



DU PAGE COUNTY

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

Human Services Final Summary

Tuesday, November 7, 2023

9:30 AM

Room 3500A

1. CALL TO ORDER

9:30 AM meeting was called to order by Chair Greg Schwarze at 9:37 AM.

2. ROLL CALL

Other Board members present: Member Lucy Evans, Member Patty Gustin, and Member Yeena Yoo.

Staff in attendance: Renee Zerante (State's Attorney Office), Mary Catherine Wells, Gerald Smith, Keith Jorstad (Finance), Nickon Etmiman (Procurement), Natasha Belli, Gina Strafford-Ahmed (Community Services).

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

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze reminded the committee that County Board Chair Deborah Conroy arranged a volunteering opportunity to package and bag food today at 1:30 p.m. at Loaves & Fishes in Geneva.

Chair Schwarze announced there will be a reception hosting the small non-profit grant recipients on Tuesday, November 14, between the Finance Committee and the County Board meeting. The reception will probably be held in conference room 3500B. There will be a presentation awarding the agencies with their checks at the 10:00 County Board meeting.

5. APPROVAL OF MINUTES

5.A. [23-3617](#)

Human Services Committee - Regular Meeting - Tuesday, October 17, 2023

RESULT:	APPROVED
MOVER:	Lynn LaPlante
SECONDER:	Michael Childress
AYES:	Childress, DeSart, Galassi, LaPlante, and Schwarze
LATE:	Garcia

6. COMMUNITY SERVICES - MARY KEATING

6.A. [HS-P-0081-23](#)

Awarding Resolution issued to Healthy Air Heating & Air, Inc., to provide furnace repair or replacement labor and materials for the Low Income Home Energy Assistance Program (LIHEAP), for the period of November 1, 2023 through June 30, 2024, for a contract total amount \$206,008; per quote #23-124-WEX. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, LaPlante, and Schwarze
LATE:	Garcia

6.B. [HS-P-0082-23](#)

Awarding Resolution issued to Nortek Environmental, Inc., to provide furnace repair or replacement labor and materials for the Low-Income Home Energy Assistance Program (LIHEAP), for the period of November 1, 2023 through June 30, 2024, for a contract total of \$206,008; per quote #23-124-WEX. (Community Services)

Member Garcia arrived at 9:40 a.m.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Lynn LaPlante
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

6.C. [23-3618](#)

Recommendation for approval of a contract to Norcon Communications, Inc., to deliver and install twelve talk-thru intercoms in the nine intake rooms and reception area within Community Services, for a contract total amount not to exceed \$18,908.24; per bid #23-130-CS.

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

7. **COMMUNITY DEVELOPMENT COMMISSION - Mary Keating**

7.A. [HS-R-0065-23](#)

Recommendation for Approval of a HOME Investment Partnerships Act (HOME) Agreement with Catholic Charities, Project Number HM21-02a – Tenant Based Rental Assistance – in the Amount of \$300,000.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

7.B. [HS-R-0066-23](#)

Recommendation for Approval of a Memorandum of Understanding with the Village of Addison for the County, under 24 CFR Part 58, to act as the Responsible Entity and perform the Environmental Review as necessary for Addison’s Community Project Funding (CPF) Grant.

Mary Keating gave a background on the three agreements for the Community Development Commission. We have several entities in DuPage County that have received funds as a direct allocation from the members of Congress. Members of Congress now have the ability to nominate a community project and are using the Community Development Block Grant (CDBG) platform to get these projects completed. Part of the requirements under CDBG is that an environmental review be done for each project. HUD staff requested we be the responsible entity of the environmental review. We agreed to do three out of the seven in DuPage County. One we didn’t do had significant environmental review requirements beyond the scope of our typical projects. A couple also were entities that had the ability and staff capacity to take on the training to understand the environmental review process. We do not have the staff to take on the additional responsibility and workload. The MOU’s give us the ability to charge for our staffs’ overtime, as may be required to complete these three projects.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

7.C. [HS-R-0067-23](#)

Recommendation for Approval of a Memorandum of Understanding with the City of Wheaton for the County, under 24 CFR Part 58, to act as the Responsible Entity and perform the Environmental Review as necessary for Wheaton’s Community Project Funding (CPF) Grant.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

7.D. [HS-R-0068-23](#)

Recommendation for Approval of a Memorandum of Understanding with the Wood Dale Park District for the County, under 24 CFR Part 58, to act as the Responsible Entity and perform the Environmental Review as necessary for Wood Dale Park District’s Community Project Funding (CPF) Grant.

