



# DU PAGE COUNTY

## Economic Development Committee

### Final Regular Meeting Agenda

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

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<b>Tuesday, March 21, 2023</b>	<b>8:30 AM</b>	<b>Room 3500A</b>
<hr/>		
<b>1. CALL TO ORDER</b>		
<b>2. ROLL CALL</b>		
<b>3. APPROVAL OF MINUTES</b>		
3.A. <b><u>23-1212</u></b> Economic Development Committee Minutes - Regular Minutes -Tuesday February 21, 2023		
<b>4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE</b>		
<b>5. PUBLIC COMMENT</b>		
<b>6. INCUMBENT WORKER TRAINING</b>		
6.A. <b><u>23-1213</u></b> Incumbent Worker Training Memo - Aqueity		
6.B. <b><u>23-1214</u></b> Incumbent Worker Training Memo - Mindsight		
6.C. <b><u>23-1215</u></b> Incumbent Worker Training Memo - Koi COnputers, Inc.		
<b>7. AUTHORIZATION TO TRAVEL</b>		
7.A. <b><u>23-1216</u></b> Authorization for the Director of Workforce Development to attend the Illinois Department of Commerce and Economic Opportunity Workforce Innovation and Opportunity Summit. Held in East Peoria, Illinois from May 11, 2023 to May 12, 2023. Expenses to include registration, transportation, lodging, and per diems for a total not to exceed \$705.08.		
7.B. <b><u>23-1217</u></b> Authorization for the Workforce Board Manager to attend the Illinois Department of Commerce and Economic Opportunity Workforce Innovation and Opportunity Summit. Held in East Peoria, Illinois from May 11, 2023 to May 12, 2023. Expenses to include registration, transportation, lodging, and per diems for a total not to exceed \$402.32.		
<b>8. BUDGET TRANSFERS</b>		

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8.A. **23-1218**

Budget Transfer - Transfer funds from account 2840-53820, Grant Services, to account 2840-53806, Softwear Licenses, in the amount of \$20,000.

**9. PRESENTATIONS**9.A. **23-1219**

Hotel Relief Program Summary - Beth Marchetti, DuPage Convention & Visitors Bureau

9.B. **23-1220**

ARPA Marketing Campaign Update - Greg Bedalov & Beth Marchetti

9.C. **23-1221**

Hosting & Bid Fee Funding Request - Beth Marchetti, DCVB

**10. OLD BUSINESS****11. NEW BUSINESS****12. ADJOURNMENT**



# Minutes

421 N. COUNTY FARM  
ROAD  
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**File #:** 23-1212

**Agenda Date:** 3/21/2023

**Agenda #:** 3.A.

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# DU PAGE COUNTY

## Economic Development Committee

### Final Summary

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

Tuesday, February 21, 2023

8:30 AM

Room 3500A

#### 1. CALL TO ORDER

8:30 AM meeting was called to order by Chair Lynn LaPlante at 8:30 AM.

#### 2. ROLL CALL

<b>PRESENT</b>	Childress, Covert, Galassi, LaPlante, Rutledge, and Yoo
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#### 3. APPROVAL OF MINUTES

##### 3. A. 23-0880

Approval of Minutes of January 17, 2023

**Attachments:** [Economic Development Final Minutes 1.17.23](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Yeea Yoo
<b>AYES:</b>	Childress, Covert, Galassi, LaPlante, Rutledge, and Yoo

#### 4. CHAIR REMARKS - CHAIR LAPLANTE

Chair LaPlante welcomed Norm Peterson from the Argonne National Laboratory and thanked him for sharing his time to present to the Committee. The Chair also thanked Beth Marchetti, DuPage Convention & Visitors Bureau, and Greg Bedalov, Choose DuPage, for their continuing support.

#### 5. PUBLIC COMMENT

No public comment was offered.

#### 6. INCUMBENT WORKER TRAINING MEMO - INFORMATIONAL

##### 6. A. 23-0881

Incumbent Worker Training Memo - Borter Heating & Air Conditioning

**Attachments:** [IWT Board Memo- Borter Heating & Air Conditioning](#)  
[Company leg](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Yeea Yoo

6. B. 23-0882

Incumbent Worker Training Memo - CH Hanson Company

Attachments: [IWT Board Memo CH Hanson Leg](#)

<b>RESULT:</b>	ACCEPTED AND PLACED ON FILE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Michael Childress

7. **RESOLUTIONS**7. A. ED-R-0016-23

DuPage Convention & Visitors Bureau Designation of Representation for Grant Purposes

Attachments: [DCVB Designation Letter](#)

