

Lake County Illinois

Meeting held by Video Conference

Physical Location:

18 N County Street (10th Floor), Waukegan, IL 60085



Agenda Report - Final

Thursday, September 30, 2021

8:30 AM

Meeting held by video conference. The public can register to attend remotely <https://bit.ly/3hQdMUu>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: There are two options for the public to attend the meeting: (1) in-person attendance on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois, or (2) remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, including Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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)).

Public Comment will proceed in the following order: (1) Public Comment by individuals who are attending remotely / virtually, (2) Public Comment by individuals in attendance on the 10th Floor, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

***To view County Board Rules, click here: <https://bit.ly/3idRdrV> ***

0. [21-1171](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 7.30.21\[379\]](#)

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.22)

Approval of Minutes

8.1 **21-1449**

Minutes from September 2, 2021.

Attachments: [F&A 9.2.21 Final Minutes](#)

8.2 **21-1450**

Minutes from September 9, 2021.

Attachments: [F&A 9.9.21 Final Minutes](#)

LAW & JUDICIAL

8.3 **21-1420**

Joint resolution authorizing, acceptance of an award with the Illinois Department of Transportation (IDOT) for a Local Alcohol Program (LAP) grant in the amount of \$44,830.42 for Fiscal Year (FY) 2022.

- The Lake County Sheriff's Office (LCSO) has applied for and been awarded the Local Alcohol Program (LAP) Grant.
- This grant will allow for one deputy who is certified as a Drug Recognition Expert (DRE) to provide training after normal business hours to police officers, Judges, Village Prosecutors and Assistant State's Attorneys on Standardized Field Sobriety Test (SFST) refresher courses, Advanced Roadside Impaired Driving Enforcement (ARIDE) courses and Drug Recognition Expert (DRE) courses. The grant period is from October 1, 2021 through September 30, 2022.
- This grant reimburses the deputy's overtime wage costs and indirect costs on direct salary and wage excluding fringe and will reimburse course and travel expenses for one deputy's recertification costs as a DRE.
- The main objective of the grant is to provide training to other justice partners with drug related impairment enforcement and prosecution.

Attachments: [LAP Grant FY22 HS-22-0174 UIGA and Budget](#)

8.4 [**21-1422**](#)

Joint resolution authorizing, acceptance of an award with the Illinois Department of Transportation (IDOT) for a Sustained Traffic Enforcement Program (STEP) grant in the amount of \$213,365.48 for Fiscal Year (FY) 2022.

- The Lake County Sheriff's Office (LCSO) has applied for and been awarded STEP grants since 2013.
- LCSO has applied and was accepted for a FY 2022 IDOT STEP grant in the amount of \$213,365.48. The grant period is from October 1, 2021 through September 30, 2022.
- The grant reimburses the deputies overtime wage costs and indirect costs on direct salary and wage excluding fringe.
- The main objective of the grant is to conduct specific traffic enforcement details that focus on speeding enforcement, distracted driving enforcement, impaired driving enforcement and child passenger safety campaigns that will make the roadways safer.
- LCSO will conduct six mandatory enforcement campaigns and all four optional enforcement campaigns.

Attachments: [FY22 LCSO STEP Grant HS-22-0045 UIGA and Budget](#)

8.5 [**21-1441**](#)

Joint resolution authorizing a one-year contract, with SHI International Corporation, Davidson Avenue, Somerset, New Jersey for Adobe LiveCycle System in the annual amount of \$38,148.90.

- The Courts have been utilizing Adobe LiveCycle since 2013.
- Adobe LiveCycle system, now called Adobe Experience Manager (AEM), is presently being utilized in operations streamlining 12 business app workflows to create efficient processes in operations and allow time savings for both staff and management.
- Purchasing identified a cooperative purchasing contract with SHI International Corporation through Sourcwell Cooperative Agreement to procure equipment, products, or services.
- The contract authorizes the Purchasing Agent to enter into a one-year contract, with no renewal options, that will cost the County \$38,148.90 to be paid annually. Terms of this contract is October 20, 2021, through October 19, 2022.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement with West Publishing Corporation.

