

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, April 6, 2010

1:00 PM

10th Floor Assembly Room

Health & Community Services Committee

1. Call to Order

The meeting was called to order at 1:00 p.m.

Others Present:

Suzi Schmidt, County Board Chairman

Brent Paxton, County Board Member

Craig Taylor, County Board Member

Collin O'Rourke, County Board Member

Pat Carey, County Board Member

Barry Burton, County Administrator

Dusty Powell, Sr. Asst. County Administrator

Gary Gordon, FAS

Matt Guarnery, FAS

Gary Reis, FAS

Mike Wheeler, FAS

Irene Pierce, Health Department

Laura Schneider, Health Department

Philip Rovang, PB&D

Vern Witkowski, PB&D

Bill Hunt, PB&D

Margo Nelson, PB&D

Joel Williams, PB&D

Terri Berryman, WIB

Joyce Parnell, WIB

Anne Wagner, Winchester House

Mary Stevens, Winchester House

Ric Olsen, Winchester House Advisory Bd

Patrick Lamb, Winchester House Advisory Bd

Michael Knight, Winchester House Advisory Bd

Walter Swift, Winchester House

Monica Bethnke, Winchester House

Thelma Smith, Winchester House

Calvin Gwynne, Winchester House

Del Parra, Public

2. Pledge of Allegiance

3. Approval of Minutes

3.1 [10-0342](#)

Minutes from March 2, 2010

Attachments: [HCS Minutes 3.2.10](#)

A motion was made by Member Feldman seconded by Member Bush that the minutes be approved. The motion carried unanimously.

4. Public Comment

5. Added to Agenda

6. Old Business

7. New Business

Member Calabresa made a motion to move to Winchester House presentations up on the agenda. Motion seconded by Member Bush. Motion carried.

Health Department

7.1 [10-0281](#)

County Health Rankings Report

Attachments: [2010 County Health Rankings Report](#)

Irene Pierce and Laura Schneider, Health Department, presented the Committee with an overview of the Mobilizing Action Toward Community Health ("MATCH") report, more commonly referred to as the County Health Rankings report. The report was released by the University of Wisconsin Population Health Institute and the Robert Wood Johnson Foundation. It is a collection of 50 reports that reflect the overall health of counties in every state across the country.

In the measure of Health Outcomes (how healthy a county is), Lake County ranks tenth out of 101 counties reporting. In the measure of Health Factors (what influences the health of a county) Lake County ranks third out of 101.

This matter was presented

Workforce Development

7.2 [10-0292](#)

Joint resolution approving the Summer Youth Employment Worksite Agreement.

Terry Berryman presented a resolution to enter into Summer Youth Employment Worksite Agreement program.

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

7.3 [10-0249](#)

Joint resolution to enter into an agreement with Advance Coating Solutions, for an Incumbent Worker Training Grant for a total cost of \$28,265.01.

Joyce Parnell, Workforce Development Department, presented this resolution. Advanced Coating Solutions, Libertyville, has expressed interest in the incumbent worker training program. Advanced Coating Solutions (ACS) has been in business since 2007 and has three employees. The total cost of training is \$28,265.01. ACS will provide employee hourly wages of \$2,826.50 to show for thier portion of the match. Cost per employee is \$9,421.67 for 160 hours of training for each employee.

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

7.4 [10-0291](#)

Joint resolution authorizing an emergency appropriation for \$38,276 for Workforce Investment Act (WIA) Incentive Grant.

Attachments: [Incentive grant y2009](#)

Terry Berryman presented a resolution for the appropriation of \$38,276 for Workforce Investment Act (WIA) Incentive Grant. The WIA provides incentive funds to local areas based on exceeding the WIA performance measures. A grant in the amount of \$38,276 has been awarded to Lake County for exceeding four performance measures. These funds may be used for any allowable WIA activity.

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

Winchester House Report

Anne Wagner, Winchester House gave an update on the new Houskeeping Contractor. They are doing an excellent job.

7.5 [10-0326](#)

Report of the Winchester House Advisory Board (Advisory Board) end of fiscal year report for the fiscal year 2009.