<b>RESULT:</b>	APPROVED AT COMMITTEE
<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Michael Childress
<b>AYES:</b>	Childress, Covert, Galassi, LaPlante, Rutledge, and Yoo

8. **PRESENTATION**

## 8. A. Paul Kearns - Argonne Lab Director

Norm Peterson, Argonne National Laboratory, presented to the Committee in place of Paul Kearns. Mr. Peterson gave an overview of the many functions of Argonne's state of the art facility and explained their goal of accelerating science and technology to drive U.S. prosperity and security. Mr. Peterson also spoke to the impact Argonne has on DuPage County including research collaboration, inclusive innovation with College of DuPage, educational programs and outreach, and \$49 million dollars spent on goods and services from companies that are located or incorporated in DuPage County. Questions were taken from Committee Members.

9. **OLD BUSINESS**

No old business was discussed.

10. **NEW BUSINESS**

No new business was discussed.

11. **ADJOURNMENT**

With no further business, the meeting was adjourned at 8:58 AM.



## Informational

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**File #:** 23-1213

**Agenda Date:** 3/21/2023

**Agenda #:** 6.A.

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**DUPAGE  
COUNTY**

**Workforce  
Development**

2525 Cabot Drive,  
Suite 302  
Lisle, IL 60532  
630-955-2030  
Fax: 630-955-2059  
[www.worknetdupage.org](http://www.worknetdupage.org)

## HUMAN RESOURCES

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Fax: 630-407-6301  
[DPCHumanResources@dupageco.org](mailto:DPCHumanResources@dupageco.org)

[www.dupageco.org/hr](http://www.dupageco.org/hr)

### Memo

Date: 2/17/2023

To: Economic Development Committee

From: Cynthia Allen Business Services Representative DuPage Workforce Development Division

RE: Incumbent Worker Training Application – Aqueuity

Since 1996, Aqueuity has delivered technology services and IT strategic consulting to a wide spectrum of small and medium size businesses in Chicago and the surrounding communities. They help clients achieve their business goals by implementing tools to boost efficiency, encourage productivity and drive revenue. Aqueuity needs to maintain a highly qualified team through regular training and development to stay relevant in a constantly changing and quickly evolving technical market. This project will consist of 6 training classes addressing four areas of opportunity for Aqueuity employees: Advanced Desktop Support, Windows Server Support, Network Technologies, and Cloud Computing.

Aqueuity's desktop support team recognized a need to strengthen remote support skills due to the pandemic. The HDI-DAST certification desktop Advanced Support Technician training is industry recognized and designed for technical staff supporting IT. This training will cover how to better understand the technical needs of their clients, advise on technology, and perform advanced technical troubleshooting.

Security is a big area of concern for many companies right now given the global increase in security threats. The CISSP Bootcamp class covers cybersecurity training for network security engineering staff and management. The Fortinet NSE4 training will help trainees to better support network trouble shooting which includes firewall configuration, network administration and policies, encryption functions, security policies to better serve their client's needs.

Aqueuity's book of business is trending towards more demand for Cloud services and support. The Microsoft Azure Administrator training class focuses on the cloud infrastructure of an organization. As technology evolves more toward cloud services, this training will provide the trainees to better advise, troubleshoot and support clients with Azure cloud environments.

Most accounting and finance work is done using excel. Aqueuity has identified two training classes to help with creating financial reports, tracking of assets, and pricing. The Power BI Intro to excel Users will provide advanced skills to create financial reports to help aid in business analysis and decisions. The ONLC Excel Tips, Tricks and Timesavers is an advanced training to help employees manage large amounts of data and allow for better data analysis.

The six training classes will help drive productivity and profitability for both Aqueuity and their clients. Trainees will receive industry recognized certifications upon completion or certificate of completion for training and may be considered for wage increases and/or promotions after formal performance reviews. If these trainings are not implemented Aqueuity may lose talent and cannot effectively continue to support their clients or grow their new business initiatives, which will jeopardize the future of the company.

Notes:

- \* Aqueuity: 30 employees
- \* Located in Lombard
- \* Number of Incumbent Workers to be Trained: 12
- \* Total Amount Approved: \$23,332.00



## Informational

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**File #:** 23-1214

**Agenda Date:** 3/21/2023

**Agenda #:** 6.B.

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**DUPAGE  
COUNTY**

**Workforce  
Development**

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### Memo

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Date: 03/01/2023

To: Economic Development Committee  
From: Griffin Leininger, Lead Business Services Representative, DuPage Workforce Development Division  
RE: Incumbent Worker Training Application – Mindsight

