Social Services in FY25. (DuPage Care Center)

8.N. [26-0566](#)

Transfer of funds from account nos. 1200-2080-50080 (salary and wage adjustments), 1200-2080-50010 (overtime), and 1200-2000-53828 (contingencies) to account nos. 1200-2080-50000 (regular salaries), 1200-2080-51000 (benefit payments), and 1200-2080-51040 (employee medical and hospital insurance), in the amount of \$25,500 to balance the budget lines in Volunteer Services in FY25. (DuPage Care Center)

Janelle Chadwick, Administrator of the DuPage Care Center, explained that the volume of budget transfers for the Care Center is the result of the Care Center budgeting their Cost of Living Adjustment (COLA) on a separate line item. They have 13 departments that have labor, requiring that the COLA budget line needs to be moved to all the different categories at the end of the year. Also attributing more of a shift of funds is that they allocated 2% to the COLA line and had to adjust to the COLA being at 3%.

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

9. TRAVEL

9.A. [26-0567](#)

Community Services Manager to attend the National Human Services Data Consortium in Albuquerque, New Mexico, from April 12, 2026 through April 16, 2026. Expenses to include registration, lodging, transportation, and per diems for approximate cost of \$2,893. Grant funded. (Community Services)

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

10. CONSENT ITEMS

Motion to Combine Items

Member Garcia moved and Member Galassi seconded a motion to combine items 10. A. through 10.D. The motion was approved on voice vote, all "ayes".

10.A. [26-0568](#)

Benevate Inc. DBA Neighborly Software, Contract 6495-0001-SERV - This Purchase Order is decreasing in the amount of \$33,000 and closing due to Purchase Order has expired. (Community Services)

10.B. [26-0569](#)

Healthy Air Heating and Air, Inc., Contract 6727-0001-SERV - This Purchase Order is decreasing in the amount of \$123,359.11 and closing due to Purchase Order has expired. (Community Services)

10.C. [26-0570](#)

Healthy Air Heating and Air, Inc., Contract 6791-0001-SERV - This Purchase Order is decreasing in the amount of \$38,150.39 and closing due to Purchase Order has expired. (Community Services)

10.D. [26-0571](#)

Healthy Air Heating and Air, Inc., Contract 6792-0001-SERV - This Purchase Order is decreasing in the amount of \$24,037.59 and closing due to Purchase Order has expired. (Community Services)

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

**11. INFORMATIONAL**

Motion to Combine Items

Member Galassi moved and Member Garcia seconded a motion to combine items 11.A. through 11.C. The motion was approved on voice vote, all "ayes".

11.A. [26-0572](#)

GPN 004-26 Community Development Block Grant (CDBG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$3,703,858. (Community Services)

11.B. [26-0573](#)

GPN 005-26 HOME Investment Partnerships Program PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$1,570,831. (Community Services)

11.C. [26-0574](#)

GPN 006-26 Emergency Solutions Grant (ESG) PY26, United States Department of Housing and Urban Development (HUD), Community Development, in the amount of \$286,929. (Community Services)

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

**12. RESIDENCY WAIVERS - JANELLE CHADWICK**

No residency waivers were offered.

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

The Care Center currently has one unit on isolation due to influenza A, down from two units since the January 20th Human Services Committee meeting.

The Care Center had their architecture survey for 2 North, 2 South, and 2 Center. There was a different architecture surveyor than with the prior units. This surveyor seems to be holding the Care Center to a standard that is above the skilled nursing facilities. For example, red outlets in the rooms are being referred to as critical care outlets. The Care Center has outlets that connect to the generator in the hallways but the surveyor required that the critical care outlets must be in the residents' rooms also.

Additionally, the surveyor wanted the cabinetry in the residents' rooms to be flush with the ceiling which required staff to add two inches to the top of the cabinetry. This contradicted

previous surveys. They are complying but disputing the requests. The surveyors are consulting with their supervisor who is out until February 5th. Ms. Chadwick is concerned that the next Life Safety Code Survey will have a different surveyor and different requests. Another concern is if there is a federal government shutdown, the whole process will stop. The Facilities Management team and Wight Construction worked very hard to complete the additions to the cabinetry in 48 hours. Asked about additional cost, Janelle replied she did not have the numbers but the Care Center allocates additional funds in the contingency lines for construction funding.

#### 14. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, stated they are anxiously awaiting the house votes on the separated budget and that an answer comes soon. Joan Olson, the Chief Communications Officer, stated the House cleared a procedural hurdle on Monday night which is a good sign for re-opening. They are scheduled to start a vote Tuesday morning at 10:15 am CST.

Ms. Keating followed up on the January 20th Human Services Committee's outreach presentation by Brett Kuras, the Outreach Specialist.

She shared additional statistics for 2025 with the committee:

**The Community Services main line:**

630-407-6500, received just under 48,000 calls.

The 211-line received just under 7000 calls.

**Senior Services Unit:**

Adult Protective Services (APS) - 1041 calls

Ombudsman Program staff (advocates for long-term nursing facilities) - 369 intakes

Choices for Care (staff in hospital with individuals being released to long term care) - 12,007 screenings

Community Care Program (CCP) provides in-home services - 1800 new intakes

**Family Center:**

Mediators (divorced or parents never married) - 465 mediations

Supervised Parenting (court ordered) - 538 sessions

Neutral exchange (facilitates transfer of child from one parent to another) - 2504 exchanges

Ms. Keating stated she reached out to the Northern Illinois Food Bank (NIFB). She displayed a graph representing the number of visits per month across all DuPage agencies. The county continues to remain above the 2023 levels. The fall of 2025, particularly November spiked because of the suspension of SNAP benefits and the effects of ICE activity, with people not leaving their homes. December drops annually because a lot of pantries close between the Christmas holidays.

New registrants represent those who use Links to Feed software program.

Ms. Keating will continue to get updated information. From the NIFB.

**15. OLD BUSINESS**

Chair Schwarze stated he is proud of the Human Services Committee members for their fight against food insecurity for the last four years. He noted the ‘fight’ has taken many different forms, from the largest to the smallest food pantries. The county has allocated \$10-15M for food insecurity, completed a capital project, and worked with the DuPage Transformational Partnership Grant, which included food insecurity. Chair Conroy’s 2026 budget includes \$3M for food insecurity which does not include any potential capital.

**16. NEW BUSINESS**

No new business was discussed.

**17. ADJOURNMENT**

With no further business, the meeting was adjourned at 10:15 AM.