

# **Lake County Illinois**

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



## **Meeting Minutes - Final**

**Tuesday, October 24, 2017**

**11:00 AM**

**JOINT BUDGET MEETING**

**Assembly Room, 10th Floor**

**Health and Community Services Committee**

**1. Call to Order of the Health & Community Services Committee**

*Health and Community Services Committee Chair Carlson called meeting to order at 12:22 p.m.*

**Present** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent** 1 - Member Paxton

**Call to Order of the Financial & Administrative Committee**

*Financial and Administrative Committee Chair Rummel noted that the Financial and Administrative Committee remained in session.*

*Present: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

*Others present:*

*Barry Burton, County Administrator*

*Howard Cooper, Coroner*

*Jim Chamernik, Sheriff's Office*

*Anthony Cooling, Finance and Administrative Services*

*Chris Covelli, Sheriff's Office*

*Mark Curran, Sheriff*

*Patrice Evans, Courts Administration*

*Francis Foy, Sheriff's Office*

*Ben Gilbertson, Finance and Administrative Services*

*Jodi Gingiss, Community Development*

*Gary Gordon, Finance and Administrative Services*

*Joy Gossman, Public Defender*

*Mike Gregory, Sheriff's Office*

*Heidie Hernandez, County Board Office*

*Ryan Horne, Finance and Administrative Services*

*John Idleburg, Lake County Resident*

*Keith Kaiser, Sheriff's Office*

*Mike Keller Sheriff's Office*

*Aaron Lawlor, County Board Chairman*

*Donna Jo Maki, County Administrator's Office*

*Amy McEwan, Deputy County Administrator*

*Wendy Morey, Stormwater Management Commission*

*Michael Nerheim, State's Attorney*

*Jerry Nordstrom, Health Department*

*Mark Pfister, Health Department*

*Gary Pickens, Regional Office of Education*

*Jennifer Rathunde, Circuit Clerk's Office*

*Robert Richards, Sheriff's Office*  
*Jessica Rios, Merit Commission*  
*Sandra Ruckbeil, Public Defender's Office*  
*Jennifer Serino, Workforce Development*  
*Jennie Vana, Communications*  
*Eric Waggoner, Planning, Building and Zoning*  
*Mike Warner, Stormwater Management Commission*  
*David Wathen, Sheriff's Office*  
*Farrah Watson, Circuit Court Clerk's Office*  
*Michael Wheeler, Finance and Administrative Services*  
*Teri White, State's Attorney's Office*  
*Roycealee Wood, Regional Office of Education*  
*Dawn Wucki Roszbach, Sheriff's Office*  
*Danny Davis, Court Administration*  
*Lee McCann, Merit Commission*  
*Chris Blanding, Information Technology*  
*Mary Stevens, Court Administration*  
*Rosemary Heilemann, League of Women Voters Lake County*  
*Richard Barr, Lake County Resident*  
*Judy Martini, County Board Member*  
*Scot Kurek, Sheriff's Office*  
*Angela Cooper, Workforce Development*  
*Pam Riley, Health Department*  
*Loretta Dorn, Health Department*  
*Lisa Kritz, Health Department*  
*Tom Struck, Sheriff's Office*  
*Jennifer Witherspoon, Sheriff's Office*  
*Dakisha Wesley, Assistant County Administrator*  
*Paul Fetherston, Assistant County Administrator*

**2. Pledge of Allegiance**

*Chair Carlson reported that the Pledge of Allegiance will be waived as it was recited at 8:30 a.m.*

**3. Addenda to the Agenda**

**4. Public Comment**

**5. Chairman's Remarks**

**6. New Business**

**6.1 [17-1082](#)**

Presentation and consideration of proposed Fiscal Year 2018 Budget (see complete recommended budget attached).

*Ryan Horne, Finance and Administrative Services, thanked the various staff involved in the budget process, including the budget analysts, Communications' staff, and the Print Shop Services' staff.*

*Consistent with previous years, the vehicle and computer replacements are budgeted in each department. The amounts will be moved from the department to the general corporate fund. There is a non union merit base wage increase of 2.5 percent recommended in the fiscal year 2018 budget. In addition, consistent with the 2018 budget policy, new program requests were not considered unless they met certain criteria. Requests that did meet the criteria will be discussed during the respective department's presentation. Mr. Horne also noted that the fiscal year 2017 amounts under Modified Budget may include fiscal year 2016 carryovers. As directed in the 2018 budget policy a preliminary list of carryovers has also been provided.*

*Finance Director Gary Gordon clarified what double appropriations represent. He explained that the County budgets by fund, and some items such as health benefits, Federal Insurance Contributions Act (FICA) and Illinois Municipal Retirement Fund (IMRF) are budgeted twice. The purpose is to maintain separate funds to show the expenditures from each department, so the true cost of operation is known. In the budget book there will be a comparison of the budget with and without the double appropriations.*

