

# Lake County Illinois

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



## **Minutes Report**

**Tuesday, July 7, 2009**

**1:00 PM**

**Final**

**Conference Room C**

**Health & Community Services Committee**

1. **Call to Order**

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

*Others Present:*

*Dusty Powell, Sr. Asst. County Administrator*

*Irene Pierce, Lake County Health Department*

*Anne Wagner, Winchester House*

*Mary Stevens, Winchester House*

*Gary Reis, Finance and Administrative Services*

*Andrea Norwood-Mathews, Finance and Administrative Services*

*Michael Wheeler, Finance and Administrative Services*

*Phil Rovang, Planning Building and Development*

*Vern Witkowski, Community Development*

*Bill Hunt, Planning Building and Administrative Services*

*Mary Ellen Tamasy, Lake County Residential Development Corp.*

*Calvin Gwynne, Friend of Winchester House*

*Aaron Lawlor, Citizen*

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

2. **Pledge of Allegiance**

3. **Approval of Minutes**

**09-1699**

Health and Community Services Minutes 6.2.09

**Attachments:** [HCS Minutes 6.2.09](#)

**A motion was made by Member Maine, seconded by Member Cunningham, that this item be approved. 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

4. **Public Comment**

5. **Added to Agenda**

6. **Old Business**

7. **New Business**

**Winchester House**

7.1 **09-1697**

Joint resolution to enter into contracts with Direct Supply, Milwaukee, WI for 136 Hi-Lo beds in the amount of \$225,796.72 and Joerns, Co., Stevens Point, WI for 136 mattresses in the amount of \$26,438.40.

- Bids were called for by publication for 136 Hi-Lo Beds & Mattresses for Winchester House, Libertyville, IL.
- Bids were extended to twenty-one (21) potential vendors; and seven (7) bids were

- received from six (6) vendors for 136 Hi-Lo beds.
- Direct Supply, Milwaukee, WI ,was the lowest responsive and responsible bid for 136 Hi-Lo beds in the amount of \$225,796.72; two (2) other bids were received in the amounts of \$239,152.32 and \$257,040 and four (4) non-responsive bids were received.
  - Nine (9) bids were received from 8 vendors for 136 mattresses.
  - Joerns Co., Stevens Point, WI was the lowest, responsive and responsible bidder in the amount of \$26,438.40; seven (7) other bids received ranged from \$30,043.76 to \$38,080 and one (1) non-responsive bid was received.
  - The contracts will cost \$252,235.12 and charged to various accounts.

*Anne Wagner and Mary Stevens, Winchester House, presented this resolution. Hi/low beds provide the safety of a lower bed, while offering the ability to adjust the height of the mattress deck for transfers, entry/exit from the bed, and the provision of a comfortable work height for caregivers. The lower bed can reduce the risk of injury if a resident rolls or falls out of bed. The Hi-Lo bed has independent controls at the head and the foot.*

*Member Maine asked which accounts would this purchase be charged to. Ms. Stevens replied that the majority of funds would come from the general operating fund and Winchester House funds would cover the remainder and she would provide the exact account numbers.*

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

7.2

**09-1698**

Joint resolution authorizing adoption of a written Identify Theft Prevention Program establishing rules and procedures to detect, prevent and mitigate identity theft.

- The Federal Trade Commission (FTC), the federal bank regulatory agencies, and the National Credit Union Administration (NCUA) have issued regulations (the Red Flag Rules) requiring financial institutions and creditors to develop and implement written identity theft prevention programs, as part of the Fair and Accurate Credit Transactions (FACT) Act of 2003.
- The programs must be in place by August 1, 2009 and must provide for the identification, detection, and response to patterns, practices, or specific activities (known as "red flags") that could indicate identity theft.
- Compliance is required from any person or business who arranges for extension, renewal, or continuation of credit, with "providers who accept insurance for which the resident covered is ultimately responsible for any charges incurred" specifically sited.
- Compliance requires development of a written program, identification of relevant red flags, prevention, and mitigation of ID theft, and periodic updates to the program.
- This resolution authorizes adoption of a written Identification and Theft Prevention Program for Winchester House that establishes rules and procedures to detect, prevent, and mitigate identity theft.

