

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Tuesday, September 30, 2008**

**1:00 PM**

**Conference Room C**

**Health & Community Services Committee**

1.0 Call to Order

Chairman Steve Carlson called the meeting to order at 1:00 p.m.

Others Present:

Dusty Powell, Sr. Assistant County Administrator  
Vern Witkowski, Community Development Department  
Lisa Tapper, Affordable Housing Corporation  
Gary Deegan, North Chicago  
John Moore, Waukegan  
Joyce Parnell, Workforce Development  
Anne Wagner, Winchester House  
Patricia Donald, Health Department  
Karyn Lyons, Health Department  
Calvin Gwynne, Friend of Winchester House  
Melinda Bush, Grayslake

2.0 Pledge of Allegiance

3.0 Approval of Minutes - August 26, 2008

The minutes of August 26, 2008 were approved by signature.

4.0 Public Comment

5.0 Chair's Remarks

6.0 Added to Agenda

7.0 Old Business

8.0 New Business

8.1 [08-0607](#)

Joint Resolution authorizing an emergency appropriation in the amount of \$1,497,644.78 in the Health Department's FY2008 budget as a result of unanticipated revenue from the Medicaid Federal Financial Participation Funding Initiative.

*Presented by Dusty Powell, Sr. Assistant County Administrator.  
LCHD/CHC has received unanticipated revenue from the Medicaid Federal Financial Participation Funding Initiative.*

- *The unanticipated revenue, in the amount of \$1,497,644.78, was not appropriated in the FY 2008 budget.*
- *LCHD/CHC is implementing plans to replace inefficient clinic and office space and commencing construction and demolition of approved facilities.*

- \$796,645.78 will be used to establish funding for the proposed construction.
- \$700,999.00 will be used to rent space to temporarily relocate daily operations during construction.

**A motion was made by Member Powers, seconded by Member Nixon, that this Resolution be Approved and referred on to Financial and Administrative Committee. Motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.2 08-0695

The Health Department's Immunization Program is again offering Flu and Pneumonia shots at select community sites throughout Lake County.

Attachments: [Flu Schedule 2008 -- for In-house PUBLICATIONa](#)

*Bill Mays presented the Health Departments Flu Immunization Program schedule.*

*The 5 largest sites will take appointments via website (www.lakecountyflu.com ) and phone, and will also receive walk-ins (Warren, Mundelein, Ela, Highland Park, Lake Forest). The remaining 8 sites will be walk-in only (Lindenhurst, Libertyville, Vernon, Waukegan, Round Lake, Fox Lake, North Chicago, Fremont).*

- *All sites have negotiated back-up dates in the event of inclement weather or vaccine supply issues.*
- *Additional flu and pneumonia shots for all age groups will be available at the Immunization Annex, 2303 Dodge Ave., Waukegan, MONDAYS, October 20 - December 15, 9 am - 11 am. Also, flu shots will be available to all age groups at our year round children's clinics. Refer to www.lakecountyflu.com for the children's clinic schedule.*
- *Medicare and Medicaid will be billed; those not eligible for Medicare or Medicaid will be charged a fee. Standard fees are \$35.00 for flu and \$52.00 for pneumonia. No one is refused service based on inability to pay.*
- *A special flu clinic will be held in conjunction with the County Board meeting on November 18, 2008, from 8:00 am to 12 noon. There is no fee for county employees, retirees and elected officials. Special clinics for employees and retirees have been scheduled for the Immunization Annex, Belvidere Campus, the Winchester House, and Depke Center (see schedule). Email announcements will be made.*

8.3 [08-0599](#)

Joint Resolution to enter into an agreement with Horwitz & Associates, Inc. (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

- *In response to a press release, Horwitz & Associates, Inc. expressed interest in the incumbent worker training program. Horwitz*

*& Associates, Inc. located in Riverwoods, has been in business for 38 years and employs 40 full time employees in the retail Securities Broker/Dealer business which provides financial services to the general public.*

- After consultation with Horwitz & Associates, Inc. a training curriculum was prepared to provide training to seven (7) employees for a total of ten (10) training hours per person to meet the annual compliance requirements of the Securities and Exchange Commission (SEC), regulated by the Financial Industry Regulatory Authority, Inc.(FINRA)*
- The State's policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$2,100. Lake County Workforce Development will reimburse \$2,100 and the company will provide employee hourly wages of an additional \$210 to show for their portion of the match. Cost per is employee \$300.00 for 10 hours of training for each employee.*

8.4 [08-0594](#)

Joint Resolution to enter into an agreement with Clearbrook (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

