

# Lake County Illinois

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



## Meeting Minutes - Final

**Tuesday, October 23, 2018**

**1:00 PM**

**JOINT BUDGET MEETING  
(Please Note Start Time)**

**Assembly Room, 10th Floor**

**Health and Community Services Committee**

**1. Health and Community Services Committee Call to Order**

*Health and Community Services Committee*

*Chair Carlson called the meeting to order at 1:00 p.m.*

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

**Absent** 1 - Member Paxton

*Financial and Administrative Committee*

*Chair Rummel reconvened the meeting of the Financial and Administrative Committee at  
1:00 p.m.*

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

*Others present:*

*Barry Burton, County Administrator*

*Amy McEwan, Deputy County Administrator*

*Dakisha Wesley, Assistant County Administrator*

*Paul Fetherston, Assistant County Administrator*

*Patrice Evans, Circuit Court Clerk*

*Ryan Horne, Finance and Administrative Services*

*Mike Wheeler, Finance and Administrative Services*

*Howard Cooper, Coroner*

*Donna Jo Maki, County Administrator's Office*

*Joy Gossman, Public Defender's Office*

*Sandy Ruckebell, Public Defender's Office*

*Roycealee Wood, Superintendent, Regional Office of Education*

*Michael Munda, Regional Office of Education*

*Micah Thornton, Circuit Clerk's Office*

*Shantel Franklin, Finance and Administrative Services*

*Teri White, State's Attorney's Office*

*Mike Nerheim, State's Attorney*

*Deborah Goldburg, Sheriff's Merit Commission*

*Zach Creer, Finance and Administrative Services*

*Mary Stevens, Court Administration*

*Rose Gray, Court Administration*

*RuthAnne Hall, Purchasing*

*Dena Traylor, Court Administration*

*Dave Hare, Sheriff's Office*

*Jon Petrillo, Sheriff's Office*

*Erin Cartwright-Weinstein, Circuit Clerk*

*Judy Martini, County Board Member*

*Jim Chamernik, Sheriff's Office*

Ashley Rach, Sheriff's Office  
W.R. Kinville, Sheriff's Office  
David Wathen, Sheriff's Office  
Danny Davis, Court Administration  
Jay Ukena, Nineteenth Judicial Circuit Court  
Lynn Hines, Circuit Clerk Office's Attorney  
Winnie Webber, Court Administration  
Chris Kopka, Human Resources  
Rodney Marion, Human Resources  
Charlotte Stevens, Lake County Resident  
Ed Mampe, Lake County Resident  
Carol Mampe, Lake County Resident  
Ronald Thomas, Lake County Resident  
Mervin Maxwell, Lake County Resident  
Gerald V. Pedrin, Lake County Resident  
Al Seyler, Lake County Resident  
Mel Ellingen, Lake County Resident  
John Murray, Veteran's Assistance Commission  
Hilda Vara, Regional Office of Education  
Don Nickerson, Veterans Assistance Commission  
Josh Dillman, Lake County Resident  
Gary Braun, Lake County Resident  
Jodi Gingiss, Community Development  
Andrew Tangen, Veterans Assistance Commission  
Allen Lynch, Lake County Resident  
Dick Barr, Lake County Resident  
Ed Hale, Lake County Resident  
Robert Patterson, Lake County Resident  
Larrt McCarty, Lake County Resident  
Kari Brown, Lake County Resident  
Mark Pfister, Health Department  
Pam Riley, Health Department  
Dough Kasamis, Health Department  
Kim Burke, Health Department  
Diane Pelli, Health Department  
Jennifer Serino, Workforce Development  
Angela Cooper, Workforce Development  
Demar Harris, Workforce Development  
Bill Weber, Lake County Resident  
James Sroka, Lake County Resident  
Doug Wallace, Veterans Assistance Commission  
Marie Honeywell, Lake County Resident