Attachments: [Quote](#)

[Sourewell Cooperative Contract](#)

[Vendor Disclosure Statement.pdf](#)

HEALTH & COMMUNITY SERVICES

8.6 [21-1408](#)

Joint resolution accepting the Kenneth Young Center grant and authorizing an emergency appropriation in the amount of \$71,674 for the Williams Consent Decree.

- The \$71,674 Kenneth Young Center grant will be used to fund a new Counselor, computer equipment, cell phone, and client transition costs.
- The \$71,674 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 20121 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [KYC \\$71,674](#)

8.7 [21-1409](#)

Joint resolution accepting the Illinois Department of Human Services (IDHS) grant and authorizing an emergency appropriation in the amount of \$64,646 for the Prescription Drug Overdose grant.

- The \$64,646 Illinois Department of Human Services grant will be used for Naloxone.
- The \$64,646 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [PDO \\$64,646](#)

8.8 [21-1410](#)

Joint resolution accepting the Illinois Department of Human Services (IDHS) grant and authorizing an emergency appropriation in the amount of \$20,665 for the Drop In Center grant.

- The \$20,665 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$20,665 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [Drop In \\$20,665](#)

8.9 [21-1411](#)

Joint resolution accepting the Illinois Department of Human Services (IDHS) grant and authorizing an emergency appropriation in the amount of \$15,941 for the Juvenile Justice grant.

- The \$15,941 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$15,941 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [Juvenile Justice \\$15,941](#)

8.10 **21-1412**

Joint resolution accepting the Susan G. Komen Foundation grant and authorizing an emergency appropriation in the amount of \$10,209 for the Illinois Breast and Cervical Cancer program.

- The \$10,209 Susan G. Komen grant will be used for radiological fees.
- The \$10,209 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period April 1, 2021 through March 31, 2022.

Attachments: [Komen \\$10,209](#)

8.11 **21-1413**

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$5,939 for the Crisis Residential grant.

- The \$5,939 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$5,939 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [Crisis Residential \\$5,939](#)

8.12 **21-1414**

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$4,899 for the Mental Health Community Integrated Living Arrangement grant.

- The \$4,899 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$4,899 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [MH CILA \\$4,899](#)

8.13 [21-1415](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$4,600 for the Supervised Residential grant.

- The \$4,600 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$4,600 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [Supervised Residential \\$4,600](#)

8.14 [21-1416](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$4,298 for the Supported Residential grant.

- The \$4,298 Illinois Department of Human Services grant will be used to offset existing salary and fringe benefits.
- The \$4,298 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [Supported Residential \\$4,298](#)

8.15 [21-1417](#)

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$3,116 for the Outpatient Fitness and Restoration grant.

- The \$3,116 Illinois Department of Human Services grant will fund operational supplies, training, postage, and a computer.
- The \$3,116 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [OFR \\$3,116](#)

8.16 [21-1418](#)

Joint resolution accepting the Illinois Department of Children Family Services (IDCFS) grant and authorizing an emergency appropriation in the amount of \$1,346 for the System of Care Intensive Placement Services grant.

- The \$1,346 IDCFS grant will be used to fund additional program supplies and to offset existing salary and fringe benefits.
- The \$1,346 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2021 through June 30, 2022.

Attachments: [CABS IPS \\$1,346](#)

8.17 [21-1426](#)

Joint resolution accepting the subcontractor agreement modification between Lake County Workforce Development and College of Lake County (CLC) in the Illinois Community College Board Workforce Equity Initiative (ICCB WEI) Grant; and approving an emergency appropriation in the amount of \$5,000.

