



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, June 6, 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 Yeena Yoo and Member Liz Chaplin

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Sheryl Markey (Chief Policy & Program Officer), Renee Zerante (State's Attorney Office), Donna Weidman (Procurement), Natasha Belli (Senior Services), Mary Keating (Director of Community Services), Janelle Chadwick (Administrator of DuPage Care Center)

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

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze, Vice Chair Garcia, and Mary Keating will meet with the DuPage Foundation on Thursday, June 15, 2023, to review the final applications for the immediate transformational grants. They should have the recipient list after the meeting.

Chair Schwarze noted for the record that Member Galassi arrived at the meeting. (9:32)

Member DeSart stated she is hearing that food pantries are receiving rotten food or food with a short shelf life. Mary Keating responded that food pantries she has spoken with confirm that the direct delivery food purchased from the \$2.75M given to food pantries to buy food directly, has been good. The nationwide problem continues to be food from retailers or donations, as those providers are holding back their food longer than they used to.

Member Garcia entered the meeting at 9:40 a.m.

5. APPROVAL OF MINUTES**5.A. [23-1994](#)**

Human Services Committee - Regular Meeting - Tuesday, May 16, 2023

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Michael Childress

6. LENGTH OF SERVICE AWARDS**6.A. Length of Service Award - Marina Vargas - 15 Years - Community Services**

Mary Keating presented a 15 Year Anniversary Award to Marina Vargas.

6.B. Length of Service Award - Kristen Roskopf - 20 Years - Community Services

Mary Keating presented a 20 Year Anniversary Award to Kristen Roskopf.

6.C. Length of Service Award - Brandy Schank - 15 Years - Community Services

Mary Keating presented a 15 Year Anniversary Award to Brandy Schank.

7. COMMUNITY SERVICES - MARY KEATING**7.A. [FI-R-0144-23](#)**

Acceptance and Appropriation of additional funding for the Low Income Home Energy Assistance Program HHS Grant FY23 Inter-Governmental Agreement No. 23-224028 Company 5000 - Accounting Unit 1420 from \$1,748,193 to \$3,291,193 (an increase of \$1,543,000). (Community Services)

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

7.B. [HS-R-0052-23](#)

Approval of Issuance of Payments by DuPage County to Energy Assistance Providers through the Low-Income Home Energy Assistance Program HHS Grant FY23 Inter-Governmental Agreement No. 23-224028 in the amount of \$1,326,980. (Community Services)

County Board Member Yoo asked about the LIHEAP items (7.A. and 7.B) on the agenda. Ms. Keating replied that first we accept the funds in the Acceptance and Appropriation, then we establish the payment level in the Issuance of Payments. The difference between the money we receive, and the payment level is what is used for salaries. She answered member questions regarding the operations of the LIHEAP program.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

8. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING**8.A. [HS-R-0053-23](#)**

Recommendation for Approval of Amendment One to the Community Development Block Grant (CDBG) Urban County Joint Agreement with the City of Wheaton Incorporating Additional Provisions as required by the U.S. Department of Housing and Urban Development CDP-23-02 Notice.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Dawn DeSart
SECONDER:	Michael Childress

8.B. [HS-R-0054-23](#)

Recommendation for Approval of Amendment One to the Community Development Block Grant (CDBG) Urban County Joint Agreement with the Village of Downers Grove Incorporating Additional Provisions as required by the U.S. Department of Housing and Urban Development CDP-23-02 Notice.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Paula Garcia

9. DUPAGE CARE CENTER - JANELLE CHADWICK**9.A. [HS-P-0057-23](#)**

Recommendation for the approval of a contract purchase order to Prescription Supply, Inc., to provide secondary pharmaceuticals (wholesale pharmaceuticals) for in-house close shop pharmacy, for the DuPage Care Center, for the period of June 19, 2023 through June 18, 2024, for a contract total not to exceed \$60,000; per bid renewal under bid #22-039-DCC, first of three one-year renewals.

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

9.B. [HS-P-0058-23](#)

Recommendation for the approval of a contract purchase order to The Standard Companies, for trash can liners, for the DuPage Care Center, for the period June 23, 2023 through June 22, 2024, for an amount not to exceed \$75,000, under bid renewal #21-036-FM, first of two (2) one (1) year optional renewals.

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

10. BUDGET TRANSFERS

10.A. [23-1995](#)

Budget Transfer to cover staffing changes including departures, unbudgeted benefits payments, and an increase to fringe benefits (from 5000-1670/5000, 51010, 51050 to 5000-1670/51000, 51030, 51040), for the Family Center's Access & Visitation Grant - \$10,181. (Community Services)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11. TRAVEL

11.A. [23-1996](#)

Community Services Administrator to attend the National Community Action Partnership 2023 Training Conference in Atlanta, Georgia, from August 21, 2023 through August 25, 2023. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), for an approximate total of \$2,876. CSBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.B. [23-1997](#)

Community Development Manager to attend the National Association for County Community & Economic Development Summer Annual Conference in Austin, Texas from July 19, 2023 through July 22, 2023. Expenses to include transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diems, for approximate total of \$1,899. CDBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.C. [23-1998](#)