*In response to a news release, Clearbrook expressed interest in the incumbent worker training program. Clearbrook is headquartered in Arlington Heights with facilities in Lake County; has been in business for 53 years; employs 709 staff of which 455 are full-time and 254 are part-time; and provides an array of programs, services and support to families with young children with developmental delays (birth to four) and children, adolescents and adults with developmental disabilities.*

- After consultation with Clearbrook, a training curriculum was developed to train 31 employees for a total of 488 training hours to enhance the skill levels and curb the turnover rate by offering wage increases to their direct support and qualified mental retardation professionals, and provide annual certifications as well as direct training to LPNs, RNs, nursing coordinator, office manager, cook, administrator.*
- The State's policy requires that an employer with 100 or more employees provide 50% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$21,546. Lake County Workforce Development will reimburse \$21,546 and the company will provide employee hourly wages of an additional \$10,773 to show for their portion of the match. Cost per is employee \$695.03 for 16 hours of training for each employee.*

**A motion was made by Member that this Resolution be Approved and referred on to Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.5 [08-0596](#)

Joint Resolution to enter into an agreement with AHE, Inc. (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

- *In response to a press release, AHE, Inc. expressed interest in the incumbent worker training program. AHE, Inc. has been in business (two) 2 years, is located in Libertyville, employs seven (7) employees and is a manufacturer & producer of bulk ice cream for distribution to wholesalers.*

- *After consultation with AHE, Inc., a training plan was prepared to train five (5) employees for a total of 20 training hours per person to enhance their skills in becoming an Ice Cream Artisan I, which is the art of mass production of ice cream.*

- *The State's policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$10,000. Lake County Workforce Development will reimburse \$10,000 and the company will provide employee hourly wages of an additional \$1,000 to show for their portion of the match. Cost per employee is \$2,000.00 for 20 hours of training for each employee.*

**A motion was made by Member Sabonjian, seconded by Member Cunningham, that this Resolution be Approved and referred on to Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.6 [08-0595](#)

Joint Resolution to enter into an agreement with Boller Construction Co., Inc. (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

*In response to outreach efforts, Boller Construction Co., Inc. expressed interest in the incumbent worker training program. Boller Construction Co., Inc., located in Waukegan, has been in business for 30 years; and is a commercial construction company that employs 80 employees.*

- *After consultation with Boller Construction Co., Inc., a training plan was prepared to train 25 employees for a total of eight (8) training hours per person so that carpenters, cement masons and laborers can learn to operate the forklift and aerial boom lift equipment as well as meet safety compliances in their present positions.*

- *The State's policy requires that an employer with 51 to 99 employees provide 25% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$19,101. Lake County Workforce Development will reimburse \$19,101 and the company will provide employee hourly wages of an additional \$4,775.25 to show for their portion of the match. Cost per employee is \$764.04 for eight (8) hours training for each employee.*

**A motion was made by Member Sabonjian, seconded by Member Cunningham, that this Resolution be Approved and referred on to Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.7 [08-0358](#)

Joint Resolution to enter into an agreement with Countryside Association for People with Disabilities (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

*In response to a news release, Countryside Association for People with Disabilities expressed interest in the incumbent worker training program. Countryside Association for People with Disabilities with locations in Palatine and Waukegan, has been in business for 54 years; employs 98 full time employees that assist 650 children and adults and their families with support services that include developmental training services and self-help skills building at work and training centers, and provide in-home Respite Services to individuals with disabilities to obtain and retain a community living environment.*

- *After consultation with Countryside Association for People with Disabilities, a training plan was prepared to train 20 employees for a total of 48 training hours per person so as to enhance their supervisory skills in their present positions.*
- *The State's policy requires that an employer with 51 to 99 employees provide 25% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$19,630. Lake County Workforce Development will reimburse \$19,630 and the company will provide employee hourly wages of an additional \$4,907.50 to show for their portion of the match. Cost per employee is \$981.50 for 48 hours training for each employee.*

**A motion was made by Member Sabonjian, seconded by Member Cunningham, that this Resolution be Approved and referred on to Financial and Administrative Committee. The motion carried**

**unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.8 [08-0590](#)

Joint Resolution to enter into an agreement with A.L. Hansen Mfg. Company (Incumbent Worker Training Grant).

