



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, May 20, 2025

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:32 AM. Chair Schwarze appointed county board Member Saba Haider to serve as a member of the Human Services Committee for purposes of a quorum.

Chair Schwarze entertained a motion to allow members Lynn LaPlante and Kari Galassi to participate remotely. Member DeSart so moved, Member Garcia seconded, all ayes on a voice vote, motion passed.

2. ROLL CALL

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Conor McCarthy and Renee Zurante (State's Attorney Office), Jeffrey Martynowicz, Mary Catherine Wells, Keith Jorstad, and Katrina Holman (Finance), and Henry Kocker (Procurement)

PRESENT	DeSart, Garcia, Schwarze, and Haider
ABSENT	Cronin Cahill
REMOTE	Galassi, and LaPlante

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze thanked County Board members Dawn DeSart, Saba Haider, and Sheila Rutledge, for attending the Loaves & Fishes open house on May 14. They toured the building and heard about the expansion plans and Loaves & Fishes' plans to help feed the hungry in DuPage County. Member DeSart commented on the Loaves & Fishes visit and volunteering opportunity and encouraged the Chair to make the volunteering a monthly endeavor, expanding this to other agencies and county board members.

5. APPROVAL OF MINUTES

5.A. [25-1329](#)

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RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

6. COMMUNITY SERVICES - MARY KEATING**6.A. [25-1330](#)**

HS-P-0040A-24 - Amendment to Resolution HS-P-0040-24, issued to Healthy Air Heating & Air, Inc., for Weatherization Services, to provide mechanical (HVAC) and architectural weatherization labor and materials, to increase encumbrance in the amount of \$50,000, resulting in an amended contract total not to exceed \$916,434. an increase of 5.77%. Grant funded. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Dawn DeSart

6.B. [25-1340](#)

Recommendation for the approval of funding to the agencies listed in Exhibit B, per the terms listed in Exhibit A, under the Small Agency Grant Program (Round 2), in the amount of \$711,336. (ARPA Interest)

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Dawn DeSart

7. DUPAGE CARE CENTER - JANELLE CHADWICK**7.A. [HS-P-0023-25](#)**

Recommendation for the approval of a contract purchase order to Keurig Dr. Pepper/The American Bottling Company, for beverages and fountain drinks, for the DuPage Care Center and Cafes on County Campus, for the period July 30, 2025 through July 29, 2026, for a contract total not to exceed \$30,600; under bid renewal #22-056-DCC, third and final optional renewal.

Chair Schwarze thanked Member LaPlante for her hard work and her due diligence to ensure that all applicants received some funding from the small agency grant program. District 4 had additional vetting due to the district's requests exceeding the \$175,000 threshold.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

8. CONSENT ITEMS**8.A. [25-1331](#)**

Amendment to County Contract 7470-0001 SERV, issued to My Green House HVAC, LLC, through Community Services' Weatherization Program, to reduce the contract in the amount of \$50,000, to offset the increase to Healthy Air Heating & Air, Inc., to provide heating and air (HVAC) services, resulting in an amended contract total of \$816,434, a decrease of 5.77%. Grant funded. (Community Services)

RESULT:	APPROVED
MOVER:	Dawn DeSart
SECONDER:	Paula Garcia

9. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

10. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Janelle Chadwick, Administrator of the DuPage Care Center, stated a few leadership staff have tested positive for Covid. Ms. Chadwick has been exposed to covid but does not presently have it.

Last week, the dust storm affected the second shift staff and residents at the Care Center. Staff had to quickly gather all residents into the building and complete a headcount. The situation invoked a need to develop a policy since the dust storm would have put many at risk due to breathing issues.

The dementia unit, 3 Center, is now occupied. The Care Center is back to the full 16 bed unit. Staff are working with current residents and admitting new individuals to the unit.

The demolition in the 2 North unit is almost complete and the workers are building the framing of the spaces.

11. COMMUNITY SERVICES UPDATE - MARY KEATING

No report was given by Community Services as the Director, Mary Keating, was attending a conference.

12. OLD BUSINESS

Chair Schwarze discussed the Small Human Services Grant, stating that setting the funding at \$30,000 maximum per agency gives the Human Services committee authority for all approvals under the County Board rules. Tentatively, a reception is scheduled between the Finance and County Board meetings on June 24, Chair Schwarze will confirm the reception and that invitations are being sent to recipients for the date.

The Chair thanked the Finance staff, the Assistant State's Attorney office, and county senior staff for all the hard work implementing this program. There were some questions about

organizations that were denied, and our staff did everything that Vice Chair Garcia and I directed them to do. We had multiple meetings regarding the process and tried to make this as easy as possible for our staff to facilitate the grants. Unforeseen problems were created during round one which we discussed and hopefully mitigated before round two. Part of the parameters in round two were a result of the issues in round one, most profoundly the timelines, which were made clear on the website.

Member DeSart also thanked the staff. She noted that District 5 had more applicants the previous round and asked if there is a way we can explore other options to reach organizations. She personally sent the applications to agencies she knew.

The committee discussed the reasons the districts experienced less applicants this round, Member Haider stating the Member Initiative program may have been a factor, affecting applications and Member Galassi noting that emails may be going into the organizations' spam. Member Galassi asked for the list of nonprofits to be distributed to the members at the onset of the program next year so they can personally reach out to their constituents. She also noted that since a lot of the applications are not submitted until near the deadline that they implement two deadlines, one for the original application submission, and then another deadline one week later, giving agencies a chance to resolve any issues.

Member LaPlante was happy that a lot of her suggestions after round one were implemented, and she felt the process on round 2 was much improved.

Chair Schwarze requested the members send their concerns and/or suggestions to improve the process via email. The unspent dollars will remain in the ARPA funding. He concluded that allocating \$711,336 was a strong statement of support to assist the organizations and DuPage County residents.

13. NEW BUSINESS

No new business was discussed.

14. ADJOURNMENT

With no further business, the meeting was adjourned at 9:54 AM..