

# **Lake County Illinois**

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



## **Minutes Report - Draft**

**Wednesday, September 12, 2018**

**2:30 PM**

**10th floor Assembly Room  
18 N. County Street, Waukegan**

**Housing and Community Development Commission**

**1. ROLL CALL**

*Chairman Rose called the Housing and Community Development Commission (HCDC) meeting to order at 2:40 p.m.*

*Guests: Scott Goldstein of Teska Associates; Michelle Crombie of United Way Lake County; Mandi Florip of Lake County Municipal League; Sharon Østerby of Stormwater Management Commission; Trisha Blythe of Youth Conservation Corps; Kipp Wilson of the Lake County Clerk's Office; Ken Barber, Adriana Gonzalez and Gabriel Perez of Greater Waukegan Development Coalition; Kori Larson and Linda Berkowitz of Glenkirk; Amos Bayne and Jackie Lynn of ElderCARE; David Fries of Catholic Charities; Jake Leahy of Bannockburn School District 106; Ben Richards of Waukegan Park District; Mary Ellen Tamasy of Lake County Residential Development Corporation; Felicia Holland of I-PLUS; Sonolito Bronson of the City of Zion; Lourdes Shanjani of Mano a Mano; Brent Denzin of Ancel Glink; and Pamela Jeffries of the City of Waukegan*

*Staff: Jodi Gingiss, Brenda O'Connell, Dominic Strezo, Eric Foote, Irene Marsh-Elmer, Marilyn Sommer, Dan Kletzing and Laura Walley*

**Present** 13 - Dan Venturi, Joel Sikes, Carol Calabresa, Mary Cunningham, Linda Pedersen, Diane Hewitt, Sandy Hart, Steve Carlson, Michael Meehan, Ray Rose, Anne Flanigan Bassi, Mary Dominiak and Stephen Henley

**Excused** 3 - Joe Mancino, Janet Swartz and Bethany Williams

**2. APPROVAL OF MINUTES**

**2.1 18-1053**

Approval of the July 11, 2018 Minutes

**Attachments:** [7.11.18 Minutes.pdf](#)

[7.11.18 Minutes - Supplemental.pdf](#)

**A motion was made by Commissioner Henley, seconded by Commissioner Hewitt, to approve the July 11, 2018 minutes. The motion carried by the following vote:**

**Aye** 10 - Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Henley

**Abstain** 2 - Commissioner Sikes and Commissioner Dominiak

**Not Present** 1 - Commissioner Venturi

**3. CHAIR'S REMARKS**

*Chairman Rose requested that guests fill out the Public Comment form if they wanted to address the HCDC during the Public Hearing.*

**4. PUBLIC COMMENTS (items not on the agenda)**

*There were no public comments.*

**5. OLD BUSINESS**

*There was no old business.*

**6. NEW BUSINESS**

**6.1 18-1054**

Presentation: Lake County Landbank Feasibility Study

- The Lake County Municipal League was awarded \$39,702.42 of PY2017 Community Development Block Grant (CDBG) funding to assess the level of feasibility of a countywide land bank.
- Presentation by Teska Associates of its Landbank Feasibility Study.
- No HCDC action required at this time.

*Presented by Jodi Gingiss, Community Development Administrator; Scott Goldstein of Teska Associates; and Brent Denzin of Ancel Glink*

**6.2 18-1041**

PUBLIC HEARING - Housing & Community Development Needs

- Annually, the Housing and Community Development Commission solicits comments from the public on identified community needs.
- Comments are sought to guide the allocation of funds for the 2019 Action Planning process.