*Presented by Joyce Parnell, Workforce Investment Board.*

- *In response to outreach efforts, A.L. Hansen Mfg. Company expressed interest in the incumbent worker training program. A.L. Hansen is a manufacturer of hardware such as hinges, latches, and bar locks for the commercial trucking industry; employs 120 employees, is located in Waukegan, and has been in business for 88 years.*

- *After consultation with A.L. Hansen Mfg. Company a training solutions curriculum was prepared to train fifteen (15) employees to enhance effective meetings techniques for the management staff.*

- *The State's policy requires that an employer with 100 or more employees provide 50% of the cost of the training. The policy also states that employee wages & fringe benefits can be used to off-set the employer match without the employer having to pay additional funds out of pocket. The total cost of training is \$2,500. Lake County Workforce Development will reimburse \$2,500 and the company will provide employee hourly wages of an additional \$1,250 to show for their portion of the match. Cost per employee is \$166.67 for eight (8) hours training for each employee.*

**A motion was made by Member Sabonjian, seconded by Member Cunningham, that this Resolution be Approved and referred on to Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

8.9 [08-0696](#)

Brownfield Grant Presentations

*Presented by Gary Gibson, Assistant County Administrator.*

- *Applications for the second round of brownfield grants have been submitted, with four (4) municipalities submitting applications.*

- *Subsequently, Lake Zurich asked that their application be withdrawn.*

- *Presentations from Beach Park, North Chicago and Waukegan will be provided.*

*Mr. Gibson introduced John McEntire, from Beach Park, to present an application to clean up a section of Sheridan Road. The committee informed Mr. McEntire that his applicaiton did not meet the criteria requirements for brownfield grants because it does not contain hazardous material.*



*Mr. Gibson introduced Gary Deegan and Larisha Garland from the City of North Chicago to present their request on the Sheridan Crossing Project, for \$100,000 in funds for several activities including: conducting remediation of lead-contaminated sediment in two stormwater ponds; conducting Phase I and II; capping the surface of contaminated areas of the former Fansteel property; and working with the IEPA to obtain a No Further Remediation letter for property within the project area. The redevelopment proposal in North Chicago has plans for a \$21 million Sheridan Crossing Redevelopment Project on this property. To date, the City has acquired and removed all structures from the site. In addition, the City has installed a new sanitary sewer and a new water main to service the site. The City has also participated with the federal and other local governments to reopen the signalized intersection and at grade rail crossing at the Martin Luther King Dr. and Sheridan Road intersection.*

*Mr. Gibson introduced John Moore, from the City of Waukegan to present a request from the City for \$100,000 to construct a new engineered environmental containment of PCBs that would facilitate the construction of a boat storage facility. No County funds would be used to construct the proposed storage facility. The redevelopment proposal is, the project part of the on-going redevelopment work that the City of Waukegan has developed for the harbor area.*

*The Committee requested staff to prepare resolutions for the City of Waukegan and the City of North Chicago for the amounts requested. These two resolutions should be available to be voted on at the next Committee meeting.*

**This matter was Placed on the floor**

9.0      [08-0697](#)

Community Development Division Staff Report - Affordable Housing Corporation Request to Modify its Homebuyer Program Activities under its 2008 Affordable Housing Program Grant.

*Vern Witkowski, Community Development Department introduced Lisa Tapper from Affordable Housing Corporation. Ms. Tapper made a request to the Committee to modify its First Time Homebuyer Program to include Affordable Plus Mortgage.*

- *The Affordable Housing Corporation has requested an amendment to its 2008 Affordable Housing Program (AHP) contract to permit the use of AHP funds for the Affordable Plus Mortgage (APM) Program, in addition to the regular First Time Homebuyers Program for which it had applied (AHC memo to be distributed at HCS Meeting)*
- *The reason for this request is the current suspension of funding for the APM Program by the Illinois Housing Development Authority (IDHA) due to a shortage of funds in the Illinois Housing Trust Fund.*
- *The proposed amendment would enable AHC to continue*



*operating the APM Program (using AHP funds in place of IDHA funds) until IDHA Trust Funds again become available this coming January.*

**A motion was made by Member Sabonjian and seconded by Member Cunningham that this request to modify its Homebuyer Program Activities under its 2008 Affordable Housing Program Grant be approved. The motion carried unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian

**Vern Witkowski announced Lake County will receive \$4.6 million dollars for the acquisition and rehabilitation of vacant and foreclosed properties in Lake County. Additional program information and action plan amendments are pending.**

**10.0 Winchester House Report**

**11.0 County Administrator's Report**

**12.0 Adjournment**

*The meeting was adjourned at 2:45 p.m.  
The minutes were prepared by Barbara Allen.*

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Health & Community Services Committee  
Chair Carlson, Vice Chair Powers, Member Maine, Member Sabonjian  
and  
Member Spielman*

**A motion was made by Member Sabonjian, seconded by Member Powers, that this meeting be adjourned. Motion carried**

**unanimously.**

**Aye:** 6 - Carlson, Powers, Cunningham, Maine, Nixon and Sabonjian