

# Lake County Illinois

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



## **Minutes Report**

**Tuesday, April 7, 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:*

*Suzi Schmidt, County Board Chairman*

*Barry Burton, County Administrator*

*Dusty Powell, Sr. Asst. County Administrator*

*Anne Wagner, Winchester House*

*Chris Stevens, Workforce Development*

*Joyce Parnell, Workforce Development*

*Jennifer Everett, Workforce Development*

*Al Evans, Workforce Development*

*Andrea Norwood-Mathews, Financial & Administrative Svcs.*

*Lisa Tapper, Affordable Housing Corporation*

*Calvin Gwynne, Friend of Winchester House*

*Mary Hill, Lake County United*

*June McCoy, Lake County United*

*Terry McKinnon, Lake County United*

*Michael Knight, Lake County United*

*Kathy Cole, Lake County United*

*Barbara Allen, County Board Office*

**Present** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

2. **Pledge of Allegiance**

*Chair Carlson led the committee in the Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 **09-1420**

Attachments: [HCS Minutes 3.31.09](#)

**A motion was made by Member Pedersen, seconded by Member Maine, that the HCS 3.31.09 minutes be approved. The motion carried unanimously.**

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

4. **Public Comment**

5. **Added to Agenda**

6. **Old Business**

7. **New Business**

7.1 **09-1346**

Joint resolution approving an emergency appropriation for the Motorola Training Grant for \$100,000 for training assistance.

- The IL Department of Commerce and Economic Opportunity awarded a grant to Lake County Workforce for \$100,000.
- This grant was awarded due to the recent announcement by Motorola to lay-off 667

workers from the Libertyville facility.

- This grant will be used to provide training assistance exclusively to approximately 16 - 20 laid-off Motorola workers.
- At this time, the state has no additional funds available from this funding source. Once additional funds are available at the state level, a modification will be submitted to request additional dollars. Workforce Stimulus funds will also be used to provide training to additional Motorola workers.
- An emergency appropriation must be executed to add these funds to the Lake County Workforce Development Department. The total increase is \$100,000.

*Christ Stevens, Workforce Development presented this resolution.*

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

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**7.2 09-1348**

Joint resolution approving the Summer Youth Employment Worksite Agreement.

- It is necessary to enter into Summer Youth Employment Worksite Agreement with various organizations to provide summer youth employment work positions for the Lake County 2009 Summer Youth Employment Program.
- The Worksite Agreement outlines the responsibilities of the summer worksites and the County of Lake.
- In order to execute these agreements, it is necessary to authorize the County Board Chairman or their designee to sign the agreements.

**Attachments:** [Worksite agreement 2009 and 2008 worksite list.pdf](#)

*Jennifer Everett, Workforce Development presented this resolution. Ms. Everett gave the committee a list of Worksites for the Summer Youth Employment Program and a sample of the agreement. She hopes to have 30 more companies apply this 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:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**7.3 09-1388**

Joint resolution entering into an Incumbent Worker Training Grant with Siemens Building Technologies for \$39,500.

- In response to a news release, Siemens Building Technologies expressed interest in the incumbent worker training program. Siemens Bldg Technologies resides in Buffalo Grove with corporate headquarters located in New York City. Worldwide, Siemens and its subsidiaries employ 428,000 people in 190 countries; in the U.S. 69,000 employees in all 50 states and in Puerto Rico; the Illinois facility employs 1,000 employees. The mission is optimized facility performance and solutions that encompass comfort, life style, security, energy efficiency, critical manufacturing environments and building operations
- After consultation with Siemens Bldg Technologies, a training curriculum was

developed to train 263 full time employees for a total of 2,104 training hours in Lean Manufacturing which in turn will allow the company to remain competitive in manufacturing and long-term job retention; create a Lean Enterprise/Environment and Operation and further help the company to move the manufacturing workforce to Self-Directed Work Teams. The occupations of employees to be trained are: Production Operators, Material Handlers, QA Inspectors, Procurement Analysts, Buyers and Customer Service Representatives.