*Presented by Jodi Gingiss, Community Development Administrator*

*Motion: To open the Public Hearing at 3:22 p.m.*

*Motion Made By: Mary Cunningham*

*Motion 2nd By: Joel Sikes*

*Motion approved with Daniel Venturi not present*

*Sharon Østerby, of Lake County Stormwater Management Commission, informed the HCDC of Park City's and Waukegan's need for a floodwater storage area at the headwaters of the Skokie River. Public and private agencies have formed a formal partnership to explore projects to improve storage capacity to alleviate flooding problems in Lake County. She said that Community Development Block Grant (CDBG) funds are needed to leverage state and federal grants. The proposed project, the Dady Slough Regional Flood Control Project, will help ease flooding issues, thereby improving many aspects of life, including the reduction of health concerns, property loss, traffic problems and loss of tourism income.*

*Reverend Jackie Lynn, of Christ Church, spoke about the ElderCARE program, which provides assistance to homebound seniors through rides to medical appointments and grocery stores, along with friendly visits by volunteers. These services allow seniors to be more independent and to remain in their homes. Due to the aging of the Baby Boomer generation, the County's percentage of senior citizens will continue to increase. Requests for ElderCARE's services has risen greatly and CDBG funding is essential to meet this need. She thanked the HCDC for previous funding support and invited them to*

*ElderCARE's September 27th comedy and magic show fundraiser.*

*Jodi Gingiss, Community Development Administrator, directed the HCDC's attention to the letter from the Affordable Housing Corporation of Lake County's Executive Director, Rob Anthony, addressing the continued affordable housing needs within Lake County. The letter stressed the great need for owner-occupied rehabilitation and housing counseling funding.*

*Brenda O'Connell, Continuum of Care Program Coordinator, spoke on behalf of Carol Craig, of the Lake County Health Department, stating that much of the County's homeless response strategy is dependent on private landlords. There is a need for a damage and vacancy loss mitigation fund for housing the homeless, which would help alleviate landlords' concerns about potential damages and vacancy loss.*

*Motion: To close the Public Hearing at 3:31 p.m.*

*Motion Made By: Anne Flanigan Bassi*

*Motion 2nd By: Diane Hewitt*

*Motion approved with Daniel Venturi not present*

**6.3 18-1044**

Discussion of Advisory & Recommendation Committee (ARC) input on the 2019 applications

*Presented by Jodi Gingiss, Community Development Administrator; Irene Marsh-Elmer, Housing Grant Administration Specialist; Dominic Strezo, Environmental Project Coordinator; and Eric Foote, Grant Administration Specialist*

**6.4 18-1043**

Presentation: Technical Assistance Award to Assist in Expansion of Supportive Housing for Justice-Involved People who are Homeless

- Lake County has been selected for technical assistance (TA) from the Corporation for Supportive Housing (CSH) - national non-profit supportive housing experts. This TA will help Community Development work on structuring potential "Pay for Success" performance-based contracts to increase the supply of permanent supportive housing (PSH) for the homeless and/or housing unstable clients or potential clients (through diversion) of the jail with disability (e.g. serious mental illness and/or substance abuse disorder) in need of supportive care in a home-based setting.
- This technical assistance is valued at \$75,000 which will be matched by Community Development staff time. The TA will be focused on service providers interested in providing in-home support and services to this population. The TA will help existing providers of in-home support on a scattered site basis to increase scale and potential new providers of in-home support (Nicasa) to assess the extent to which in-home services are a good fit with its business strategy.

**Attachments:** [18-053-G Lake County Comm. Dev. SIF-PFS2 MOU Final cohort3.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator*

**6.5 18-1045**

Resolution approving First Amendments to ServicePoint Referral Network Agreements.

- The Healthcare Foundation of Northern Lake County provided funding to the County to hire an attorney who specializes in privacy laws such as the Health Insurance Portability and Accountability Act (HIPAA) of 1996.
- On May 8, 2018, the Lake County Board approved a legal framework for data-sharing that included four legal documents:
  - Data Services Agreement - to be used by all ServicePoint agencies
  - Client Authorization form - to be signed by all clients with information shared in ServicePoint
  - Business Associate Agreement - to be signed by all HIPAA-covered entities
  - Business Associate Subcontractor Agreement - to be signed by vendors of HIPAA-covered entities
- Of these initial four legal documents, amendments to both the Data Services Agreement and Business Associate Agreement are necessary only for agencies covered by substance abuse privacy regulations located at 42 Code of Federal Regulations (CFR) Part 2.
- On a periodic basis, staff will continue to review these agreements with legal counsel to be sure the framework and agreements that effectuate the framework are collectively maintained for currency and completeness.

