

# Lake County Illinois

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



## Meeting Minutes

**Tuesday, October 6, 2009**

**1:00 PM**

**Conference Room C**

**Health & Community Services Committee**

1. Call to Order

*Chair Carlson called the meeting to order at 1:00 p.m.*

*Others Present:*

*Barry Burton, County Administrator*

*Dusty Powell, Sr. Asst. County Administrator*

*Vern Witkowski, Community Development*

*Bill Hunt, Planning, Building & Development*

*Margo Nelson, Planning Building & Development*

*Joel Williams, Planning, Building & Development*

*Joyce Parnell, Workforce Development Department*

*Lisa Tapper, Affordable Housing Corporation*

*Ric Olson, Workforce Advisory Board*

*Calvin Gwynne, Friend of Winchester House*

*Andrea Norwood Mathews, FAS*

*Michael Wheeler, FAS*

*Ron Laubach, City of Waukegan*

**Present** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

**Absent** 2 - Member Maine and Member Pedersen

2. Pledge of Allegiance

3. Approval of Minutes

3.1 [09-2007](#)

Minutes from September 1, 2009

**Attachments:** [Minutes HCS 9.1.09](#)

**A motion was made by Member Cunningham, seconded by Member Bush, that the minutes be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

3.2 [09-2042](#)

HCS & F&A joint budget minutes from September 22, 2009

**Attachments:** [HCS & F&A Joint Budget minutes 09.22.09](#)

**A motion was made by Member Cunningham, seconded by Member Bush, that the minutes be approved. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

4. Public Comment

5. Added to Agenda

6. Old Business

7. New Business

Workforce Development

7.1 [09-2012](#)

Joint resolution to enter into an agreement with Integrity Developers, Inc. for an Incumbent Worker Training Grant for a total cost of \$17,500.

*Joyce Parnell, Workforce Investment Board, presented this resolution.*

**A motion was made by Member Bush, seconded by Member Cunningham, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

Winchester House

7.2 [09-2076](#)

Report to the Committee on the activities of the Winchester House Advisory Board. (Information only)

*Ric Olson, Winchester House Advisory Board, gave an update to the committee. They have had several meetings and will be reporting to the committee on the budget, operations, building developments and resident centered care initiatives at Winchester House.*

**This item was presented.**

Community Development

7.3 [09-2013](#)

Joint resolution authorizing an amendment to the intergovernmental agreement with the City of North Chicago to extend the timeframe for the expenditure of 2008 Brownfield Funds.

**Attachments:** [North Chicago 2008 Brownfield Grant](#)  
[North Chicago IGA Amendment for 2008 Award](#)

*Bill Hunt, Planning, Building and Development, presented this resolution.*

**A motion was made by Member Cunningham, seconded by Member Bush, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

7.4 [09-2014](#)

Joint resolution authorizing an amendment to the intergovernmental agreement with the City of Waukegan to extend the timeframe for the expenditure of 2008 Brownfield Funds.

**Attachments:** [IGA Slip3 Brownfield 2008](#)  
[Waukegan IGA Amendment for 2008 Award](#)

*Bill Hunt, Planning, Building and Development, presented this resolution.*

**A motion was made by Member Cunningham, seconded by Member Feldman, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

**7.5 [09-2044](#)**

Joint resolution to execute the necessary documents to submit the 2009 Continuum of Care Homeless Assistance Application.

**Attachments:** [2009 CoC Projects](#)

*Joel Williams, Community Development, presented this resolution. Member Cunningham commented that some of these agencies turned people away and she would like to see more monitoring of all these agencies. Vern Witkowski, Community Development, responded that he provides a performance report with a short summary, yearly. Member Cunningham said she receives complaints from many people and wants more monitoring this year. Mr. Williams said they are developing a process that will allow formal complaints from people who have disputes with these agencies. Member Feldman asked, if an agency does not meet the goals and expectations that were predicted, can we deny their funding. Mr. Williams responded that the committee may reject their application for funding the following year.*

**A motion was made by Member Calabresa, seconded by Member Bush, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

**7.6 [09-2057](#)**

Committee action regarding the Lake County Affordable Housing Program.

**Attachments:** [2009 LCAHP Program Criteria.pdf](#)

*Vern Witkowski, Community Development, presented the Lake County Affordable Housing Program Criteria for 2008 to the committee to clarify and update for 2010.*

*The committee agreed that a provision should be added stating "any funds left over are to be returned" and add the words "up to" preceding the amount approved.*

*Member Bush suggested adding language including "rehabilitate for occupancy and safety".*

*Member Feldman said she would like to see wording to require the bids be submitted for*

*the projects. Mr. Powell said this would be a legitimate question to ask applicants. Chairman Carlson suggested insert the words "Competitive bidding is encouraged where feasible and will be considered in the application process".*

*Staff will write the changes and send to members when complete.*

**A motion was made by Member Bush, seconded by Member Feldman, that this item be approved as amended. The motion carried by the following vote: The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

**8. Executive Session**

**9. County Administrator's Report**

**10. Adjournment**

**A motion was made by Member Cunningham, seconded by Member Bush, that this item be adjourn. The motion carried by the following vote:**

**Aye:** 5 - Chair Carlson, Vice Chair Cunningham, Member Calabresa, Member Bush and Member Feldman

*The meeting adjourned at 2:21 p.m.*

*Minutes prepared by Barbara Allen.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Health & Community Services Committee*