

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Meeting Minutes - Final

Friday, August 26, 2022

10:00 AM

**Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3cdSqkC>**

**F&A Special Committee on COVID-19 Pandemic
Recovery and Investment**

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A Special Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

To view County Board Rules, click here: <https://bit.ly/3idRdrV>

1. Call to Order

Chair Frank called the meeting to order at 10:00 a.m.

2. Pledge of Allegiance

Member Kyle led the Pledge of Allegiance.

3. Roll Call of Members

Present 4 - Chair Frank, Member Pedersen, Member Danforth and Member Kyle

Absent 1 - Vice Chair Vealitzek

Jim Hawkins, Deputy County Administrator, made a statement noting that Vice Chair Vealitzek was unable to attend the Committee meeting in person, and did not meet the criteria for electronic attendance. So, even though Vice Chair Vealitzek was able to attend via electronic means, she was marked as absent.

Others Present:

Alex Carr, Communications

Alina Castaneda, 19th Judicial Circuit Court

Ashley Rack, Sheriff's Office

Austin McFarlane, Public Works

Betsy Brandon, Communications

Brenda O'Connell, Planning, Building and Development

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction

Carrie Flanigan, State's Attorney's Office

Cassandra Hiller, County Administrator's Office

Chad Wright, Facilities and Construction

David Doty, Public

Dennis McMahan, 19th Judicial Circuit Court

Dominic Strezo, Planning, Building and Development

Eric Tellez, Planning, Building and Development

Eric Waggoner, Planning, Building and Development

Frank D'Andrea, Finance

Gavin Good, Chicago Tribune

Gina Roberts, Board Member

Irshad Khan, Facilities

J. Kevin Hunter, Board Member

James Chamernik, Sheriff's Office

James Edwards, 19th Judicial Circuit Court

Janna Philipp, County Administrator's Office

Jennifer Serino, Workforce Development

Jeremiah Varco, Facilities and Construction

Jessica Vealitzek, Board Member
Jim Hawkins, County Administrator's Office
Joe Amaro, Health Department
Joel Sensenig, Public Works
John Light, Human Resources
Jolanda Dinkins, County Board Office
Kevin Quinn, Communications
Kristy Cechini, County Board Office
Kurt Woolford, Stormwater Management
Larry Mackey, Health Department
Marah Altenberg, Board Member
Matt Meyers, County Administrator's Office
Melissa Gallagher, Finance
Michael Wheeler, Finance
Nicholas Chapman, 19th Judicial Circuit Court
Pamela Riley, Health Department
Patrice Sutton, Finance
Michelle Progar, 19th Judicial Circuit Court
Rebecca Kumar, County Administrator's Office
Robert Glueckert, Supervisor of Assessments
RuthAnne Hall, Purchasing
Sonia Hernandez, County Administrator's Office
Shane Schneider, Division of Transportation
Susan August, Purchasing
Tammy Chatman, Communications
Theresa Glatzhofer, County Board Office
Therese White, State's Attorney's Office
Todd Schroeder, 19th Judicial Circuit Court

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items not on the agenda)

There were no public comments.

6. Chair's Remarks

Chair Frank welcomed Member Kyle to the Committee.

7. Unfinished Business

There was no Unfinished Business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

APPROVAL OF MINUTES

8.1 [22-1202](#)

Committee action approving the Financial & Administrative Special Committee on COVID-19 Pandemic Recovery and Investment from June 3, 2022.

Attachments: [F&A Special Committee 6.3.22 Final Minutes](#)

A motion was made by Member Danforth, seconded by Member Pedersen, that the minutes from June 3, 2022 be approved. Motion carried by the following voice vote:

Aye: 4 - Chair Frank, Member Pedersen, Member Danforth and Member Kyle

Absent: 1 - Vice Chair Vealitzek

REGULAR AGENDA

8.2 [22-1209](#)

Presentation regarding status of the County's ARPA-funded Affordable Housing Projects and Food Distribution Programs.