*John DeReu, Veterans Assistance Commission*  
*Allan Ayers, Lake County Resident*  
*Roberty Honeywell, Lake County Resident*  
*Virginia DeReu, Lake County Resident*  
*John Patterson, Lake County Resident*  
*Michael Hiley, Lake County Resident*  
*Sherry Kruse, Lake County Resident*  
*Lonnie Gwens, Lake County Resident*  
*Harry Swanson, Lake County Resident*  
*Daniel Sheline, Lake County Resident*  
*Doug Kasmu, Health Department*  
*Heidie Hernandez, County Board Office*  
*Blanca Vela-Schneider, County Board Office*

**2. Pledge of Allegiance**

*Member Calabresa led the Pledge of Allegiance.*

**3. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**4. Public Comment**

*Chair Carlson indicated that there are four public comment cards related to an agenda item. These comments will be provided during the discussion of the specific budget item.*

**5. Chairman's Remarks**

*There were no Chair's remarks.*

**6. New Business**

**6.1 [18-1180](#)**

Presentation and consideration of proposed Fiscal Year 2019 Budget (see complete recommended budget attached).

**Attachments:** [FY 2019 Recommended Budget](#)

*Ryan Horne, Finance and Administrative Services, presented opening comments regarding the presentation and consideration of the proposed Fiscal year 2019 budget.*

*Financial and Administrative Committee Chair Rummel indicated that there was a concurrent new program/position request from County Board Member Judy Martini and Andrew Tangen, Veterans Assistance Commission. This request will be heard as part of the Veterans Assistance Commission's budget.*

**A budget overview presentation was provided.**

**6.2 [18-1203](#)**

Joint committee action approving the recommended Fiscal Year 2019 for Community Development (HUD Grants).

*Shantel Frank, Finance and Administrative Services, and Jodi Gingiss, Community Development, presented the proposed budget for the Community Development Department's HUD Grants Fund.*

*Ms. Franklin indicated that revenues are expected to increase by more than \$1,000,000 due to unexpected HOME Revenue funds and additional spending capacity for closing out the Neighborhood Stabilization Program grants. Personnel expenses will increase due to the funding of an accountant position, previously unfunded and outsourced, to assist with grant administration. Contractuals are projected to increase as the amount of pass-through grants have increased from Fiscal Year 2018.*

*Jodi Gingiss reported on highlights of 2018 including the approval by the Village of Deerfield for 25 units of affordable rental housing, a new micro loan program from the Black Chamber of Commerce that approved three small business loans, and the installation of new sidewalks and amenities throughout the county. Discussion ensued.*

**Health and Community Services Committee**

**A motion was made by Member Cunningham, seconded by Member Calabresa, that this committee action item be approved. 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 Taylor, that this item be approved. The motion carried unanimously.*

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

**6.3 [18-1201](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for the Veteran's Assistance Commission.

*Anthony Cooling, Finance and Administrative Services, and Andrew Tangen, Veterans Assistance Commission (VAC), presented the proposed budget for the VAC. Mr. Cooling indicated that Lake County manages the financial services of the VAC through an Intergovernmental Agreement, requiring a closer collaboration between the two organizations. There are changes to the budget based on new program/position requests and the VAC's move to a new location in Gurnee. Personnel costs have increased by \$53,7999 due to the additional Veteran Services Officer that was approved during Fiscal Year (FY) 2018 but only recently filled. Contractual costs are down by \$68,979 due to a decrease in Assistance to Veterans which reflects reduced costs due to their move to a new location.*

*Mr. Cooling indicated that the VAC has several new program/position requests: three are related to pay increases of which one has been recommended for approval by the County Administrator's Office, and three are related to new personnel requests to assist the VAC with caseload, of which the County Administrator's Office has recommended approval through the use of a Workforce Development intern.*

*Mr. Tangen indicated that the Veterans Assistance Commission has been supporting veterans and dependents since 1926. It is a statutorily mandated organization to assist honorably discharged veterans by the Military Assistance Act. Mr. Tangen indicated that the VAC, consisting of a Superintendent and a staff of three full-time employees, is insufficient to adequately support 34,957 veterans. An increase in staff will better serve the veterans of Lake County by allowing walk-in hours, providing outreach efforts, and maintaining a satellite office at Lovell Hospital. Mr. Tangen reviewed the concerns he had over the budget with the committee.*