Mindsight is industry-recognized for delivering secure IT solutions and thought leadership that addresses clients' infrastructure and communications needs. Mindsight consultants serve emerging to enterprise organizations around the globe with expertise in risk management, data security, business growth, team collaboration, and technology optimization. Mindsight invests heavily in employees and managing processes to deliver consistent, predictable outcomes to clients. However, as the industry evolves at an ever-increasing pace, Mindsight has found it challenging to maintain this strategy of engineering excellence and high-level training without support, as they do not have the financial or training resources of a large IT firm. Mindsight identified the following trainings to combat industry trends, retain their existing employees, and retain/grow new business:

- 1) Developing Azure administrators how to plan, deliver, and manage virtual desktop experiences and remote apps, for any device, on Azure. Lessons include implementing and managing networking for Azure Virtual Desktop, configuring host pools and session hosts, creating session host images, implementing, and managing FSLogix, monitoring Azure Virtual Desktop performance and health, and automating Azure Virtual Desktop management tasks.
- 2) Teaching IT Professionals how to manage core Windows Server workloads and services using on-premises, hybrid, and cloud technologies. As well as how to implement and manage on-premises and hybrid solutions such as identity, management, compute, networking, and storage in a Windows Server hybrid environment.
- 3) Configure advanced Windows Server services using on-premises, hybrid, and cloud technologies. As well as how to leverage the hybrid capabilities of Azure, how to leverage the hybrid capabilities of Azure, how to migrate virtual and physical server workloads to Azure IaaS and how to secure Azure VMs running Windows Server.

Mindsight is trying to move into the 'Internet of Things' solutions and advanced knowledge of wireless solutions will help the employees be successful in this new arena. These trainings will add value to services for Mindsight's clients and also make the trainees more marketable.

As a result of these trainings, Mindsight anticipates up to \$300,000 in new revenue and up to four new customers over the course of the year. Mindsight will also be able to retain two engineers who might otherwise be reduced due to lack of work that matches their skillset before training. All trainees will receive a wage increase because of training. Mindsight is hopeful that they will also increase staff by two engineers because of the training.

Notes:

- \* Mindsight — 56 Employees
- \* Located in Downers Grove, IL
- \* Number of Incumbent Workers to be Trained: 2
- \* Total Amount Approved: \$5,700.00



## Informational

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**File #:** 23-1215

**Agenda Date:** 3/21/2023

**Agenda #:** 6.C.

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### **Memo**

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Date: 03/13/2023

To: Economic Development Committee  
From: Griffin Leininger, Lead Business Services Representative, DuPage Workforce Development Division  
RE: Incumbent Worker Training Application – Koi Computers, Inc.

Established in 1996, Koi Computers delivers high performance computing and information technology solutions to the local, State, and Federal government. Koi Computers configures and integrates custom COTS desktops, servers, storage, and high-performance computing turnkey solutions at the DuPage County facility in Downers Grove.

Koi computers is entering its 28<sup>th</sup> year in business, having used the same accounting software system from its inception. Unfortunately, this accounting system is antiquated, and is no longer supported. Koi purchased an initial Sage 100 user license, in an effort to review its functionality, and ensure that it would meet current requirements. Koi employees need training on how to operate this new system.

The new accounting software is more integrated, and will help to streamline business, while providing for the ability to scale operations and hire additional employees. This new software will allow for integration with the existing quoting tool, which will help in avoiding manual errors requiring re-entry of a quote into the Sales Order. Additionally, the Production Management module will help to create a Work Order for Koi's integration team, and help to track serial numbers at both the component and system levels. These enhancements will help Koi from not only the operational aspects of the business, but also from a customer support perspective. Further, it will provide for more detailed reporting, useful in data analytics, and in targeting areas for operational improvements.

**Description of training includes:**

Overview of all Sage 100 modules; User and Security Roles; How to e-mail customer and vendor documents; In-Depth training on General Ledger; In-Depth Training on Accounts Payable; In-depth Training on Accounts Receivable; In-Depth Training on Purchase Order; In-Depth Training on Sales Order; In-Depth Training on Inventory Management; Training on Bank Reconciliation; Training on how to import different types of information, such as customers, accounts, vendors, Open Accounts Receivable Invoices and Open Accounts Payable Invoices; and Production Management Module.

Trainees will receive a certification of completion.

