



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, February 4, 2025

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

Under the authority of the County Board rules, Chair Schwarze appointed County Board member Sadia Covert to serve as a temporary member of the Human Services Committee to establish quorum.

Committee members Galassi and DeSart were absent due to a prior meeting running late.

Staff in attendance: Renee Zerante (State's Attorney Office), Joan Olson (Chief Communications Officer), Mary Catherine Wells, Keith Jorstad, Tabassum Haleem, and Katrina Holman (Finance), Donna Weidman (Procurement), Julie Hamlin and Gina Strafford-Ahmed (Community Services Administrators), and Mary Keating (Director of Community Services). Anita Rajagopal (Assistant Administrator of the DuPage Care Center), attended remotely.

PRESENT	Cronin Cahill, Garcia, Schwarze, and Covert
ABSENT	DeSart, Galassi, and LaPlante

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

Chair Schwarze referred to round two of the Small Human Services Grant Program that was presented at the County Board meeting on January 28, 2025, stating the application portal kickoff was on Wednesday, January 29th, and, according to Finance staff, there is one application so far. Member Cahill requested a link to the portal be forwarded to committee members, which was acknowledged by Finance staff.

Chair Schwarze stated 80% of the Community Services staff is federally funded. Mary Keating, Director of Community Services, commented on the temporary federal freeze of funds, stating as of Tuesday, January 28, 2025, some federal systems were shut down earlier than the 5:00 p.m. cutoff as announced Monday night. The Trump administration withdrew the memo at about noon on Wednesday, January 29. DuPage County has access to the allocated federal funds. There were other executive orders that may impact the work of the department, particularly the work related to diversity, equity, and inclusion.

About 200 people from counties throughout the country, members of the National Association for County Community and Economic Development (NACCED), collaborated on a ZOOM call

regarding HUD funds they all utilize.

HUD requires Community Services to address funding for fair housing, and to provide outreach to women owned and minority contracting businesses, so staff will continue the work under the current funding thresholds. A lot of the federal funds allocated to the county pass through the state. The state has been advised they will receive the first quarter of the Community Services Block Grant (CSBG) funds, some of that funding pertained to voting items on the day's agenda. It is stated within the grants that if the county does not get the federal funding, the grant will be cancelled.

The 2025 federal budget has not been passed. The continuing resolution expires March 14, 2025. Congress will have to act within that time frame to determine the 2025 budget, possibly resulting in a continuing budget.

Member Cahill asked if there are state grants, and if so, what is the dollar amount? Ms. Keating replied that LIHEAP Supplemental (a small portion of the LIHEAP grants), some rental assistance, and some case management funds are state allocated, totaling around \$1M. Community Services also has about \$4M in county funds to allocate, a small portion of the department's total \$25-\$30M budget.

5. APPROVAL OF MINUTES

5.A. [25-0412](#)

Human Services Committee - Regular Meeting - Tuesday, January 21, 2025

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

6. LENGTH OF SERVICE AWARD

6.A. Length of Service Award - Paul O'Connell - 20 Years - Family Center

7. COMMUNITY SERVICES - MARY KEATING

7.A. [HS-P-0004-25](#)

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, and to provide financial support for the Back to School Fair, for the period of January 1, 2025 through December 31, 2025, in the amount of \$65,000, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Sadia Covert

7.B. [HS-P-0005-25](#)

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, 2025 through December 31, 2025, in the amount of \$70,000, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

7.C. [HS-P-0006-25](#)

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 in DuPage County, for Community Services, for the period of January 1, 2025 through December 31, 2025, for a contract total not to exceed \$37,000, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Sadia Covert
SECONDER:	Paula Garcia

7.D. [HS-P-0007-25](#)

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, 2025 through December 31, 2025, for a contract total not to exceed \$40,000, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Cynthia Cronin Cahill

7.E. [HS-P-0008-25](#)

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, 2025 through December 31, 2025, for a contract total not to exceed \$100,000, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Sadia Covert

7.F. [HS-P-0009-25](#)

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, and workshops, budget and credit counseling to low income residents in DuPage County, for Community Services, for the period of January 1, 2025 through December 31, 2025, for a contract total not to exceed \$46,888, under the Community Services Block Grant. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Sadia Covert
SECONDER:	Paula Garcia

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

8.A. [HS-P-0010-25](#)

Recommendation for the approval of a contract purchase order issued to KCI USA, Inc., for rental of wound vac therapy and medical supplies for wound and skin care, for the DuPage Care Center, for the period February 24, 2025 through February 23, 2026, for a total contract total amount not to exceed \$37,480; under quote renewal #21-100-CARE, third and final optional renewal.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia

9. **CONSENT ITEMS**

Motion to Combine Items

Member Garcia moved and Member Covert seconded a motion to combine items 9.A. through 9.C. The motion was approved on voice vote, all "ayes".

