



DU PAGE COUNTY

Human Services

Final Summary

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

Tuesday, April 15, 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

Other Board members present: Member Sheila Rutledge (10:00 AM)

Staff in attendance: Nick Kottmeyer (Chief Administrative Officer), Joan Olson (Chief Communications Officer), Renee Zerante (State's Attorney's Office), Tim Harbaugh, Nick Jensen, and Catherine Figlewski (Facilities), Mary Catherine Wells, Keith Jorstad, and Katrina Holman (Finance), Valerie Calvente and Henry Kocker (Procurement), Mary Keating and Natasha Belli (Community Services), and Janelle Chadwick (DuPage Care Center).

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

3. PUBLIC COMMENT

No public comments were offered.

4. CHAIR REMARKS - CHAIR SCHWARZE

On behalf of Mike Haval, President and CEO of Loaves & Fishes Chair Schwarze invited the committee to tour the hub facility on May 14 at 1:00 p.m. to discuss their expansion plans and do some volunteering while there. The chair requested the secretary send an email to the committee members and have them RSVP via email.

Chair Schwarze referenced the small human services grant fund portal, which closed on April 4th. Staff are reviewing approximately 75 applications.

Mary Catherine Wells, the Deputy Chief Financial Officer, said her Finance team will finish reviewing the applications later this week. The qualifying applications will be sent to Conor McCarthy, the Assistant State's Attorney, for further review. On April 28th the executive grant fund team will review the applications, which include Mary Keating and Conor McCarthy. The eligible applicants will be presented at the following Human Services Committee meeting on May 6. The committee members will have a couple of weeks to select their grant recipients within their districts. From there it will go back to Human Services, Finance, and County Board, which should all be done in May or June. Chair Schwarze reiterated that organizations that did not get all the information submitted in a timely fashion were excluded from participating. Staff did a great job reaching out over the open portal during the application timeline requesting documentation. He commended the Finance team for their efforts.

Member LaPlante asked if there was verbiage in the application that laid out the parameters of the timeline with the application. Finance staff confirmed that they sent emails on the last day with reminders about missing information. Some members stated that some emails went to their spam and requested a paragraph be added to the application process next year that the deadline is non-negotiable. Chair Schwarze and Mary Catherine noted that the deadline information was very clear in the webinar.

5. APPROVAL OF MINUTES

5.A. [25-1055](#)

Human Services - Regular Meeting - Tuesday, April 1, 2025

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

6. COMMUNITY SERVICES - MARY KEATING

6.A. [HS-R-0009-25](#)

Authorization to apply for PY2026 Title IIIIE Caregiver Resource Center Services Grant Funds from AgeGuide Northeastern Illinois. (Community Services)

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

6.B. [HS-R-0010-25](#)

Authorization to apply for FFY 2024 and FFY 2025 Section 5310 Grant Funds from the Regional Transportation Authority. (Community Services)

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

7. COMMUNITY DEVELOPMENT COMMISSION - MARY KEATING**7.A. [FI-R-0065-25](#)**

Recommendation for approval of Modification One to HOME Agreement HM21-02a between Catholic Charities, Diocese of Joliet, Inc. and the County of DuPage, increasing the amount of HOME funding by \$110,339 for a total HOME amount of \$410,339. (Community Development)

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Lynn LaPlante

SECONDER: Paula Garcia

8. DUPAGE CARE CENTER - JANELLE CHADWICK**8.A. [FI-R-0066-25](#)**

Additional appropriation for the DuPage Care Center Foundation Funded Projects Fund, Company 1200 - Accounting Unit 2105, in the amount of \$21,112. (DuPage Care Center)

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Dawn DeSart

SECONDER: Kari Galassi

8.B. [FM-P-0015-25](#)

Recommendation for the approval of a contract to Groot Industries, Inc., to provide refuse disposal, recycling, and asbestos pick-up services for DuPage County facilities, for Facilities Management, for the period June 1, 2025 through May 31, 2026, for a contract total amount not to exceed \$126,843.06, per renewal option under bid #22-026-FM, second of three options to renew. (\$1,260 for Animal Services, \$40,800 for the Care Center, and \$84,783.06 for Facilities Management)

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Lynn LaPlante

SECONDER: Kari Galassi

8.C. [FM-R-0001-25](#)

Amendment to Resolution FM-P-0015-25, issued to Groot Industries, Inc., for refuse disposal, recycling, and asbestos pick-up services, for Facilities Management. Expanding the scope of services to include an additional location for the Health Department and increasing the contracted rate per pick-up by 2%.

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

8.D. [HS-R-0011-25](#)

Resolution to rescind HS-P-0012-25 issued to Alco Sales & Service Company to provide Elite Ex-Long Term Beds for the DuPage Care Center. (Contract total amount of \$109,192.16)

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

8.E. [HS-P-0016-25](#)

Recommendation for the approval of a contract purchase order to Central DuPage Hospital Association D/B/A HealthLab, for patient phlebotomy and laboratory services, for the DuPage Care Center, for the period April 23, 2025 through April 22, 2026, for a total contract amount not to exceed \$40,000; under RFP #24-035-DCC renewal, first of three one-year optional renewals.