*Chair Carlson opened the floor to public comment.*

*Al Seyler, Gerald Pedrin, Doug Wallace, Mel Ellingsen, and Bill Weber, provided public comment regarding the issues veterans are facing and demonstrated their support in additional funds to hire additional staff to support the VAC.*

*Health and Community Services Committee*

*Upon inquiry from Member Frank, Mr. Tangen indicated that there is a need for seven to 10 full-time employees at the VAC to provide adequate support to veterans. Member Cunningham inquired why there is a need for so many new employees, noting that the previous superintendent was able to run the department with a smaller staff and still hold a part-time satellite office at Lovell. Mr. Tangen indicated that the department cannot run only on volunteers and indicated that there is a need for a federal certification course and a background check which will only be provided to staff. Member Martini indicated that the veterans have been underserved for a long time and need more help.*

*Finance and Administrative Services Director Patrice Sutton reported that a new position was approved in last year's budget but was not filled until September. There is no statistical information available yet to determine how much the filled position closes the gap in serving veterans. Additionally, the County Administrator's Office is supportive of an intern from Workforce Development to add additional support by answering phones. Deputy County Administrator Amy McEwan noted that Workforce Development, through grant funding, is able to provide an intern for six months. After six months, a new intern can be placed at the VAC for an additional six months. Mr. Tangen indicated that interns are insufficient because they are unable to get adequate training before they are replaced with a new intern.*

*Mr. Tangen reported that the VAC is not funded in accordance with state statute. Member*

*Frank requested that the statute be provided to the committee for their review.*

*Financial and Administrative Committee*

*Vice Chair Bartels indicated that there are many services that are available at Lake County which would allow the VAC to stretch its budget by leveraging other services that are available in the County. He indicated that if a suitable Workforce Development intern can be found and trained, the VAC may potentially be able to hire the individual in the future. Member Pedersen and Member Hewitt indicated there are many competing requests being made to the County and the County Board needs to prioritize how those funds are being utilized. Discussion ensued.*

*Health and Community Services Committee*

*A motion was made by Member Martini, seconded by Member Frank, to amend the VAC's proposed budget to add one full-time employee to the Veteran Assistance Commission's headcount.*

*Aye: 3 - Vice Chair Hart, Member Frank and Member Martini*

*Nay: 3 - Chair Carlson, Member Calabresa, Member Cunningham*

*Absent: 1 - Member Paxton*

*Motion failed.*

**Health and Community Services Committee**

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

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

**Nay:** 1 - Member Martini

**Absent:** 1 - Member Paxton

*Financial and Administrative Committee*

*A motion was made by Member Pedersen, seconded by Member Hewitt, that this item be approved. The motion carried by roll call vote.*

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

**6.4 [18-1202](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for the Regional Office of Education.

*Shantel Franklin, Finance and Administrative Services, Michael Munda and Hilda Vara, Regional Office of Education (ROE), presented the proposed budget for the Regional*

*Office of Education. Ms. Franklin indicated that the ROE's budget remains flat. Personnel will increase due to the county-wide salary increase, but benefits will decrease due to vacant positions being filled with individuals who are in Tier Two of Illinois Municipal Retirement Fund (IMRF) benefits.*

*Mr. Munda indicated that Lake County's ROE serves 45 school districts, 217 public schools, three parochial schools, and four chartered schools. The school district continues to look for ways to improve productivity in the school system and leverage its funds.*

**Health and Community Services Committee**

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

**Aye:** 4 - Chair Carlson, Vice Chair Hart, Member Cunningham and Member Martini

**Absent:** 1 - Member Paxton

**Not Present:** 2 - Member Calabresa and Member Frank

*Financial and Administrative Committee*

*A motion was made by Member Hewitt, seconded by Member Pedersen, that this item be approved. The motion carried unanimously.*

