

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, August 1, 2017

11:00 AM

Assembly Room, 10th Floor

Health and Community Services Committee

1. **Call to Order**

Chair Carlson called the meeting to order at 11:11 a.m.

Present 7 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, Member Martini and Member Paxton

Others Present:

Barry Burton, County Administrator

Amy McEwan, Deputy County Administrator

Dakisha Wesley, Assistant County Administrator

Paul Fetherston, Assistant County Administrator

Linda Pedersen, County Board Member

Tom Weber, County Board Member

Jodi Gingiss, Community Development

Jennifer Serino, Workforce Development

Gary Gordon, Finance and Administrative Services

Mark Pfister, Health Department

Anthony Cooling, Finance and Administrative Services

RuthAnne Hall, Finance and Administrative Services

Benjamin Gilbertson, Finance and Administrative Services

Susan Brines, Finance and Administrative Services

Ryan Horne, Finance and Administrative Services

Lisa Kritz, Health Department

Matt Meyers, Planning, Building and Development

Gloria Westphal, Health Department

Larry Mackey, Health Department

Matt Emde, Division of Transportation

Anita Patel, Planning, Building and Development

Cynthia Harron, Employee Connections

Emily Coleman, News-Sun

Sonia Hernandez, County Administrator's Office

2. **Pledge of Allegiance**

Chair Carlson led the group in the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 **17-0843**

Minutes from June 27, 2017.

A motion was made by Member Martini , seconded by Member Hart, that the minutes be approved. The motion carried by the following vote:

Aye: 7 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, Member Martini and Member Paxton

4. **Added to the Agenda**

There were no items added to the agenda.

5. Public Comment

There were no public comments.

6. Chairman's Remarks

There were no Chairman's remarks.

7. Old Business

There was no old business to conduct.

8. New Business

COMMUNITY DEVELOPMENT

8.1 [17-0550](#)

Joint resolution approving the 2017 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the distribution and implementation of the plan with the United States Department of Housing and Urban Development (HUD).

Chair Carlson presented a motion to amend item 8.1. The amendment adds the following wording to the resolution "Plus a relocation of \$45,000 in Lake County Affordable Housing Program funds from new senior rental housing in Mundelein (PIRHL, LLC) to Catholic Charities for emergency shelter (motel vouchers) for flood victims and general homelessness prevention".

The motion to amend item 8.1 was made by Member Calabresa, seconded by Member Cunningham. The motion carried unanimously.

Amy McEwan, Deputy County Administrator, provided an update on the residents currently displaced and how the County is providing assistance for these families. There are currently 11 people still looking for housing and Lake County has reached out to assist these families. The \$45,000 to Catholic Charities will help provide emergency shelter to these families. Member Frank would like to see a listing of residents impacted/benefited from the additional funding and would like to see a listing showing where these residents were relocated. Discussion ensued.

Jodi Gingiss, Community Development, presented the Annual 2017 Housing and Community Development Annual Action Plan. The plan includes the construction of a new affordable housing facility in Deerfield (Zion Woods).

The Mundelein Senior housing allocation will not be affected by funds borrowed to assist flooded families. The funds were replenished from the federal Housing and Urban Development funds/HOME program. The hotel/motel voucher program has helped all Lake County residents not only in the Mundelein area. Member Cunningham thanked Jodi Gingiss and the Community Development Department for reaching out to the communities. Member Calabresa thanked Jodi Gingiss for her work involving the

ServicePoint Referral Program. Crisis intervention training data (CIT) will be available through ServicePoint, this information is currently not available nor captured electronically.

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

Aye: 7 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, Member Martini and Member Paxton

HEALTH DEPARTMENT

8.2 [17-0840](#)

Joint resolution accepting a Lake County Video Gaming Funds grant and authorizing an emergency appropriation in the amount of \$120,000.

Mark Pfister, Health Department Director, introduced new Director of Prevention, Lisa Kritz. Mark Pfister explained how this video gaming grant will fund two case managers that will provide services to families. Services include housing and case management to individuals that are homeless or need more stable housing. Transportation will also be provided to these individuals by Health Department staff.

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

Aye: 7 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, Member Martini and Member Paxton

WORKFORCE DEVELOPMENT

8.3 [17-0824](#)

Joint committee action approving Change Order Number One for contracts for Youth Program Services with various firms for Lake County Workforce Development.

Jennifer Serino, Workforce Development Director, presented the change order of renewal of contracts for Youth Program Services. The change order includes a discontinued contractor and a reduction of funds from Waukegan High School SHINE Program and the Waukegan Pharmacy Tech Program. Discussion ensued.

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

Aye: 7 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, Member Martini and Member Paxton

9. Executive Session

There was no executive session.

10. County Administrator's Report

Amy McEwan, Deputy County Administrator, updated committee on the mental health study and its progress with the Mental Health Coalition Program. A draft report from the consultant will be presented to committee in the coming weeks. The consultant is reviewing four to five data sharing models that will be presented to the coalition and will be asking the Mental Health Coalition to identify the pros and cons of each model. Ms. Amy explained how the justice data will be shared within departments and explained how this data is currently being shared with LaCasa, Jail, Health Department and PADS.

Member Paxton left meeting at 11:45.

10.1 [17-0804](#)

Land Team Progress Report.

A PowerPoint presentation was given to committee presented by Matt Meyers, Planning, Building and Development, Gloria Westphal, Health Department, Larry Mackey, Health Department, Matt Emde, Division of Transportation and Anita Patel, Planning, Building and Development.

The group focused on integration and shared services, collaborative permitting, operational efficiencies, regulatory consistency, and enhanced customer service. Four projects initiated by the group include the integration of PBD and Public Works (PW) permits, fast tracking the permit process, improving signage at the Libertyville Campus, and streamlining the administrative processes. This new process has been posted on the county website.

Member Hart asked if the cost will decrease when applying for a fast track permit with this new system. A fee analysis report is currently underway and will be looked at closely. The long-range plan is to get all municipalities to participate.

Discussion ensued.

Planning, Building and Development staff surveyed campus visitors on how easy/difficult it was to reach their destination. Approximately 200 customers filled out the survey and reported that it was very difficult to find the Libertyville facilities. It has been recommended to be consistent and add large address labels and site identity signs to the Libertyville facilities.

Member Frank left meeting at 12:11 p.m.

Anita Patel explained the streamline administrative process. Member Martini is very happy with this process and inquired about the cost on cross training for resource pooling. Anita Patel gave one example of a currently implemented resource pooling. The payroll process at Planning, Building and Development is currently handled by DOT's payroll liaison. It has also been recommended to standardize business hours at Libertyville

campus from 8:00-4:00. Customers will not be turned away if they came in prior to 8:00 or after 4:00. This change would be for the front desk staff only.

11. Members' Remarks

Member Hart asked for an update on Tobacco 21. Mark Pfister reported that an update will be given to committee on August 29. All regulated entities received public notice and only 3 individuals attended the public hearing.

Member Carlson would like an introduction of the new Veteran's Assistance Director at next meeting.

12. Adjournment

A motion was made by Member Cunningham, seconded by Member Martini , that the meeting be adjourned at 12:27 p.m. The motion carried by the following vote:

Aye: 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham and Member Martini

Not Present: 2 - Member Frank and Member Paxton

Minutes prepared by Sonia Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Health and Community Services Committee