**Attachments:** [Red Flag Rules Identity Theft Prevention Program WH \(2\)](#)

*Anne Wagner and Mary Stevens, Winchester House presented this resolution. The purpose is to protect private information for workers and residents from identification theft. There is no cost associated with these rules.*

**A motion was made by Member Calabresa, 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

### Community Development

#### 7.3 09-1725

Committee action request for Project Change: Lake County Affordable Housing Program award #A0846 by Lake County Residential Development Corporation.

- On August 12, 2008 the Lake County Board awarded \$60,000 to Lake County Residential Development Corporation for the rehabilitation of its 5-unit rental project in Lake Bluff for very low-income households.
- Awarded activities, including the installation of a fire sprinkler system throughout the complex, have been completed and anticipated water storage tanks were not needed.
- Lake County Residential Development Corporation requests HCS Committee approval for a change order to use the remaining funds to pay for maintenance on the exterior of the building and adjacent sidewalks.

**Attachments:** [LCRDC #A0846.pdf](#)

*Mary Ellen Tomasy, Lake County Residential Development Corporation, requested this change order. The costs associated with the sprinkler system approved by the committee was substantially less than previously estimated and the request was to use the money left over for maintenance to sidewalk and parking spaces.*

*After a lot of discussion regarding this project, the committee did not want to get involved into maintenance of properties but could make this one time exception.*

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

**Aye:** 4 - Chair Carlson, Vice Chair Cunningham, Member Calabresa and Member Feldman

**Nay:** 3 - Member Maine, Member Bush and Member Pedersen

#### 7.4 09-1726

Joint resolution regarding Lake County's participation in a consortium-wide application for Regional Neighborhood Stabilization Program 2 (NSP 2) funds from the US Department of Housing and Urban Development (HUD) under the American Reinvestment and Recovery Act of 2009.

- On February 17, 2009 Congress passed and the President signed the American Reinvestment and Recovery Act of 2009 which contained many different methods of

Economic Stimulus packages.

- One such element was the announcement of \$1.93 billion in CDBG NSP 2 funds that would be awarded under a nation-wide competitive application process along with updated and revised NSP 2 program requirements for the acquisition of vacant, abandoned, and foreclosed upon properties that can be acquired, rehabilitated, and sold/rented as affordable housing for low-, moderate-, and middle-income families in areas of greatest need (as determined by HUD).
- Lake County Staff worked cooperatively with the Chicago Metropolitan Agency for Planning, the Metropolitan Mayors Caucus, and the Metropolitan Planning Council on a Consortium-wide Regional NSP 2 application describing its need for these funds, the housing programs it would institute, and the mechanisms with which it will meet the funding requirements of the Consortium-wide Regional NSP 2 Program.
- The Chicago Metropolitan Agency for Planning will be the lead entity acting in a representative capacity for all members of the Consortium for purposes of making an application to HUD for potential NSP 2 funding and for carrying out the Consortium-wide Regional NSP 2 Program.
- Approval of the joint resolution by the County Board is needed on July 14th for submission to HUD on or before July 17th.

*Vern Witkowski, Community Development, presented this resolution.*

**A motion was made by Member Bush, seconded by Member Calabresa, 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 09-1724**

Staff Presentation regarding the 2009 Annual Action Plan, the 2008 Consolidated Annual Performance and Evaluation Report (CAPER), staff transitions and new hires, and Economic Stimulus activities. Information only.

*Vern Witkowski, Community Development Department gave an update on the upcoming projects and recent changes in the department and discussed the point system for the Consolidated Annual Performance and Evaluation Report.*

**This matter was presented**

**8. Executive Session**

9. **County Administrator's Report**

*Dusty Powell, Sr. Assistant County Administrator, told the committee that he is preparing for a day long trip to South Eastern Wisconsin to visit homes similar to Winchester House. The entire Lake County Board, Winchester House Advisory Board and the architects will be invited.*

10. **Adjournment**

**A motion was made by Member Cunningham, seconded by Member Calabresa, that this meeting be adjourn. 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

Respectfully submitted,

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Chairman

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Vice-Chairman

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Health and Community Services Committee