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

8.F. [HS-P-0018-25](#)

Recommendation for the approval of a contract purchase order to McKesson Medical Surgical Government Solutions, LLC, to furnish and deliver incontinent products for the DuPage Care Center, for the period June 30, 2025 through June 29, 2027, for a contract total amount not to exceed \$200,000; under MMCAP Contract #MMS2200736.

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

8.G. [HS-P-0019-25](#)

Recommendation for the approval of a contract purchase order to Professional Medical & Surgical Supply, Inc., to furnish and deliver ostomy, tracheostomy, urological and enteral supplies and services (Med B) and enteral feeding formulas, for the DuPage Care Center, for the period July 30, 2025 through July 29, 2026, for a total contract not to exceed \$50,000; under bid renewal #22-040-DCC, third and final optional renewal.

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

8.H. [HS-P-0020-25](#)

Recommendation for the approval of a contract purchase order to Alco Sales & Services Co., for replacement of Elite Ex long-term beds, for the DuPage Care Center, for the period April 23, 2025 through April 22, 2026, for a contract amount not to exceed \$110,880; per bid #25-042-DCC.

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

9. **BUDGET TRANSFERS**9.A. [25-1056](#)

Transfer of funds from account no. 1400-5920-50010 (overtime) and account no. 1400-5920-53828 (contingencies) to account no. 1400-5920-51040 (employee medical & hospital insurance) in the amount of \$8,600 to cover the deficits in the budget line that were unanticipated when the FY25 budget was prepared. (Community Services' Family Center)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Lynn LaPlante

9.B. [25-1057](#)

Transfer of funds from account no. 1000-1750-50000 (regular salaries) to account no. 1000-1750-50010 (overtime) in the amount of \$4,000 to cover employee overtime to assist the Information & Referral unit manage the client caseload while being short-staffed. (Community Services)

RESULT: APPROVED

MOVER: Paula Garcia

SECONDER: Kari Galassi

10. TRAVEL

10.A. [25-1058](#)

Community Services Administrator to attend the National Alliance to End Homelessness Conference in Washington D.C. from June 29, 2025 through July 3, 2025. Expenses to include registration, transportation, lodging, and per diems for approximate total of \$3,424. Grant funded. This travel was pre-approved by Human Services Chair Greg Schwarze to submit registration fees by an early deadline.

RESULT: APPROVED

MOVER: Paula Garcia

SECONDER: Kari Galassi

10.B. [25-1059](#)

Community Services Housing and Community Development Planner to attend the National Alliance to End Homelessness Conference in Washington D.C. from June 29, 2025 through July 2, 2025. Expenses to include registration, transportation, lodging, and per diems for approximate total of \$2,866. Grant funded. This travel was pre-approved by Human Services Chair Greg Schwarze to submit registration fees by an early deadline.

RESULT: APPROVED

MOVER: Lynn LaPlante

SECONDER: Kari Galassi

11. CONSENT ITEMS**11.A. [25-1060](#)**

360 Youth Services - Contract 6840-0001-SERV. This purchase order is decreasing in the amount of \$18,964.77 and closing due to purchase order has expired. (Community Services)

RESULT:	APPROVED
MOVER:	Paula Garcia
SECONDER:	Kari Galassi

12. INFORMATIONAL**12.A. [25-1061](#)**

GPN 007-25 LIHEAP HHS Grant PY26, Illinois Department of Commerce and Economic Opportunity, U.S. Department of Health and Human Services - \$3,657,594. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

12.B. [25-1062](#)

GPN 008-25 LIHEAP State Supplemental Grant PY26, Illinois Department of Commerce and Economic Opportunity, U.S. Department of Health and Human Services - \$3,422,595. (Community Services)

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

12.C. [25-1063](#)

GPN 009-25 Weatherization DOE Grant PY26, Illinois Department of Commerce and Economic Opportunity, U.S. Department of Energy - \$638,116. (Community Services)

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

12.D. [25-1064](#)

GPN 010-25 Weatherization HHS Grant PY26, Illinois Department of Commerce and Economic Opportunity, U.S. Department of Health and Human Services - \$974,465. (Community Services)

RESULT:	APPROVED AND SENT TO FINANCE
MOVER:	Lynn LaPlante
SECONDER:	Kari Galassi

12.E. [25-1065](#)

GPN 011-25 Weatherization State Grant PY26, Illinois Department of Commerce and Economic Opportunity - \$568,959. (Community Services)

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

13. RESIDENCY WAIVERS - JANELLE CHADWICK**14. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK**

Ms. Chadwick stated the Care Center has been covid free for weeks.

14.A. Presentation and Discussion, Care Center Renovation Update, and East Building Buildout.