RESULT:	APPROVED AT COMMITTEE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

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

8.A. [HS-P-0083-23](#)

Recommendation for the approval of a contract purchase order to Northwestern Medicine Regional Medical Group - Dr. Miele, for Professional Services for a Medical Director, for the DuPage Care Center, for the period December 1, 2023 through November 30, 2024, for a contract amount not to exceed \$36,000, per Other Professional Services.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Paula Garcia
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.B. [HS-P-0084-23](#)

Recommendation for the approval of a contract purchase order to Medline Industries, Inc., to furnish and deliver disposable isolation gowns, for the DuPage Care Center, for the period November 15, 2023 through November 14, 2024, for a contract total amount not to exceed \$37,912. Contract pursuant to the Intergovernmental Cooperation Act OMNIA Partners Cooperative Contract #2021003157. (ARPA ITEM)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Lynn LaPlante
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.C. [HS-P-0085-23](#)

Recommendation for the approval of a contract purchase order to Sysco Chicago, Inc., for primary food, supplies and chemicals, for the DuPage Care Center, for the period December 1, 2023 through November 30, 2024, for a total contract amount not to exceed \$1,246,500, under bid renewal #22-082-DCC, first of three one-year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Michael Childress
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.D. [HS-P-0086-23](#)

Recommendation for the approval of a contract purchase order to Symbria Rehab, Inc., for Community Wellness Partner, for the Wellness Center staffing and management for Outpatient Center at the DuPage Care Center, for the period December 1, 2023 through November 30, 2024, for a contract total amount not to exceed \$66,000; per renewal under RFP #21-073-CARE, second of three, one-year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Michael Childress
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.E. [HS-P-0087-23](#)

Recommendation for the approval of a contract purchase order to Symbria Rehab, Inc., to provide Physical, Occupational, Speech and Respiratory Therapy and Consulting Services, for the DuPage Care Center, for the period December 1, 2023 through November 30, 2024, for a contract total amount not to exceed \$1,000,000; per renewal under RFP #21-057-CARE, second of three, one-year optional renewals.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

8.F. [23-3619](#)

Recommendation for the approval of a contract purchase order to Standard Textile Company, Inc., for Housekeeping Trolley carts for the DuPage Care Center, for the period 11/08/23 through 11/07/24, for a total amount not to exceed \$25,656, per bid #23-127-DCC. (ARPA2 ITEM)

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

9. BUDGET TRANSFERS

9.A. [23-3620](#)

Budget Transfer to accommodate for Flex Benefit Earnings that are paid out instead of covering medical insurance for the IDHFS Access & Visitation Grant for the Family Center 5000-1670 for FY23 - \$600. (Community Services)

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

10. CONSENT ITEMS

Motion to Combine Items

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

10.A. [23-3621](#)

Alco Sales & Service Co., Contract 5318-0001 SERV - this purchase order is decreasing in the amount of \$15,265.63, and closing due to purchase order has expired.

10.B. [23-3622](#)

Alliance Distribution dba Alliance Laundry, Contract 5901-0001 SERV - this purchase order is decreasing in the amount of \$22,174.26, and closing due to purchase order has expired.

10.C. [23-3623](#)

Alpha Baking Company, Contract 5909-0001 SERV - this purchase order is decreasing in the amount of \$12,057.11, and closing due to purchase order has expired.

- 10.D. [23-3624](#)
American Bottling Company dba Keurig Dr. Pepper, Contract 5908-0001 SERV - this purchase order is decreasing in the amount of \$10,072.04, and closing due to purchase order has expired.
- 10.E. [23-3625](#)
Bob Barker Company, Inc., Contract 5946-0001 SERV - this purchase order is decreasing in the amount of \$10,380.66, and closing due to purchase order has expired.
- 10.F. [23-3626](#)
Cardinal Health, Inc., Contract 5871-0001 SERV - this purchase order is decreasing in the amount of \$372,610.97, and closing due to purchase order has expired.
- 10.G. [23-3627](#)
Lakeshore Dairy, Inc., Contract 5988-0001 SERV - this purchase order is decreasing in the amount of \$15,114.83, and closing due to purchase order has expired.
- 10.H. [23-3628](#)
Professional Medical & Surgical Supply, Contract 5924-0001 SERV - this purchase order is decreasing in the amount of \$21,552.93, and closing due to purchase order has expired.
- 10.I. [23-3629](#)
The Standard Companies, Contract 5348-0001 SERV - this purchase order is decreasing in the amount of \$88,352.05, and closing due to purchase order has expired.
- 10.J. [23-3630](#)
Vizocom ICT, LLC, Contract 6031-0001 SERV - this purchase order is decreasing in the amount of \$14,883.29, and closing due to purchase order has expired.
- 10.K. [23-3631](#)
The Home Depot, Contract 6118-0001 SERV - this purchase order is decreasing in the amount of \$28,000, due to DuPage Care Center not requiring as much product as originally requested.
- 10.L. [23-3632](#)
Valdes, LLC, Contract 6169-0001 SERV - this purchase order is decreasing in the amount of \$36,000, due to DuPage Care Center not requiring as much product as originally requested.

