

# Lake County Illinois

*Winchester House Center  
1125 N. Milwaukee Ave.  
Libertyville, IL 60048*



## Meeting Minutes - Final

Thursday, April 19, 2012

4:00 PM

Winchester House Center

**Winchester House Advisory Board**

**1. Call to Order**

*Chair Olson called the meeting to order at 4:00 p.m.*

**Present** 5 - Member Knight, Member Mayer, Member Lawlor, Member Calabresa and Chair Olson

**Absent** 1 - Member Lamb

*Others present:*

*Barry Burton, County Administrator*

*Ryan Waller, County Administrator's Office*

*Mary Stevens, Finance and Administrative Services*

*Steve Carlson, Lake County Board Member*

*Craig Abbott, CEO of Health Dimensions Group*

*Bruce Adler, Staffing Dimensions of Libertyville*

*David Sorbel, Interim Administrator, Staffing Dimension of Libertyville*

*Monica Behnke, Resident Council Representative*

**2. Approval of Minutes****2.1 12-0421**

Minutes from Tuesday, February 21, 2012.

**A motion was made by Member Calabresa, seconded by Member Mayer, that the meeting minutes of February 21, 2012 be approved. Motion carried by the following vote:**

**Aye:** 5 - Member Knight, Member Mayer, Member Lawlor, Member Calabresa and Chair Olson

**Absent:** 1 - Member Lamb

**3. Added to the Agenda Items**

*There were no items added to the agenda.*

**4. Chair's Remarks**

*The Chairman made no remarks.*

**5. Member Remarks**

*The members made no remarks.*

**6. Old Business****6.1 Discussion concerning the new bed tax and the potential impact on the Winchester House.**

*Presented by Craig Abbott and Ryan Waller. It was recommended to seek delicensing of the beds for the 5th floor at Winchester House. It was noted that the 5th floor was unusable and reducing the beds by the number assigned to the 5th floor would save approximately \$75,000 to \$80,000.*

**A motion was made by Member Mayer, seconded by Member Calabresa to support the recommendation. The motion carried by the following vote:**

**Aye:** 5 - Member Knight, Member Mayer, Member Lawlor, Member Calabresa and Chair Olson

**Absent:** 1 - Member Lamb

**7. New Business**

**7.1 Recommendation to appoint Richard A. Curtis as Administrator of Winchester House.**

*Presented by Ryan Waller. It was noted that Mr. Curtis is an employee of HDG/SDL, but as the license holder for Winchester House, the County needed to formally appoint Mr. Curtis.*

**A motion was made by Member Mayer, seconded by Member Lawlor, to support the recommended appointment. The motion carried by the following vote:**

**Aye:** 5 - Member Knight, Member Mayer, Member Lawlor, Member Calabresa and Chair Olson

**Absent:** 1 - Member Lamb

**8. Winchester House Monthly Report**

*Dave Sorbel and Mary Stevens presented.*

**8.1 Update concerning the transition to private management.**

*Craig Abbott and Ryan Waller presented. The Advisory Board requested that the survey targets be included in with the Administrator's Report. They also asked that there be an additional survey done to identify performance. Lastly, it was requested that follow-up items also be included in the Administrator's Report.*

**9. County Administrator's Report**

*There was no report.*

**10. Adjournment**

*Meeting adjourned at 5:20 p.m.*

**A motion was made by Member Calabresa, seconded by Member Mayer, that this be adjourn. The motion was carried by the following vote:**

**Aye:** 5 - Member Knight, Member Mayer, Member Lawlor, Member Calabresa and Chair Olson

**Absent:** 1 - Member Lamb