Community Services Director to attend the NACCED summer meeting, NACo annual conference, and NACo Affordability Task Force in Travis County, Texas from July 19, 2023 through July 25, 2023. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diems, for approximate total of \$3,648. CDBG grant funded. (Community Services)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Kari Galassi
SECONDER:	Michael Childress

12. INFORMATIONAL

12.A. [FM-P-0069-23](#)

Recommendation for the approval of a contract to Commercial Mechanical, Inc., for the Replacement of Air Handling Units S-1 & S-2 in Room G15, S-6 in Penthouse A and S-8 in Penthouse B at the Care Center, for Facilities Management, for the period of June 13, 2023, through November 30, 2024, for a total contract amount not to exceed \$3,250,500 (\$1,900,000 CDBG Funded & \$1,350,500 ARPA Funded), per lowest responsible bid #23-056-FM. (PARTIAL ARPA ITEM)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

12.B. [FM-CO-0071-23](#)

First Amendment to Resolution FM-P-0269-22, issued to Lamp, Inc., to provide Professional Construction Manager As-Advisor services, for various construction management services to add the following capital projects to the Scope of Work, HVAC replacement work to be completed at the Care Center for air handler units S-1 (Mechanical Room 1209), S-2 (Mechanical Room 3213), and S-4 (Mechanical Room G16C) at the Care Center [ARPA Funded], and to improve the security, building code upgrades, and ADA improvements in the County Board room at the JTK building [Infrastructure funded], and to increase the contract in the amount of \$1,229,246, taking the original contract amount of \$4,865,131 and resulting in a new amended contract total amount not to exceed \$6,094,377, an increase of 25.27%. (PARTIAL ARPA ITEM)

RESULT:	ACCEPTED AND PLACED ON FILE
MOVER:	Michael Childress
SECONDER:	Kari Galassi

12.C. [23-1999](#)

Pursuant to FI-O-0056-22 and DT-R-0306B-22, Vehicle Replacement, for the DuPage Care Center, for the FY2023 - FY2024 has been issued through Midwest Transit Equipment, Inc., in the amount of \$176,600.00

A request for a motion was made by Chair Schwarze to accept and place on file. Member Galassi so moved, Member Childress seconded, ally ayes on a voice vote. Motion carried.

RESULT:	APPROVED
MOVER:	Kari Galassi
SECONDER:	Michael Childress

13. RESIDENCY WAIVERS - JANELLE CHADWICK

Janelle Chadwick, Administrator of the DuPage Care Center stated there are presently ten mail and six female beds available at the Care Center. No Dupage County residents will be displaced by accepting these individuals.

13.A. Out of County Residency Waiver One

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

13.B. Out of County Residency Waiver Two

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Dawn DeSart

14. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Ms. Chadwick expressed her appreciation to the committee for the two vans purchased for the Care Center as mentioned in the Informational item 12.C. The vans have been valuable in taking residents to dialysis.

The Care Center is out of covid outbreak and has been for some time. Today is the first day masks are optional at the Care Center.

Ms. Chadwick received an email from the representative of the Health Facilities Service and Review Board regarding the Care Center's Certificate of Need application for the remodel. He had a few questions, tweaking the final report in preparation for the formal presentation to be done at the end of June.

Chair Schwarze asked about a new date for the groundbreaking. Janelle replied it will be in July, but she does not have a firm date. Janelle believes it's July 11th. The application may need to be approved before finalizing the date. The committee will be notified and/or it will be posted on the website when available.

15. COMMUNITY SERVICES UPDATE - MARY KEATING

Ms. Keating commented on the two travel requests to Texas on the agenda (items 11.B. and 11.C.), noting the difference in the total amounts. She stated the manager attending will only attend the NACCED portion and does not have to pay the \$600 NACo registration. The registration, hotel, and per diems account for the difference in pricing.

While in Texas, Ms. Keating will tour Community First!, a tiny house village located in unincorporated Travis County, partially funded with CDBG funding. Community First! provides permanent, supportive housing for individuals that were chronically homeless. She is looking forward to learning how it was developed and about the ongoing operation funding.

Ms. Keating gave an explanation on the two CDBG Urban County joint agreements with Wheaton and Downers Grove. To continue to receive CDBG funds, every three years the County must go through a requalification process. This requires all municipalities to agree for their population to be included in the population count, the count determining the amount of CDBG funds received. Both Downers Grove and Wheaton could receive and manage their own CDBG funding but elect not to, instead they turn it over to the County to manage.

Mary praised her Community Development staff (federal) and the water program management staff (state). Both programs went through monitoring with no findings and no concerns.

Thursday, June 15, is World Elder Abuse Awareness Day. The Adult Protective Services staff will be in purple T-Shirts and there will be social media posts. Ms. Keating encouraged the committee to wear purple and help spread the word.

16. OLD BUSINESS

No old business was discussed.

17. NEW BUSINESS

No new business was discussed.

18. ADJOURNMENT

With no further business, Chair Schwarze requested a motion to adjourn. Member Childress so moved, Member DeSart seconded, all ayes on a voice vote, the meeting was adjourned at 10:05 AM.