Janelle Chadwick, Administrator of the DuPage Care Center, showed before and after photos of the current construction project at the Care Center via a PowerPoint presentation. In November 2022, the contract was originally approved and then amended and reduced to approximately \$31M on November 26, 2024.

The resident area renovation in 3N is complete and residents were moved in within the last ten (10) days. Ms. Chadwick stated the dementia unit, 3Center, has been approved by the architects and is pending the arrival of the clinical nurse surveyor from the Illinois Department of Public Health (IDPH). The unit consists of sixteen beds. Since the unit was under construction and the residents were relocated, the Care Center was not admitting new residents, reducing the dementia population over time to six residents.

The common area lighting and upgrades are complete, including 3South, the nursing and Finance areas, and finally ground south and ground east.

Wayfinding signage was added and made a huge impact.

Upgrades to the units include new windows with built-in blinds within the windowpanes and new cabinetry.

In the dementia unit, they found exterior windows built within the walls, which were removed for safety reasons for the dementia residents. Also, locking cabinets and shatterproof mirrors were installed.

The break areas have been moved behind the nurses' stations.

The east building, which is in the newer portion of the campus, houses the Medicare population and will be upgraded as part of the phase two construction. When they were delayed initially due to paperwork, they had to do two units at a time to catch up and currently they are three units down. Workers are doing mitigation on 2North, with 2Center and 2South to follow shortly. The units will all be down until 3Center is cleared for occupancy.

Tim Harbaugh, the Deputy Director of Facilities, said they hired a design firm and construction management firm. They would like to bring the contract for phase two to the County Board in May if there is a consensus with the committee. About 75% of the architectural design is needed to arrive at very firm construction dollars, which also will guarantee in the construction management contract that they will come in at the construction estimate rate. Mr. Harbaugh will come back to the County Board in August for the additional 25% and for all the construction activities. The current construction projects will end in June and Mr. Harbaugh is anticipating a seamless transition into the east building, which will take about one year to complete construction. The construction estimate comes to \$16.9M. The exact amount will be determined within the next 90 days for the County Board. Spending would start in February 2026 and not be committed until that time.

Nick Kottmeyer, the Chief Administrative Officer, stated the team, knowledge, and permitting are all in place and rolling directly into phase 2 will be the most cost effective and efficient at this time. Nick stated the \$17M in funding will come out of the Care Center's \$31M in reserves. He attributed the high reserves to Ms. Chadwick and her staff, due to achieving the 5 Star status for long-term care facilities, which determines the reimbursement rate from the state. The construction project consists of about 30 different pieces, which Janelle will have the final say and the ability to halt or minimize construction at any juncture. Mr. Kottmeyer stated there may be some Community Development Block Grant (CDBG) funding but expects most funding to be out of the Care Center reserves. Mr. Kottmeyer answered questions from the committee. Chair Schwarze stated that he met with Vice-Chair Garcia, Ms. Chadwick, and staff to discuss the renovation. At his suggestion they brought this presentation to this committee meeting for a consensus. This presentation will also be given at the Finance committee on April 22. The committee members all raised their hands in consensus for moving forward with phase two.

15. COMMUNITY SERVICES UPDATE - MARY KEATING

Mary Keating, Director of Community Services, pointed out that the Grant Proposal Notifications (GPN's) on the agenda items 12.A. through 12. E. are just notifications that they are applying for the funds, an internal county requirement to notify the board.

Ms. Keating spoke regarding the termination of the Low Income Home Energy Assistance Program (LIHEAP) staff at Health and Human Services (HHS) at the federal level. The state advised that they are working with different federal HHS staff and LIHEAP funding is continuing to funnel from the federal government to the state and then to DuPage County. Ms. Keating added that she has not received any information on the senior services side from the Administration for Community Living (ACL) under HHS, which is where most of their federal senior services programs come from.

As we look at potential cuts to the Medicaid program, in addition to the residents at the Care Center, Community Services has about 2000 individuals in their CCP program on any given month. This program provides home based services to help people age in place as long as they can. All participants are required to be on Medicaid.

Ms. Keating reminded the committee that the Community Services Block Grant (CSBG) Advisory Committee will meet at 11:30 today. If you are available, they would appreciate everyone's attendance.

16. OLD BUSINESS

16.A. Northern Illinois Food Bank Discussion

Chair Schwarze stated after the Northern Illinois Food Bank (NIFB) presentation at the Human Services Committee on March 4, he met with Julie Yurko, Executive Director of NIFB, Dupage County Chair Deb Conroy, Human Services Vice Chair, Paula Garcia, and senior staff regarding the food insecurity program at the NIFB, which ends on June 30, 2025. The discussion led to a decision to continue the program through the end of the DuPage County fiscal year, November 30, 2025. They earmarked \$500,000 out of the \$1M budget set aside for food insecurity to continue the NIFB program. Chair Schwarze stated they will formally bring this request to the County Board for approval to which there were no objections from the committee.

17. NEW BUSINESS

No new business was discussed.

18. ADJOURNMENT

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