

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, October 21, 2014

1:00 PM

Joint Budget Meeting

Assembly Room, 10th Floor

Health and Community Services Committee

1. Call to Order

Chair Carlson called the Health and Community Services Committee meeting to order at 1:00 p.m. Chair Paxton reminded the audience Financial and Administrative Committee meeting is still in session.

Present 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee

Present 7 - Chair Paxton, Vice-Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor.

Others present:

Jeanne Ang, Health Department

Tony Beltran, Health Department

Barry Burton, County Administrator

Nick Caputa, Health Department

Carol Cyrus, Health Dimensions Group

Jodi Gingiss, Community Development

RuthAnn Hall, Purchasing

Kathy Kari, Health Dimensions Group

Aaron Lawlor, Lake County Board Chairman

Howard Lutz, Winchester House

Amy McEwan, Deputy County Administrator

Kelly Merz, County Board Office

Rick Messki, Winchester House

Agnes Morton, Planning, Building and Zoning

Jerry Nordstrom, Health Department

Andrea Norwood, Workforce Development

Michael Peck, Veterans Assistance Commission

Mark Pfister, Health Department

Gary Pickens, Lake County Regional Office of Education

Pam Riley, Health Department

Brandy Schroff, Finance and Administrative Services

Jennifer Serino Stasch, Workforce Development

Robert Szarzynski, Human Resources

Hilda Vara, Lake County Regional Office of Education

Ryan Waller, Assistant County Administrator

Roycealee Wood, Lake County Regional Office of Education

2. Pledge of Allegiance

Chair Paxton noted the Pledge of Allegiance was recited earlier in the morning.

3. Public Comment

There was no public comment.

4. New Business

4.1 14-1061

Presentation and Consideration of Proposed FY 2015 Budget (see complete recommended budget attached).

Attachments: [Recommended 2015 Budget WEB with Links.pdf](#)

Chair Paxton provided a brief statement of the budget process. New program requests from County Board members will be heard at the Financial and Administrative Committee meeting at 1:00 p.m. on Wednesday.

Anita Patel of Finance and Administrative Services reported the Health and Community Services budget have strategically worked to develop a budget that addresses the needs of the citizens of Lake County during a recovering economy. A decrease in unemployment required Workforce Development to retool its programs to provide the additional support needed in competitive environments. The Affordable Care Act has financially impacted the Health and Winchester House departments. Technology advancements will gain efficiencies but there is a financial cost involved. The Veterans Assistance Commission has processed more disability claims this year thus far than last year so strategic planning is needed to address the needs of veterans. Staff has to carefully analyze the benefits of shared services with the impact of being able to support those services with staff. There are three positions recommended for funding to address understaffing and shared services.

4.2 14-1115

Joint committee action approving the recommended FY 2015 budget for the Veteran's Assistant Commission.

Anita Patel of Finance and Administrative Services presented the Veteran's Assistance Commission's budget. Contractuals have slightly increased due to improved software for tracking vets. The assistance to veterans funding from the general operating expense will be decreased from \$50,000 in fiscal year (FY) 2014 to \$25,000 due to the decreased of food assistance.

Mike Peck of Veteran's Assistance Commission indicated the goal is to increase the number of veterans who receive disability benefits. The Veteran's Assistance Commission is anticipated to be relocated in the future which will improve outreach efforts to veterans. Lake County's Veteran's Assistance Commission leads the state in processing veteran's claims and continues to encourage veterans to sign up for healthcare.

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

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.3 14-1116

Joint committee action approving the recommended FY 2015 budget for the Regional Office of Education.

Anita Patel of Finance and Administrative Services presented the Regional Office of Education proposed budget request. She noted postage has been reduced due to the increased use of email for communications.

Regional Superintendent Roycealee Woods indicated the mission of the Lake County Regional Office of Education is serve as an advocate for education by providing effective leadership, performing regulatory functions in partnership with the Illinois State Board of Education, as directed by the School Code of Illinois, coordinating and delivering state and local services, and disseminating information to educators, school districts and the community.

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

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.4 14-1117

Joint committee action approving the recommended FY 2015 budget for Community Development (HUD Grants).

Anita Patel of Finance and Administrative Services presented Community Development's proposed budget request for HUD grants. Revenue for HUD programs are funded via grants as is the Homeless Management Information Systems program. Community Development will receive an additional \$45,000 to administer the grants on behalf of Waukegan and North Chicago.

Personnel costs are allocated based on time spent on grants and funding availability. Community Development has submitted a new program request for the addition of a Continuum Care Coordinator. Also, Community Development has requested an

additional \$46,000 for contractual assistance for new home inspections, the five year consolidated plan, and seasonal intern assistance.

Community Development Administrator Jodi Gingiss reported on several projects that occurred in 2014 including supporting 158 low income homebuyers in purchasing homes and sheltering over 9,000 individuals. Staff continues to search for efficiencies and hopes to improve the scores for continuum of care issued by HUD to increase grant funding in future years.