- The state 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 & fringes can be used to off-set the employer match without employer having to pay additional funds out of pocket. The total cost of training is \$39,500. Lake County Workforce Development will reimburse \$39,500 and the company will provide employee hourly wages of an additional \$19,750 to show for their portion of the match. Cost per employee is \$150.19 for 8 hours of training for each employee.

*Joyce Parnell, Workforce Development presented this resolution.*

**A motion was made by Member Pedersen, 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:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**7.4 09-1376**

Joint resolution approving an emergency appropriation to accept the American Reinvestment and Recovery Act (ARRA) grant and allocate the funds to Workforce Development.

- With the passage of the American Recovery and Reinvestment Act of 2009, the Illinois Department of Commerce and Economic Opportunity has awarded Lake County funds under the Workforce Investment Act.
- The total funds available for Lake County are \$5,202,612 and are available for expenditure from February 17, 2009 until June 30, 2011.
- Lake County Workforce will receive \$1,104,266 in Adult funds, \$1,657,089 in laid off worker funds, and \$2,441,257 in youth funds.
- Other changes as a result of this legislation are that the youth funds can be used for a stand alone Summer Employment Program and the age requirement for youth has been expanded to 24 years.
- Thus, an emergency appropriation needs to be approved to allocate these funds into the Workforce Department budget and authorize acceptance of this grant.

*Chris Stevens presented this resolution.*

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

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**7.5 09-1405**

Resolution approving Proposed Bylaw Changes for the Lake County Affordable Housing Commission.

- The Affordable Housing Corporation of Lake County (AHC) requests approval to change certain items of the current Bylaws of the Lake County Affordable Housing

Commission (Commission).

- The Committee has been provided a written summary of the requested changes and their rationale. Attached is a redlined version of the current Bylaws that details the proposed changes.
- AHC is requesting approval to:
  - Change the Commission's general power "to appoint a minimum of a simple majority of members" and allow the Commission "to appoint a minimum of 25% and a maximum of 49% of the AHC Board of Directors". This would remove the Commission's Instrumentality of Government status allowing AHC to operate their programs more effectively as well as apply for certification as a Community Development Financial Institution (CDFI).
  - Eliminate the Commission's Public Education and Advocacy and Legislative Affairs committees, which currently limit the necessary flexibility required to respond to the Commission's emerging needs or goals. The Commission will instead rely on their existing capacity to create ad-hoc committees and task forces.
  - Change the Commission's goals that specify work plans related to the public education and legislative activities. This would assure an active Commission agenda that would allow for flexibility as specific goals change.

**Attachments:**     [AHC Summary and Bylaw Changes](#)

*Lisa Tapper, Affordable Housing Corporation presented this request. The committee requested more information regarding the bylaw changes. Ms. Tapper will present more information at the next committee meeting.*

**A motion was made by Member Maine, seconded by Member Bush, that this item be postponed. The motion carried unanimously.**

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**7.6            09-1355**

Joint resolution authorizing the Purchasing Agent to enter into a contract with Air Con Refrigeration & Heating, Inc, Waukegan, IL for the installation of a Boiler Heating Plant in the Belvidere Medical Building, Waukegan, IL, in the amount estimated not to exceed \$589,900.

- Lake County desires to enter into a contract to provide and install a replacement boiler heating plant in the Belvidere Medical Building.
- Invitations for Bids were extended to 12 contractors and 12 sealed bids were received and opened on March 10, 2009.
- Air Con Refrigeration & Heating, Inc., Waukegan IL is the lowest responsive and responsible bidder in the amount of \$589,900. Other bids submitted ranged in the amounts of \$598,900 to \$670,200.
- This contract will cost the county an estimated amount of \$589,900, charging to account 101-1103265-82020-000-000-000-11200.