Ric Olson, Winchester House Advisory Board Chairman, gave a summary of the Winchester House financial report (2009). Thanks to the census and payor mix, Winchester House has stayed within budget. Expenses have also stayed under the budget amount. The bottom line is that Winchester House stayed within the levy for 2009 by \$777,815. Member Bush asked what happens with that money that is under the levy. Barry Burton, County Administrator, responded that it is returned to the General Fund.

This matter was presented

7.6 [10-0311](#)

Presentation of the schematic design for the new Winchester House Skilled Nursing Facility.

The Winchester House Advisory Board (WHAB) determined that the new Winchester House built in accordance with the schematic design can be constructed and operated within the financial policies set forth by the County Board. WHAB recommends that the effort to construct a new Winchester House continue based on the schematic drawings as prepared by Plunkett-Raysich Architects (PRA).

Kim Hassel, Plunkett-Raysich Architects (PRA) presented the final draft of the schematic design for the new Winchester House. The new plan has Pods (wings) broken down into 6 neighborhoods with private and semi-private rooms (double occupancy). The entire facility will be built on one level. The library and chapel are located off a large common/activity area that is centrally located. Each neighborhood will have its own fenced in patio. The plan has 176 beds and 91,000 square feet building area.

Member Bush commented that the space allotted for a chair and a lamp on the nightstand takes up space and can easily be knocked over. Ms. Wagner, Winchester House, stated that the rooms can be rearranged to make space for a large chair or recliner. Mr. Hassel stated that each room will have an overhead light, so the lamp is more a 'home feeling' item. Member Bush also asked if there would be room for large family visits. Mr. Hassel said there are meeting rooms throughout the facility for large family visits such as birthday parties and private gatherings.

Member Feldman asked if the large common/activity room would be utilized. Mr. Hassel responded that this large room is expected to be used frequently. Area churches, schools, bands, scouting and a lot of performances are held in the common room. The distance from the neighborhood to the common room will be about 200 feet. The residents are encouraged to attend events held in the large common area.

Member Carey asked why the showers were only in private rooms. Mr. Hassel responded that it was due to safety, nursing care, staff and costs.

Member Calabresa asked how frequent the large common room is used at the current Winchester House. Ms. Wagner responded that it is used at a minimum 8-10 times per month for organized events and open in evenings as a destination meeting place where some residents get together for card games and other social activities. Mr. Hassel added the new Winchester House library, off the common room, holds 5 - 8 people at a time. Member Calabresa asked how many cars fit under the overhang at the entrance to the main building. Mr. Hassel responded it is designed to hold 2 cars at a time. Member Calabresa asked about the size of the patios at each neighborhood. Mr. Hassel replied at least 12 people could comfortably sit outside at the same time and a fence is placed around each patio for residents' safety.

County Board Member Craig Taylor asked how they arrived at the number of single rooms and semi-private rooms. Mr. Hassel responded the number came from the market study, payer mix, and costs.

County Board Member Collin O'Rourke asked why the sinks are placed outside the washrooms. Mr. Hassel responded that was it is a homey, privacy feeling for resident centered care.

Member Petersen commented she like the memory box outside each door. She asked why use curtains instead of doors in semi-private rooms. Mr. Hassel responded that requirement for doors were cost prohibited due to federal and state building requirements.

This matter was presented

7.7 [10-0324](#)

Presentation of the updated Financial Operating and Capital Report for the new Winchester House.

Michael Scavotto, Management Performance Associates (MPA), presented an updated Financial Operating and Capital Report for the new Winchester House (WH). Mr. Scavotto used the most recent information available and based that on the schematic design for the new Winchester House as prepared by Plunkett-Raysich Architects. This update showed how the schematic design for the new WH will perform financially and covered current trends in service areas and the nursing home industry. Based on the analysis of the trends in the Lake County market, MPA continues to recommend the size be at a maximum size of approximately 175 beds. The schematic design can be constructed and operated within projected revenues and the property tax levy.

This item was presented.

7.8 [10-0288](#)

Joint resolution authorizing the Purchasing Agent to enter into one-year contracts with Delta T Group, Oak Brook, IL, Nursing Resource, Huntley, IL and Medical Staffing Network, Warrenville, IL in the estimated total annual amount of \$300,000, plus renewal options for Temporary Nursing Services for Winchester House and contracts with Novastaff Healthcare Services, Inc., Oak Brook, IL, Assured Healthcare, Gurnee, IL, Maxim Staffing Solutions, Des Plaines, IL and Medical Staffing Network, Warrenville, IL in the estimated total annual amount of \$50,000 plus renewal options for Temporary Nursing Services for the Health Department.