- CLC is the recipient of the ICCB WEI Grant.
- Workforce Development Department is a subcontractor to CLC as a partner of the Workforce Equity Initiative (WEI) Grant.
- Workforce Development Department agrees to provide job readiness services to the students served in the WEI Grant.
- The grant modification increases the budget by \$5,000 and extends the grant period to December 31, 2021.

8.18 [21-1427](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Grant; and approving an emergency appropriation in the amount of \$156,454.

- The WIOA Dislocated Worker Grant of \$156,454 is to work with manufacturers interested in training current employees to be retained and advanced in the workplace.
- This grant will fund the Industrial Manufacturing Technician program designed to deliver classroom and on-the-job training for up to seven manufacturers.
- The grant period is June 1, 2021 through December 31, 2022.

Attachments: [Workforce Development DWG IWT IMT 10.2021](#)

8.19 [21-1425](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) National Emergency Opioid Crisis Dislocated Worker Grant modification; and approving an emergency appropriation in the amount of \$105,766.

- The national Emergency Opioid Crisis Dislocated Worker grant modification increase the current grant by \$105,766 for a total grant award of \$211,532.
- The grant funds Workforce Development personnel expenses to deliver services to up to 17 workers impacted by the opioid crisis and funds occupational training,

training wages and disaster employment.

- The grant period is November 1, 2019 through June 30, 2022.

Attachments: [Workforce Development Opioid Grant 10.2021](#)

8.20 [21-1428](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Grant; and approving an emergency appropriation in the amount of \$325,000.

- The WIOA Dislocated Worker Grant of \$325,000 is to assist women dislocated from the workforce to transition back into the workforce.
- This grant will be used for a new position and fund skills development, occupational training and supportive services for 15 participants.
- The grant period is June 1, 2021 through December 31, 2022.

Attachments: [Workforce Development DWG Navigator 10.2021](#)

8.21 [21-1419](#)

Report from Robin M. O'Connor, County Clerk, for the month of August 2021.

Attachments: [LCC Report for August 2021](#)

8.22 [21-1424](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of August 2021.

Attachments: [August 2021](#)

REGULAR AGENDA

LAW & JUDICIAL

8.23 [21-1421](#)

Ordinance amending Chapter 35, Section 35.36 Fees for Services Performed by Lake County Sheriff's Office (LCSO) by adopting a revised fee schedule for the LCSO.

- The LCSO, in conjunction with Finance and Administrative Services (FAS) Department, completed a review of the cost of certain services provided by the LCSO.
- The LCSO recommends modifying the following fees:
 - FOIA Copies- \$.15 per page for black and white copies in excess of 50 pages.
 - Bond- eliminate bond fees.
 - Warrants- eliminate self-surrender fee of \$84 and accept new rates presented at Law and Judicial and Finance and Administrative.

- The analysis illustrates that the fee charged for warrant services cover the LCSO costs for providing that service.
- The actual costs to provide certain services should be rounded to the nearest whole dollar amount.

Attachments: [LCSO Warrants Rate Sheet Office Memo 2021](#)

HEALTH & COMMUNITY SERVICES

8.24 [21-1407](#)

Joint resolution accepting the Health Resources and Services Administration grant (HRSA) and authorizing an emergency appropriation in the amount of \$8,760,875 for the American Rescue Plan Act (ARPA).

- The \$8,760,875 HRSA grant will be used for COVID-19 Vaccinations, COVID-19 Response and Treatment Capacity, Maintaining and Increasing Capacity, and Recovery and Stabilization Activities.
- The \$8,760,875 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period April 1, 2021 through March 31, 2023.

Attachments: [HRSA ARPA \\$8.7M](#)

8.25 [21-1380](#)

Joint resolution approving the Third Amendment to Program Year (PY) 2021 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an Annual AAP and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The third amendment to the PY 2021 AAP proposes the following changes:
 - Allocation of Community Development Block Grant (CDBG) program income (\$8,564.12) to the Youth Conservation Corps. (YCC) to support affordable housing rehabilitation and resale.
 - Reallocation of prior year CDBG funding (\$50,000) to support the environmental cleanup at 2771 Galilee Ave., Zion, IL.
 - Supplemental funding (\$288,000 CDBG and \$524,477.96 HOME) to support the acquisition and rehabilitation of scattered site properties from the Lake County Housing Authority (LCHA).