**6.2 [17-1104](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Veteran's Assistance Commission.

*Anthony Cooling, Finance and Administrative Services, introduced the new Veterans Assistance Commission's (VAC) Superintendent Andrew Tangen and presented the Veterans Assistance Commission's proposed budget. Mr. Cooling reported due to an intergovernmental agreement, the County and the VAC will work closer together and the County will manage their financial services. There are some changes in the budget compared to last year. The VAC is now being charged rent for their current facility. Meanwhile, their indirect cost allocation is reduced to better reflect the actual expenses and oversight. In addition, there has been a reduction in travel expenses for annual certification training because the training location is closer to Lake County.*

*Superintendent Tangen provided an update on the services provided to veterans. He noted that the veteran population served in Lake County has increased from 16 to 21 percent.*

*Member Martini asked if purchasing a building for the VAC has been considered. Finance Director Gary Gordon responded that there is an ongoing effort to look at all leased facilities and opportunities where space is available but it is a matter of location and public access.*

*Health and Community Services Committee Chair Carlson asked how the percentage of service will increase when the budget is decreasing. Superintendent Tangen responded that the VAC is using all free public outreach methods and has partnered with the Sheriff's*

*Department for a program called the Veteran Ambassador Program. He also provided other goals and strategies to help the veteran population in Lake County. Discussion occurred on the homeless veteran population and services offered.*

*Health and Community Services Committee Chair Carlson asked if there is any data on individuals recently discharged from the military. Mr. Tangen responded that every six months the Department of Defense provides a list of addresses for individuals that will be discharged.*

**A motion was made by Member Cunningham, seconded by Member Calabresa, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent:** 1 - Member Paxton

*Financial and Administrative Committee*

*A motion was made by Member Taylor, seconded by Member Pedersen, that this committee action item be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**6.3 [17-1105](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Regional Office of Education.

*Anthony Cooling, Finance and Administrative Services, and Lake County Regional Superintendent of Schools Roycealee Woods presented the Regional Office of Education's budget. Mr. Cooling noted that the budget has not significantly changed compared to last year. There are increases in employee health, life and dental costs. Revenues have increased due to the intergovernmental transfer now covering increased benefit costs of a co funded Regional Office of Education.*

**A motion was made by Member Martini, seconded by Member Hart, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent:** 1 - Member Paxton

**6.4 [17-1106](#)**

Joint committee action approving the recommended Fiscal Year 2018 for Community Development (HUD Grants).

*Mike Wheeler, Finance and Administrative Services, and Jodi Gingiss, Community*

*Development, presented. Mr. Wheeler reported the revenue and expenses are down. Revenues are down due to decreases in the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) revenue. Expenses are down as there is a vacant position that is unfunded for fiscal year 2018. There are no capital dollars in this budget as there are no computer equipment replacements scheduled for 2018.*

*Ms. Gingiss reported that the Community Development Commission is two years into a five year plan for the strategic investment of fund dollars in revitalizing neighborhoods, strengthening the supply of affordable housing, supporting individuals with disabilities and individuals living in poverty. She also provided an update on recent projects such as making the Bridge House wheelchair accessible with the use of CDBG funds, the Black Chamber of Commerce of Lake County offering a new small business loan fund, that has funded the expansion of multiple small businesses in the Waukegan area and communities like Mundelein, Fox Lake and Zion using CDBG funds to improve the appearance of commercial structures in their communities. In addition, she reported that an audit was recently conducted by HUD, and was very happy to report there were no findings.*

*Mr. Wheeler noted that Community Development received a supplemental allocation for the Emergency Solutions Grants Program (ESG) and in addition, a transfer of funds into the Community Development Budget will occur to match what is transferred from the General Fund for Video Gaming Administration. Both items will be offset by an increase in the Pass Thru Grants account. Finance Director Gary Gordon clarified that this is money that was learned about after the budget process, and is requesting the amendment to allow Community Development to use the funds.*

**A motion was made by Member Calabresa, seconded by Member Hart, that this committee action item be approved, as amended, and referred on to the Financial and Administrative Committee. Motion carried by voice vote.**

**Aye:** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent:** 1 - Member Paxton

*Financial and Administrative Committee*

*A motion was made by Member Pedersen, seconded by Member Hewitt, that this committee action item be approved, as amended. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

#### **6.5 [17-1107](#)**

*Joint committee action approving the recommended Fiscal Year 2018 budget for the Workforce Development Department.*

*Anthony Cooling, Finance and Administrative Services, and Jennifer Serino, Workforce Development Department presented. Mr. Cooling reported that Workforce Development received an increase in their annual federal grant. Workforce's budget reflects an increase due to the Work Experience program, Client Tuition and business training grants. Regular salaries and wages are down because of an elimination of two positions. The budget has increased in consultants as Lake County Partners has added additional activities to the current agreement.*