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

**6.5 [18-1204](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for the Workforce Development Department.

*Anthony Cooling, Finance and Administrative Services, and Jennifer Serino and DeMar Harris, Workforce Development (WFD), presented the proposed budget for WFD. State grant revenue has increased by approximately \$400,000 due to the slightly higher unemployment rate than the nationwide average. The WFD Board is investing these funds in work experience and incumbent programs, decreasing the overall expenditures in the client-tuition reimbursement program. Trips and training will increase by \$17,000 to provide WFD Board sponsored speakers for partners and businesses.*

*Ms. Serino indicated that WFD Board continues to develop its work base learning experience programs which reacclimates individuals to the work environment and develops soft skills to retain a position. The WFD Board works with businesses to train current workers. Discussion ensued.*

**Health and Community Services Committee**

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

**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 Durkin, that this item be approved. The motion carried unanimously.*

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

**6.6 [18-1206](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for Winchester House.

*Finance and Administrative Services Director Patrice Sutton presented the proposed Winchester House budget. Ms. Sutton indicated that because of delays to the construction of a new facility to replace Winchester House, there is a need to continue operations at Winchester House.*

*The maintenance workers at Winchester House will be moved to the courthouse and a third party provider will provide maintenance service while the facility remains open. Because the Winchester House is under the management of Transitional Care Management, the only budget expenses are for Audit Fees and Management Fees.*

**Health and Community Services Committee**

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

**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 Taylor, seconded by Member Pedersen, that this item be approved. The motion carried unanimously.*

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

**6.7 [18-1207](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for the Health Department.

*Mike Wheeler, Finance and Administrative Services, and Health Department Executive Director Mark Pfister, presented the proposed budget for the Health Department. Mr. Wheeler indicated that the revenue budget is up nearly one percent, an increase of*

*\$782,401, as the Health Department continues its transition into managed care and insurance carriers. Licenses and permits have increased due to the increase in food permits. Personnel costs has increased due to the filling of positions funded by grants.*

*Mr. Pfister indicated that the Health Department's budget is complex with only 33 percent of its budget being funded with County monies. He remarked on the new positions that are grant funded, noting that when the funding goes away, the positions will also be eliminated. The Health Department is working to improve behavioral health capacity.*

**Health and Community Services Committee**

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

**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 Taylor, seconded by Member Durkin, that this item be approved. The motion carried unanimously.*

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

**6.8 [18-1208](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for the Tuberculosis (TB) Clinic.

*Mike Wheeler, Finance and Administrative Services, and Health Department Executive Director Mark Pfister presented the proposed budget for the Tuberculosis (TB) Clinic. Revenues are decreasing due to declines in insurance reimbursement and medical fees related to patient encounters that are not billable. Two part time positions have been eliminated to create a full time nurse position.*

*Mr. Pfister indicated that, annually, there are approximately 18 active TB cases in Lake County where the patient is symptomatic and contagious and 200 latent TB cases where the individuals have been exposed to TB but are not symptomatic or contagious. Mr. Pfister explained that there is a need for staff to observe patients to confirm that they take the necessary medication. Mr. Pfister indicated that the TB clinic is statutorily mandated and can only be eliminated through a referendum. Discussion ensued.*

**Health and Community Services Committee**

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

**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 Bartels, seconded by Member Hewitt, that this item be approved. The motion carried unanimously.*

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

**6.9 [18-1209](#)**

Joint committee action approving the recommended Fiscal Year 2019 budget for Special Service Area Number Eight (SSA # 8) - Loon Lake.

*Mike Wheeler, Finance and Administrative Services, presented the proposed budget for Special Service Area Number Eight (SSA #8) - Loon Lake. This SSA was established to fund restoration and maintenance projects for Loon Lake and is managed by the Health Department.*

**Health and Community Services Committee**

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

**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 Pedersen, seconded by Member Durkin, that this item be approved. The motion carried unanimously.*

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

**7. Members' Remarks**

*There were no remarks from members.*

**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 adjourned their meeting at 3:33 p.m.*

**Health and Community Services Committee**

**A motion was made by Member Cunningham, seconded by Member Calabresa, to**

**adjourn the meeting. 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 continued its meeting until 8:30 a.m. on  
Wednesday, October 24, 2018.*

**Next Meeting: October 30, 2018**

*Meeting minutes prepared by 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*