Member Cahill asked about the three change orders to close contracts, totaling about \$225,000 over budgeted amounts. Ms. Keating replied that the funding for the three agreements was designated to Weatherization grants. Funds can be carried over to other Weatherization budgets but not to other county needs.

9.A. [25-0413](#)

Decrease and close PO 6035-0001 SERV issued to Healthy Air Heating & Air, Inc. (Mechanical), in the amount of \$85,155.92. Contract has expired.

9.B. [25-0414](#)

Decrease and close PO 6033-0001 SERV issued to Healthy Air Heating & Air, Inc. (Architectural) in the amount of \$107,472.60. Contract has expired.

9.C. [25-0415](#)

Decrease and close PO 5923-0001 SERV issued to Chicago United Industries, Ltd. in the amount of \$37,201. Contract has expired.

RESULT:	APPROVED THE CONSENT AGENDA
MOVER:	Paula Garcia
SECONDER:	Sadia Covert
AYES:	Cronin Cahill, Garcia, Schwarze, and Covert
ABSENT:	DeSart, Galassi, and LaPlante

10. RESIDENCY WAIVERS - JANELLE CHADWICK

No residency waivers were offered.

11. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK

Anita Rajagopal, Assistant Administrator of the DuPage Care Center, stated there are no covid cases at the Care Center but they have three confirmed norovirus cases. They are all on the same unit which has been quarantined. The Care Center is having ongoing training of staff regarding infection prevention methods and hand hygiene. Hands must be washed; alcohol sanitizer does not kill norovirus. Environmental Services are frequently cleaning using bleach-based products. The Care Center is asking family members to limit visits if they have any symptoms and to limit the type of food brought in, to discourage sharing.

12. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating announced that Community Services received a state grant for 211 Services in the amount of \$57,000. This grant arrived too late for the February 4, 2025 Human Services Committee meeting so member Schwarze will seek to discharge the Human Services Committee and for approval at the February 11, 2025 Finance and County Board meetings.

Ms. Keating commented on the outreach efforts regarding the Small Agency Grant Notice. Giving DuPage sent a press release email out to 1500 contacts, estimating a reach between 400-500 agencies. The associates at DuPage Foundation reached out to 370 individuals that received the Small Agency Grant Notice. All the agencies in their 211 databases received the

Small Agency Grant Notice and it is in the 211 newsletter.

12.A. Giving DuPage Update

Mary introduced Taylor Endicott, the new Program Manager for Giving DuPage.

Ms. Endicott spoke regarding the volunteer portal, stating the portal contained 900 opportunities dating back to 2014. The portal was purged and the database updated to contain a little under 500 current and active opportunities.

They are now working on outreach efforts to as many people as possible. Ms. Endicott carried out a social media audit to look at the Giving DuPage platforms to see how they are communicating and how they can improve communications. She held a podcast talking Giving DuPage and the mission that matters.

They are starting to see pre-covid numbers in terms of engagement in the volunteer site but have not seen the numbers increase in the registration.

Re-engaging the Giving DuPage Board is the next step. Ms. Endicott is working on recruiting community members that are interested in connecting the bridge between Dupage County and Giving DuPage to show the support even more.

Giving DuPage Days will be back May 1st to raise funds for nonprofits that register. The donation portal will be open for a 24-hour period, from midnight to midnight. Agencies can register between February 17 and March 14. This will be followed by a big social media push to get the word out even more.

13. OLD BUSINESS

No old business was discussed.

14. NEW BUSINESS

No new business was discussed.

15. ADJOURNMENT

With no further business, the meeting was adjourned at 10:03 AM.

RESULT:	APPROVED
MOVER:	Cynthia Cronin Cahill
SECONDER:	Paula Garcia