10.M. [23-3633](#)

Warehouse Direct, Contract 5897-0001 SERV - this purchase order is decreasing in the amount of \$17,000, due to DuPage Care Center not requiring as much product as originally requested.

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Greg Schwarze
SECONDER:	Paula Garcia
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

11. INFORMATIONAL

11.A. [23-3634](#)

GPN 055-23 2023 HUD Continuum of Care Program Competition-Planning Grant PY24, U.S. Department of Housing and Urban Development, \$312,932. (Community Services)

RESULT:	APPROVED
MOVER:	Michael Childress
SECONDER:	Kari Galassi

11.B. [23-3635](#)

GPN 056-23 PY23 Continuum of Care Program Competition - HMIS, U.S. Department of Housing and Urban Development, \$188,556. (Community Services)

11.C. [23-3636](#)

GPN 057-23 FY23 Continuum of Care Program Competition - Coordinated Entry PY25, U.S. Department of Housing and Urban Development, \$80,000. (Community Services)

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Michael Childress
SECONDER:	Kari Galassi
AYES:	Childress, DeSart, Galassi, Garcia, LaPlante, and Schwarze

12. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

13. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Christine Kliebhan, Financial Analyst, presented the DuPage Care Center update, announcing the Care Center does not have any covid cases at this time.

The status of the construction as of last week includes tiling resident bathrooms, painting, and putting up Acrovyn Wall Protectors in the corridors. Chair Schwarze asked if the resident rooms have been completed and if there has been any displacement of residents. Ms. Kliebhan responded the bathrooms are tiled and painting has begun. Since residents were re-located several months before construction had started, no residents were displaced. The nurses' station is beginning to take shape. The area looks inviting, and it will be more operational for staff.

The Care Center completed their annual survey by the Illinois Department of Public Health (IDPH), noting only five small tags, which is exceptional. This being a great accomplishment, they will schedule a party for their incredible staff.

14. COMMUNITY SERVICES UPDATE - MARY KEATING

Ms. Keating gave a rundown of numbers for food assistance:

- \$5M in ARPA set aside for food assistance
- Contracted with NIFB for \$1.75M to supply food to the smaller pantries
- Two rounds of direct grants for food pantries for \$1.5M
- Currently taking applications for grant proposals for \$1M for equipment
- Chair Conroy has put \$1.5M in the 2024 budget for food assistance.
- Balance of funds is just over \$700,000
- Current contract with NIFB expires 11.30.23

We will bring recommendations to Finance for use of the \$700,000 for two things.

1. Extend the NIFB contract for another four months.
2. give prorated small grants to the three townships that opted out of the initial produce program.

If the request is granted, it will give us time to determine how to best allocate the funds for 2024, hopefully with no interruption in the contract time.

Ms. Keating added the accomplishments, stating the funding allowed for delivery of over 2,000,000 pounds of produce and over 25,000 cases of diapers, wipes, and toilet paper.

Chair Schwarze stated he has met multiple times with Mary Keating, Vice-Chair Paula Deacon Garcia, and the DuPage County food pantries. He estimates 95% of the food pantries are happy with the produce received from NIFB and intent on staying with NIFB's produce program. Mr. Schwarze will request at next week's Finance meeting to have the \$1.5 M increased as food insecurities will be a resident need for some time.

15. OLD BUSINESS

No old business was discussed.

16. NEW BUSINESS

No new business was discussed.

17. ADJOURNMENT

With no further business, Chair Schwarze requested a motion to adjourn. Member LaPlante so moved, Member Garcia seconded, all ayes on a voice vote, meeting adjourned at 10:02 a.m.