Upon inquiry from Member Hart regarding trips and training, Ms. Gingiss indicated HUD expects staff to obtain training on a regular basis but noted that the training is reimbursable. This expense will also cover costs associated with training of staff on new HUD rules due to turnover. Ms. Gingiss also discussed the variety of programs her department offers, including the Neighborhood Stabilization Program.

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

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.5 14-1118

Joint committee action approving the recommended FY 2015 budget for the Workforce Development Department.

Anita Patel of Finance and Administrative Services presented Workforce Development's proposed budget request. With the exception of \$200,000, Workforce Development is a grant based department. The Fiscal Year 2014 budget reflects funding increases for the Workforce Investment Act (WIA) grant, WIA Rapid Response grant, and the Disability Employment Initiative grant. Personnel and benefits costs have increased due to adding four new positions as a result of the grant increases. Contractual expenses are up due to tuition training and transportation services.

Jennifer Serino Stasch noted there are several municipalities including Zion, Waukegan, and North Chicago where the unemployment rate remains high. This does not take into account special areas of unemployment including long-term unemployment, disabled, and young adults. Staff discussed strategies in how Workforce Development works to assist the unemployed in gaining the skills they need to obtain and maintain a job.

Discussion occurred regarding the youth programs provided by Workforce Development. The youths in the summer youth program are determined by lottery. Staff will review the

process to determine the best methodology in conducting the lottery. Ms. Serino Stasch discussed the internship program for high school students. Assistant County Administrator Ryan Waller indicated that one of the strategies of Workforce Development is to grow the internship program with private businesses. The current internship program is via not for profit and public sector agencies.

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

Financial and Administrative Committee:

A motion was made by Member Mandel, seconded by Member Taylor, that this item be approved. the motion carried by the following vote:

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.6 14-1119

Joint committee action approving the recommended FY 2015 budget for Winchester House.

Anita Patel of Finance and Administrative Services presented Winchester House's proposed budget. The County subsidizes Winchester House to cover costs of operations, which includes property tax and use of cash. The subsidy for Fiscal Year 2015 is proposed to increase by \$329,000 because the population census is down. A \$5 fee increase for private pay patients from \$215 to \$220 per day is assumed in the budget and would yield about \$60,000, if approved. While commodities are more expensive, the overall budget is lower due to the lower census numbers.

Winchester House Administrator Harold Lutz, reported on improvements at Winchester House. Upon inquiry from Member Hart, Assistant County Administrator Ryan Waller and Mr. Lutz provided clarification on how managed care, hospice care, and private pay are calculated.

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

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.7 14-1120

Joint committee action approving the recommended FY 2015 budget for the Health Department.

Anita Patel of Finance and Administrative Services presented the Health Department's proposed budget. Total operating revenue in the Health Department has increased by six

percent due to licensing and permits, the Affordable Care Act impact, projected volume increases in visit rates at the clinics, and additional revenue coverage for adult dental services. Total operation expenses have increased by five percent.

There is a reduction of seven full time and seven part time positions in the primary care lab, commodities have decreased due to efficiencies gained by converting to electronic health records but contractals have increased to support the electronic health records system. The Health Department is also seeking new program requests to fund two new positions.

Health Director Tony Beltran provided an update regarding the Affordable Care Act and its impact on the Health Department. Staff is focusing on staying abreast of state mandates and dealing with funding challenges. Staff requires training due to the conversion from paper to electronic record files and utilization management. Staff has also reviewed outsourcing some lab services. Staff has been aggressive in applying for grants and have received 14 new/increased funding grants.

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

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.8 14-1121

Joint committee action approving the recommended FY 2015 budget for the Tuberculosis (TB) Clinic.

A motion was made by Member Weber, seconded by Member Cunningham, that items 4.8 and 4.9 be approved. The motion carried by the following vote:

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

A motion was made by Member Rummel, seconded by Member Mandel, that items 4.8 and 4.9 be approved. The motion carried by the following vote:

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.9 14-1122

Joint committee action approving the recommended FY 2015 budget for Special Service Area #8 - Loon Lake.

A motion was made by Member Weber, seconded by Member Cunningham, that

items 4.8 and 4.9 be approved. The motion carried by the following vote:

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Financial and Administrative Committee:

A motion was made by Member Rummel, seconded by Member Mandel, that items 4.8 and 4.9 be approved. The motion carried by the following vote:

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

5. **Adjournment of the Health and Community Services Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.**

The Health and Community Services Committee adjourned its meeting at 1:59 p.m. The Financial and Administrative Committee remained in session to review items on the Financial and Administrative Committee agenda.

A motion was made by Member Weber, seconded by Member Mandel, that this item be adjourn. The motion carried unanimously.

Aye: 7 - Chair Carlson, Vice Chair Pedersen, Member Calabresa, Member Cunningham, Member Hart, Member Mandel and Member Weber

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Health and Community
Committee

Chairman

Vice-Chairman

Financial & Administrative
Committee