Gary Reiss, FAS, presented a joint resolution to enter into one-year contracts plus renewal options with multiple temporary nursing services agencies to serve the Lake County Health Department and Winchester House. Winchester House determined that the proposals submitted by Delta T. Group, Oak Brook, IL, Nursing Resource, Huntley, IL and Medical Staffing Network, Warrenville, IL are the most favorable proposals. The Health Department determined that the proposals submitted by Novastaff Healthcare Services, Inc., Oak Brook, IL, Assured Healthcare, Gurnee, IL, Maxim Staffing Solutions, DesPlaines, IL and Medical Staffing Network, Warrenville, IL are the most favorable proposals. Awards to multiple vendors are required to meet the needs of both departments.

Member Feldman asked if any of the low-bidders were selected. Mr. Reiss responded two vendors were the lowest bidder but price was only one factor in the decision, they were all very close bids.

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

Community Development Report

7.9 [10-0285](#)

Staff update regarding Analysis of Impediments to Fair Housing Choice

Joel Williams and Vern Witkowski, Community Development presented an update on Fair Housing. An Analysis of Impediments (AI) to Fair Housing Choice is required in conjunction with the county's Consolidate Plan. The AI determines what barriers there may be in housing (zoning, marketing, banking, etc). HUD's Office of Fair Housing and Equal Opportunity (FHEO) is now giving increased scrutiny to these analyses nationwide. The County's last AI was developed and adopted in May of 2004 and now needs to be updated and revised to reflect current conditions. Funding for this project would be up to \$50,000, for which the Lake County Affordable Housing Program (LCAHP) would prove a good source. Staff requested \$50,000 from this year's allocation of \$750,000 be set aside to prepare the AI.

Member Feldman asked why this was not in the budget. Mr. Witkowski responded that last year they didn't have the manpower or expertise. Member Cunningham asked why this was not in the consolidated plan. Mr. Witkowski responded that there are many changes in the AI from 2004 and it needs to be totally updated, Mr. Williams said last

year they hoped to do this internally but due to the changes in the AI, it needs to be contracted.

This matter was presented

Brownfield Program

7.10 [10-0328](#)

Committee action to review and approve the revised project application and the prioritized ranking scoring system for the County's Brownfield Program, and to authorize staff to distribute the notice of the availability of funds to the various municipalities and townships.

Attachments: [2010 Brownfield Grant Announcement March 31 2010](#)
[2010 Revised Brownfields Application March 31 2010](#)

Bill Hunt and Margo Nelson, Planning Department presented a brief report to update the committee to show past 23 Brownfield grant projects and present the updated application form. The revised Brownfield Grant Application and scoring system will present more detailed information to assist the Committee and the County Board in awarding grants. This revised form includes a point structure to provide a numeric score for each project submitted for grant consideration. The point score is intended to be one factor, but not the only factor, considered. Member Bush complimented staff on the new application, stating that this new application point system will give the Committee a more detail of the applicants' goal.

Member Cunningham stated that "shovel ready" projects also need to be identified. Mr. Hunt stated that the final decision will be from the Committee and they can ask that type of questions at the presentations.

Member Pedersen commented that we need to stick to the application process. Member Feldmen stated that this application focuses on job creation. Mr. Hunt recommended moving up the 2 points for each full-time employee to 5 points. The committee agreed to amend the application by changing 2 points to 5 points per full-time employee.

A motion was made by Member Pedersen, seconded by Member Calabresa, that this item be approved as amended. The motion carried by the following vote:

8 Executive Session

8.1 Review of Executive Session Minutes

8.1a [10-0194](#)

Committee action regarding semi-annual review of closed session minutes.

9. County Administrator's Report

Names for the new building at 500 West Winchester Road located on the Libertyville Campus

Chairman Steve Carlson informed the Committee the name for the new permit facility is: Central Permit Facility.

10. Adjournment

A motion was made by Member Feldman seconded by Member Bush that this meeting be adjourned. The motion carried by the following vote:

The meeting adjourned at 4:20 p.m.

Minutes prepared by Barbara Allen.

Respectfully submitted,

Chairman

Vice-Chairman

Health & Community Services Committee