**Attachments:** [First Amendment to DSA.pdf](#)

[First Amendment to BAA - QSO.pdf](#)

*Presented by Eric Foote, Grant Administration Specialist*

**A motion was made by Commissioner Hart, seconded by Commissioner Meehan, to approve the resolution approving the First Amendments to the ServicePoint Referral Network Agreements. The motion carried by the following vote:**

**Aye** 13 - Commissioner Venturi, Commissioner Sikes, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Dominiak and Commissioner Henley

## **6.6 18-1046**

### Video Gaming Revenue (VGR) Application Update

- In the FY18 competitive application round for Lake County Video Gaming Revenue grant awards, United Way of Lake County (UWLC) requested \$150,000 to implement a new 211 phone number for countywide information and referral. At the time, very little of the funding required for success of this new venture had been identified and it was not recommended for VGR funding.
- Upon completing a written implementation plan and raising funds in excess of 84% of year one costs and 28% of year two costs, UWLC submitted the attached letter revising its request to \$80,000 of VGR to cover costs of implementing and operating 211 for several years in Lake County's ServicePoint database.
- This request would uniquely allow expansion of the County's ServicePoint Referral Network by integration with a county-wide 211 phone number. The request also aligns with \$80,000 of unallocated funds from the FY18 VGR funding round. As such, staff recommends approval.
- Based on potential recommendation by both the HCDC and the Health & Community Service Committee, the Finance & Administration Committee could award the \$80,000 of

unallocated FY18 VGR funds. If approved, this VGR award would cover costs of ServicePoint related to UWLC's implementation and at minimum, the first two years of operation of a new 211 service. Payments to Mediware, the provider of ServicePoint, would be made directly to Mediware by Lake County under the direction of UWLC.

**Attachments:** [UW Revised VGR Request 9.7.18.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator, and Eric Foote, Grant Administration Specialist*

**A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, to approve the funding recommendation of \$80,000 of unallocated PY2017 Video Gaming Revenue to United Way of Lake County for the implementation of the 211 countywide information and referral telephone system. The motion carried by the following vote:**

- Aye** 12 - Commissioner Venturi, Commissioner Sikes, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Dominiak and Commissioner Henley
- Abstain** 1 - Commissioner Cunningham

#### **6.7 18-1047**

Commission action adopting a policy for demolition/clearance activities utilizing Community Development Block Grant (CDBG) and/or Lake County Affordable Housing Program (LCAHP) funds.

- Demolition and clearance activities are eligible for CDBG and LCAHP funding using the Low/Moderate Income Housing (LMH), Low/Moderate Income Area (LMA) Benefit, or Spot Blight (SBS) National Objective.
- Each National Objective has unique eligibility criteria and long-term obligations for subrecipients. Most notably, the LMH National Objective requires creation of housing for low-moderate income families.
- The proposed Demolition Funding Policy addresses the HCDC concern that grant awards for demolition be accompanied by appropriate long-term obligations (e.g. creation of affordable housing) by establishing in the housing application scoring process a lower score for demolition projects that aren't in support of affordable housing.

**Attachments:** [Demolition Policy.pdf](#)

*Presented by Dominic Strezo, Environmental Project Coordinator*

**A motion was made by Commissioner Venturi, seconded by Commissioner Pedersen, to approve the adoption of the Demolition Funding Policy. The motion carried by the following vote:**

- Aye** 13 - Commissioner Venturi, Commissioner Sikes, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Dominiak and Commissioner Henley

**7. STAFF REPORTS**

*There were no staff reports.*

**8. ADJOURNMENT**

**A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, to adjourn the meeting at 4:18 p.m. The motion carried by the following vote:**

**Aye** 13 - Commissioner Venturi, Commissioner Sikes, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Dominiak and Commissioner Henley