*Dusty Powell, Sr. Assistant County Administrator, presented this resolution.*

**A motion was made by Member Maine, 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:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

7.7 09-1416

Joint resolution adopting the 2009 Winchester House Market Study including the associated financial and capital study.

- The County Board commissioned 3 prior studies to review the management, financial information, and market share of Winchester House in senior care.
- The third study, the 2007 Transition Plan, focused on identifying the primary and secondary market areas, projected population needing skilled nursing care, revenue and expenses, and resident occupancy. The conclusion was that the primary and secondary service areas for Winchester House can support a new skilled nursing facility of approximately 175 beds.
- On September 11, 2007 the County Board adopted a resolution which established the Winchester House Operating Policies that set parameters for resident payer mix, directs facility operation within revenues and the property tax levy, requires that capital bonds for a new skilled nursing facility be retired using revenues and the property tax levy, and that the number of employees be in line with industry standards and tied directly to operational performance and occupancy.
- In 2009, a Market Study update was commissioned and found that the maximum capacity of the skilled nursing facility was 175 beds. An associated financial and capital study was also performed and found that a new 175 bed skilled nursing facility is financially and operationally feasible and would operate within projected revenues and the property tax levy.
- The joint resolution reaffirms the September 11, 2007 resolution, adopts the 2009 Market Study update including the associated financial and capital study findings that a 175 bed skilled nursing facility is feasible, and directs that the final number of beds be determined through the architectural design process. The joint resolution also directs the County Administrator's Office to oversee and insure that the architectural design process and the construction of a new skilled nursing facility be accomplished within the parameters and requirements of the Winchester House Operating Policies.

*Dusty Powell, Sr. Assistant County Administrator presented this joint resolution.*

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

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

7.8 09-1309

Joint resolution authorizing the Purchasing Agent to enter into a contract with Plunkett Raysich Architects, LLP of Milwaukee, Wisconsin for Architectural and Engineering Services for the design of a replacement skilled nursing care facility in the amount of \$1,565,000 and approve an emergency appropriation in the amount of the contract.

- Lake County desires to enter into a contract for architectural and engineering services for the design of a replacement skilled nursing care facility.
- Statement of Interest #28188 was called for by publication. Notices were sent to 47 firms; responses were received from 12 firms.
- In accordance with Section 5-101 (3) of the Lake County Purchasing Ordinance and the Local Government Professional Services Selection Act, a Selection Committee

evaluated all firms, then selected and interviewed 4 firms.

- Negotiations were conducted and it was determined to be in the best interest of the County to enter into a contract with Plunkett Raysich Architects, LLP of Milwaukee, Wisconsin at a reasonable compensation for the services rendered.
- The scope of services include architectural and engineering services required for the development of a 175 bed skilled nursing care facility to be located on the County's Libertyville Campus. The scope of services include programming and needs analysis in a format required by IDPH, complete site and building design and preparation of all required construction documents, interior design services, construction administration services and all other services ancillary to proving architect of record services for a new skilled nursing care facility.
- This contract will cost the County \$1,565,000 and is being funded through an emergency appropriation in this amount in the Capital Improvement Program. The County will be reimbursed for the cost of this contract by a future bond issuance.

*Dusty Powell, Sr. Assistant County Administrator presented this resolution. Member Calabresa requested some examples of work done by Plunkett Raysich Architects, LLP.*

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

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

**8. Executive Session**

*No Executive Session.*

**9. County Administrator's Report**

*No County Administrator report.*

**10. Adjournment**

**A motion was made by Member Cunningham, seconded by Member Maine, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 7 - Chair Carlson, Vice Chair Cunningham, Member Maine, Member Calabresa, Member Bush, Member Feldman and Member Pedersen

*The meeting adjourned at 2:00 p.m.  
Minutes prepared by Barbara Allen.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chair*

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*Health & Community Services Committee*