Attachments: [PY21 AAP_Third Amendment.pdf](#)
[Emergency Appropriation 2021-10 - Program Income.pdf](#)

8.26 [21-1479](#)

Joint resolution accepting U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnerships - America Rescue Plan (HOME-ARP) funds

and approving an emergency appropriation in the amount of \$6,025,377.

- The American Rescue Plan Act of 2021 appropriated \$5 billion to provide housing, services, and shelter to individuals experiencing homeless and other vulnerable populations.
- The funding will be administered through State and local Participating Jurisdictions (PJs) qualified to receive annual HOME funds.
- The Lake County HOME Consortium is a qualified PJ and has been awarded \$6,025,377 of HOME-ARP funds.

Attachments: [Emergency Appropriation 2021-10 - Grants.pdf](#)

[Lake County - HOME ARP Transmittal Letter.pdf](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.27 [21-1430](#)

Resolution authorizing an agreement with Wold Architects and Engineers, Palatine, Illinois, to provide Architectural/Engineering Design Services for the Consolidated 911, Emergency Management Agency, and Emergency Telephone System Board Facility on the County campus in Libertyville, Illinois in an amount of \$1,613,508.

- As part of the Modified Fiscal Year (FY) 2021 Budget and in alignment with the Facilities Capital Improvement Plan, design of a new Consolidated 911, Emergency Management Agency (EMA), and Emergency Telephone Systems Board (ETSB) Facility was authorized.
- Lake County issued Statement of Interest number 21119 which described the scope of services required to provide a comprehensive design solution for the new facility.
- Solicitations were sent to 60 firms, and responses were received from three.
- In accordance with the Local Government Professional Services Selection Act, a selection Committee evaluated and interviewed all three firms, and Wold Architects and Engineers, Palatine, Illinois, was determined to be the most qualified firm and negotiations were conducted.
- To fulfill the Board's priorities and direction, County Administration recommends the County enter into a contract with Wold Architects and Engineers in the amount of \$1,613,508.

Attachments: [21119 SOI Final](#)

[21119 Award Information](#)

[SOI 21119 Vendor Disclosure Statement](#)

[21119 Scoring Matrix for Board Approval](#)

[Agreement #21119](#)

[Staff Summary Memo](#)

8.28 [21-1452](#)

Director's Report - Facilities and Construction Services.

Human Resources

8.29 [21-1446](#)

Update on Fiscal Year 2022 Health Insurance rate structure and percent increase.

8.30 [21-1454](#)

Director's Report - Human Resources.

Finance and Administrative Services

8.31 [21-1461](#)

Discussion of New Program Requests received during the Fiscal Year 2022 Annual Budget process.

8.32 [21-1455](#)

Director's Report - Finance and Administrative Services.

Information Technology

8.33 [21-1456](#)

Director's Report - Information Technology.

County Administration

8.34 [21-1477](#)

Discussion on FY22 Employee Holiday Calendar.

- Juneteenth
- Election Day

8.35 [21-1478](#)

American Rescue Plan Act (ARPA) Update.

9. County Administrator's Report

9.1 21-1518

Topics

- 457 Contract Renewal
- Update on possible Staff Vaccine Policy
- Budget Hearings October 26 - 28, 2021

10. Executive Session

10.1 [21-1491](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

10.2 21-1493

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

10.3 [21-1494](#)

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

10.4 [21-1495](#)

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

10.4 A [21-1451](#)

Executive Session Minutes from September 2, 2021.

11. Members Remarks

12. Adjournment

Next Meeting: October 7, 2021