

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, November 7, 2023

8:30 AM

**Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/3McATrK>**

Health and Community Services Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT:

Time is reserved near the beginning of the meeting for all Public Comment. At the Chair's discretion, Public Comment for an item(s) on the agenda may be presented during consideration of that specific item. Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18. N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

Individuals providing Public Comment will provide the following information:

Meeting: Health & Community Services Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order

Vice Chair Altenberg called the meeting to order 8:33 a.m.

2. Pledge of Allegiance

Member Cunningham led the Pledge of Allegiance.

3. Roll Call of Members

Member Hewitt joined the meeting at 8:34 a.m.

Present 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent 2 - Member Maine and Chair Parekh

Other Attendees:

In Person:

Abby Krakow, Communications

Brenda O'Connell, Community Development

Cassandra Hiller, County Administrator's Office

Chris Anderson-Sell, Communications

Emily Mitchell, Workforce Development

Gary Gibson, County Administrator's Office

Kristy Cechini, County Board Office

Larry Mackey, Health Department

Mark Pfister, Health Department

Electronically:

Bailey Miller, Communications

Brea Barnes, Finance

Demar Harris, Workforce Development

Dominic Strezo, Planning, Building, and Development

Eric Waggoner, Planning, Building, and Development

James Hawkins, County Administrator's Office

Janna Philipp, County Administrator's Office

Jennifer Serino, Workforce Development

John Light, Human Resources

Lakisha Robinson, Public

Matt Meyers, County Administrator's Office

Michael Wheeler, Finance

Mick Zawislak, Daily Herald

Mike Adam, Health Department

Patrice Sutton, Finance

Paul Frank, Board Member

Sam Johnson, Health Department

*Tammy Chatman, Communications
Theresa Glatzhofer, County Board Office*

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the Public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 [23-1565](#)

Committee Action approving the Health and Community Services minutes from October 3, 2023.

Attachments: [HCS 10.3.23 Final Minutes](#)

A motion was made by Member Ross Cunningham, seconded by Member Danforth, that these minutes be approved. The motion carried by the following voice vote:

Absent: 2 - Member Maine and Chair Parekh

REGULAR AGENDA

COMMUNITY DEVELOPMENT

8.2 [23-1443](#)

Joint resolution approving the Third Amendment to Program Year 2023 (PY23) Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

Attachments: [PY23 AAP THIRD AMENDMENT DRAFT](#)

Brenda O'Connell, Community Development Administrator, provided an update on the additional funding through the HUD Action Plan.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

8.3 [23-1544](#)

Joint resolution accepting the Supporting Municipalities for Asylum Seeker Services (SMASS) funds from the Metropolitan Mayors Caucus (MMC) and authorizing an emergency appropriation in the amount of \$1,038,081 for grant administration and implementation.

Attachments: [SMASS Lake County Award Letter](#)
[Emergency Appropriation 2023-11 SMASS](#)
[MMC SMASS-2024 Agreement](#)

Brenda O'Connell, Community Development Administrator, provided an update on the Asylum Seeker Services funds and the providers who will be partnering with Lake County to implement the program. Discussion ensued.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

8.4 [23-1303](#)

Joint resolution accepting an emergency appropriation of \$11,459.06 for reimbursement as a result of an Intergovernmental Agreement (IGA) between Lake County and the Lake County Housing Authority (LCHA) for the completion of Environmental Reviews Records (ERRs).

Attachments: [Emergency Appropriation 2023-11 LCHA ERRs](#)

Brenda O'Connell, Community Development Administrator, provided an update on the agreement with the Lake County Housing Authority for the completion of Environmental Reviews Records.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

HEALTH DEPARTMENT

8.5 [23-1585](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$88,730 for the Special Supplemental Nutrition Program for Women, Infants and Children grant.

Attachments: [IDHS WIC EA \\$88,730](#)

Mark Pfister, Health Department Executive Director, provided an update on the additional funding for the Supplemental Nutrition Program for Women, Infants and Children grant.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

8.6 [23-1586](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$350,000 for the Strengthening Illinois Public Health Administration grant.

Attachments: [SIPA-24 EA \\$350K](#)

Mark Pfister, Health Department Executive Director, introduced Larry Mackey, Environmental Health Director, who provided an overview of the additional retention bonuses for the Health Department staff. Discussion ensued.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

WORKFORCE DEVELOPMENT

8.7 [23-1649](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Quality Jobs, Equity, Strategy, and Training (QUEST) Dislocated Worker grant; and approving an emergency appropriation in the amount of \$700,000.

Attachments: [Resolution 23-1649 Quest'23 Budget Load](#)

Emily Mitchell, Workforce Development Business Manager, provided an overview of the grant funding for dislocated workers through the pandemic. Discussion ensued.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

8.8 [23-1655](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Globalization Adjustment and Assistance Act grant modification and authorizing an emergency appropriation in the amount of \$23,580.07.

Attachments: [TAA Modification Action Item](#)
[Trade Grant Budget Load](#)

Emily Mitchell, Workforce Development Business Manager, provided an overview of the final modification of the Trade Globalization Adjustment and Assistance Act grant.

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

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

9. **County Administrator's Report**

Cassandra Hiller, Assistant County Administrator, reported on the Opioid Coordinator, who will be starting on November 27, contingent to the background check.

10. **Executive Session**

A motion was made by Member Knizhnik, seconded by Member Danforth, that the Committee go into executive session. The motion carried by the following roll call vote:

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

10.1 [23-1623](#)

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.2 [23-0101](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

10.2 [23-1624](#)

A

Committee action approving the Health and Community Services Committee's Executive Session minutes from November 2, 2022.

A motion was made by Member Ross Cunningham, seconded by Member Danforth, that these minutes be approved. The motion carried by the following voice vote:

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

10.2 [23-1605](#)

B

Committee action regarding periodic review of closed session minutes.

A motion was made by Member Knizhnik, seconded by Member Ross Cunningham, to accept and follow the State's Attorney's recommended guidelines. The motion carried by the following voice vote:

Aye: 5 - Vice Chair Altenberg, Member Ross Cunningham, Member Danforth, Member Hewitt and Member Knizhnik

Absent: 2 - Member Maine and Chair Parekh

11. Member Remarks and Requests

Vice Chair Altenberg stated this was the last Committee meeting with Cassandra Hiller, Assistant County Administrator, and thanked her for her services.

12. Adjournment

Vice Chair Altenberg declared the meeting adjourned at 9:16 a.m.

Next Meeting: November 28, 2023

Meeting minutes prepared by Kristy Cechini.

Minutes were approved on December 5, 2023, by the Health and Community Service Committee.