*Ms. Serino reported that the Workforce Development continues to partner with the Lake County Partners on the successful business outreach program. Lake County Partners has visited over 200 employers with this program and has connected 80 of those employers with Workforce Development to build on workforce solutions and determine what challenges employers face. Through meeting with the employers Workforce Development has decided to expand its program offerings to include employer engagement for work based learning. She also added that the Job Center is included in this program and provided the number of individuals that visited the Job Center, the number of individuals served and reported on the different type of programs offered.*

*Health and Community Services Committee Chair Carlson asked if the Workforce Development received an increase in funds because the employment rate is increasing. Ms. Serino added that the Workforce Development Department received more funds because the state received more funds.*

**A motion was made by Member Calabresa, seconded by Member Martini, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent:** 1 - Member Paxton

*Financial and Administrative Committee*

*A motion was made by Member Bartels, seconded by Member Durkin, that this committee action item be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**6.6 [17-1108](#)**

*Joint committee action approving the recommended Fiscal Year 2018 budget for Winchester House.*

*Finance Director Gary Gordon reported that there are two expense lines. One is for the management fee paid to the current operator and the other is a transfer to facilities to cover the cost of maintaining the building.*

**A motion was made by Member Martini, seconded by Member Hart, that this item be**

**approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini

**Absent:** 1 - Member Paxton

*Financial and Administrative Committee*

*A motion was made by Member Hewitt, seconded by Member Pedersen, that this committee action item be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**6.7 17-1109**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Health Department.

*Mike Wheeler, Finance and Administrative Services, and Health Department Director Mark Pfister presented the Health Department and Tuberculosis (TB) Clinic's proposed budget. Mr. Wheeler reported that the Health Department's revenues are flat, revenue mix continues to change due to the transition to managed care and insurance carriers. License and permit revenues have increased due to revenues from food permits. He also noted that intergovernmental revenue has slightly decreased. Charges for services are also down due to the decrease in dental fees. Personnel costs are down due to the Accelerated Retirement Option (ARO) and the elimination of seven positions. There is an increase in the number of positions but those positions are funded by grants. In Addition, commodities have increased, contractual costs are flat and capital expenditures include the replacement of vehicles, computers and computer equipment. Mr. Wheeler provided budget highlights on the TB Clinic. He reported that revenue outside of property taxes are flat and property tax revenue has decreased. A full time position was added through reallocated staffing from the Health Department and capital costs are down as there are no vehicle replacements planned for the 2018 fiscal year.*

*Member Frank reported that he is employed by an organization that provides revenue to the Health Department's budget, and out of caution, requested to be excused from the meeting during the discussion of this item. (Member Frank left the meeting at 1:00 p.m.)*

*Mr. Pfister reported that the budget is reflecting what is happening at the State and federal level. Tomorrow a presentation will be provided at the Board of Health Meeting on grants that were not reauthorized such as the Community Health Center's grant.*

*Vice Chair Hart asked if the number of positions that are grant funded is known. Mr. Pfister responded that a majority of positions are tied to grant funding or reimbursement.*



*Member Martini asked how many TB cases have been seen. Mr. Pfister responded that there have been about 10 to 20 cases of active TB every year that are foreign born. Discussion ensued on the TB Clinic's budget.*

*Discussion ensued on the Health Department's budget.*

**A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.7 through 6.9 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham and Member Martini

**Absent:** 1 - Member Paxton

**Not Present:** 1 - Member Frank

*Financial and Administrative Committee*

*A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.7 through 6.9 be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**6.8** [17-1110](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Tuberculosis (TB) Clinic.

**A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.7 through 6.9 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham and Member Martini

**Absent:** 1 - Member Paxton

**Not Present:** 1 - Member Frank

*Financial and Administrative Committee*

*A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.7 through 6.9 be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**6.9** [17-1111](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number Eight (SSA # 8) - Loon Lake.

**A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.7 through 6.9 be approved and referred on to the Financial and**

**Administrative Committee. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham and Member Martini

**Absent:** 1 - Member Paxton

**Not Present:** 1 - Member Frank

*Financial and Administrative Committee*

*A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.7 through 6.9 be approved. Motion carried by voice vote.*

*Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor*

**7 Members' Remarks**

*There were no members remarks.*

**8. 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 ended at 1:35 p.m.*

**A motion was made by Member Cunningham, seconded by Member Hart, that this item be adjourn. The motion carried unanimously.**

**Aye:** 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham and Member Martini

**Absent:** 1 - Member Paxton

**Not Present:** 1 - Member Frank

*The Financial and Administrative Committee remained in session.*

**Next Meeting: October 31, 2017**

*Meeting minutes prepared by Heidie Hernandez and Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Health and Community Services Committee*