**Notes:**

- \* Koi Computers, Inc. — 7 Employees
- \* Located in Downers Grove, IL
- \* Number of Incumbent Workers to be Trained: 6
- \* Total Amount Approved: \$14,720.00



## Authorization to Travel

421 N. COUNTY FARM  
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**File #:** 23-1216

**Agenda Date:** 3/21/2023

**Agenda #:** 7.A.

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## OVERNIGHT/OUT-OF-STATE TRAVEL REQUEST

Valid for overnight and/or out-of-state travel  
Revised 1-08-2019

REQUEST DATE:	3/6/2023	
NAME:	[REDACTED]	
DEPARTMENT:	HR - Workforce Development	ACCOUNT CODE:
	5000-2840	
PURPOSE OF TRIP: (explain fully the necessity of making the trip) Illinois Department of Commerce and Economic Opportunity summit to discuss federal and state policies, allocations, and other issues pertaining to the Workforce Innovation & Opportunity Act.		
DESTINATION: East Peoria, Illinois		
DATE OF DEPARTURE:	5/11/2023	DATE OF RETURN ARRIVAL:
(Please include a detailed explanation if different from official business dates)		
<i>Please indicate the estimated amount for each applicable expense.</i>		
REGISTRATION:	\$300.00	
TRANSPORTATION:	\$0.00	
LODGING	\$155.68	
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$183.40	
RENTAL CAR: (explain fully the necessity)	\$0.00	
REFERENCE MATERIALS:	\$0.00	
MEALS: (Per Diems)	\$66.00	
TOTAL	\$705.08	

### REVIEWED BY AND DATE APPROVED:

Department Head

(Signature)

Date: 3-15-23

Committee Name:

ALL OVERNIGHT TRAVEL

Date: \_\_\_\_\_

County Board:

ONLY OUT-OF-STATE TRAVEL

Date: \_\_\_\_\_

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.



## Authorization to Travel

421 N. COUNTY FARM  
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**File #:** 23-1217

**Agenda Date:** 3/21/2023

**Agenda #:** 7.B.

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## OVERNIGHT/OUT-OF-STATE TRAVEL REQUEST

Valid for overnight and/or out-of-state travel  
Revised 1-08-2019

REQUEST DATE:	3/6/2023	
NAME:	[REDACTED] TITLE: Workforce Board Manager	
DEPARTMENT:	HR - Workforce Development	ACCOUNT CODE:
5000-2840		
PURPOSE OF TRIP: (explain fully the necessity of making the trip)		
Illinois Department of Commerce and Economic Opportunity summit to discuss federal and state policies, allocations, and other issues pertaining to the Workforce Innovation & Opportunity Act.		
DESTINATION: East Peoria, Illinois		
DATE OF DEPARTURE:	5/11/2023	DATE OF RETURN ARRIVAL:
(Please include a detailed explanation if different from official business dates)		
Please indicate the estimated amount for each applicable expense.		
REGISTRATION:	\$0.00	
TRANSPORTATION:	\$0.00	
LODGING	\$165.68	
MISCELLANEOUS EXPENSES (parking, mileage, etc.)	\$180.64	
RENTAL CAR: (explain fully the necessity)	\$0.00	
REFERENCE MATERIALS:	\$0.00	
MEALS: (Per Diems)	\$66.00	
TOTAL	\$402.32	

### DETERMINED BY AND DATE APPROVED:

Department Head: \_\_\_\_\_

(Signature)

Date: 3/15/23

Committee Name: \_\_\_\_\_

Date: \_\_\_\_\_

ALL OVERNIGHT TRAVEL

County Board: \_\_\_\_\_

Date: \_\_\_\_\_

ONLY OUT-OF-STATE TRAVEL

Please note: If actual costs exceed the estimates, this form must be re-submitted for approval.



## Budget Transfer

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
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**File #:** 23-1218

**Agenda Date:** 3/21/2023

**Agenda #:** 8.A.

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23-1171

**DuPage County, Illinois  
BUDGET ADJUSTMENT  
Effective October, 2022**

From: 5000  
Company #

**WORKFORCE INVEST ACT PROG GRTS**

## Accounting

To: 5000  
Company #

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**WORKFORCE INVEST ACT PROG GRTS**

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## Accounting

*Reason for Request:*

To provide funds for the renewal of various software licenses. These licenses are scheduled to be renewed between March 23 to Nov 23.

## Department Head

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**Chief Financial Officer**

3/10/23  
Date  
3/13/23  
Date

Activity 22-681006  
(optional)

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

13 Finance Department

Entered: 12/12/2018

Released by Post-It Date:

ED - 3/2123  
FFN/CH-32823  
(C)



## Presentation

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**File #:** 23-1219

**Agenda Date:** 3/21/2023

**Agenda #:** 9.A.

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## Presentation

421 N. COUNTY FARM  
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**File #:** 23-1220

**Agenda Date:** 3/21/2023

**Agenda #:** 9.B.

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## Presentation

421 N. COUNTY FARM  
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**File #:** 23-1221

**Agenda Date:** 3/21/2023

**Agenda #:** 9.C.

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