Attachments: [ARPA Committee Presentation 082622](#)

Eric Waggoner, Planning, Building and Development (PB&D) Director, introduced Brenda O'Connell, Community Development Administrator, who gave updates regarding projects previously funded by the American Rescue Plan Act (ARPA). Administrator O'Connell then presented new ARPA funding requests, totaling \$1,277,000, related to food and meal distribution for those in Lake County who are food insecure.

Discussion ensued.

Director Waggoner noted that, with the Committee's support, these items would move forward to the F&A Committee. Matt Meyers, Assistant County Administrator, noted that direction could be given under agenda item 8.5. Chair Frank agreed that the Committee would give direction during agenda item 8.5.

8.3 [22-1210](#)

Presentation regarding results from Lake County's public engagement initiatives.

Attachments: [ARPA Committee Presentation 082622](#)

Chair Frank thanked staff for their work on the American Rescue Plan Act (ARPA) funding public engagement process.

Matt Meyers, Assistant County Administrator, and Betsy Brandon, FOIA Coordinator, gave a presentation regarding the background and results of the ARPA public engagement program. Assistant County Administrator Meyers noted that the program included: an online questionnaire/survey, public meetings, and a virtual listening session.

Discussion ensued.

8.4 [22-1211](#)

Presentation, discussion and Committee direction regarding external project request process for ARPA funding.

Attachments: [ARPA Committee Presentation 082622](#)

Matt Meyers, Assistant County Administrator, gave a summary of the External Partner Request Program for American Rescue Plan Act (ARPA) funding and explained the program's guiding components, draft guidelines, and proposed timeline.

Discussion ensued.

Matt Meyers, Assistant County Administrator, requested Committee direction regarding proposed ARPA allocation amendments, funding extensions, and the External Partner Request Program.

The consensus of the Committee was for staff to move forward with the collection of and scoring process for the External Partner Request Program.

Discussion ensued.

The Committee directed staff to do a preliminary evaluation of potential ARPA funding eligibility for the SAFE-T Act and Veterans Assistance Commission.

Jim Hawkins, Deputy County Administrator, thanked FOIA Coordinator Brandon for her assistance with the data collection and organization process.

8.5 [22-1212](#)

Presentation, discussion and Committee direction regarding proposed ARPA allocation amendments, funding extensions, and new items for Committee consideration.

Attachments: [ARPA Committee Presentation 082622](#)

Matt Meyers, Assistant County Administrator, reviewed American Rescue Plan Act (ARPA) funding allocation request amendments, as well as projects with ends dates approaching, for which staff has recommended funding extensions. Assistant County Administrator Meyers then outlined additional ARPA eligible projects for the Committee's consideration.

Discussion ensued.

Chair Frank recommended pulling the personal protective equipment (PPE) warehouse

storage line item for further research and discussion. Carl Kirar, Facilities and Construction Director, and Jim Hawkins, Deputy County Administrator, provided a brief background on the PPE storage needs, requirements, and costs. Rebecca Kumar, Emergency Management Specialist, explained that the PPE distribution process will continue as long as requests are being received by the County.

The consensus of the Committee was to move the proposed APRA allocation amendments, funding extensions, and new items, with the exception of the PPE storage line item, forward to the Financial and Administrative Committee for consideration.

9. County Administrator's Report

Jim Hawkins, Deputy County Administrator, gave a brief summary of the directives provided to staff by the Committee at this meeting. Deputy County Administrator Hawkins noted that a resolution will be brought forward to the Financial and Administrative Committee based on the American Rescue Plan Act (ARPA) funding direction provided by the Committee today.

10. Executive Session

The Committee did not enter into Executive Session.

11. Members' Remarks

There were no Members' Remarks.

12. Adjournment

Chair Frank adjourned the meeting at 11:14 a.m.

Next Meeting: TBD

Meeting minutes prepared by Theresa Glatzhofer.

Respectfully submitted,

Chair, F&A Special Committee on COVID-19 Pandemic Recovery and Investment