

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, October 6, 2015

1:00 PM

Assembly Room, 10th Floor

Health and Community Services Committee

1. Call to Order

Chair Carlson called the meeting to order at 1:01 p.m.

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

Others Present:

*Jennifer Serino, Workforce Development
Bethany Williams, Workforce Development
Gary Gibson, Workforce Development
Jennifer Everett, Workforce Development
Farrah Watson, Finance and Administrative Services
RuthAnne Hall, Finance and Administrative Services
Efren Heredia, Finance and Administrative Services
Patrice Sutton, Finance and Administrative Services
Gary Gordon, Finance and Administrative Services
Pam Riley, Health Department
Jodi Gingis, Community Development
Ben Gilbertson, County Administrator's Office
Adlil Issakoo, County Administrator's Office
Ryan Waller, County Administrator's Office
Eric Waggoner, Planning, Building and Development
Audrey Nixon, County Board Member
Heidie Hernandez, County Board Office*

2. Pledge of Allegiance

Chair Carlson led the group in the Pledge of Allegiance.

3. Approval of Minutes

3.1 [15-0995](#)

Minutes from September 1, 2015.

A motion was made by Member Calabresa, seconded by Member Mandel, that the minutes be approved. The motion carried by the following vote:

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

4. Added to Agenda

There were no items added to the agenda.

5. Public Comment

There were no public comments.

6. Old Business

There was no old business to conduct.

7. New Business

HEALTH DEPARTMENT

7.1 [15-0985](#)

Joint resolution accepting various grant awards and approving an emergency appropriation for the Lake County Health Department totaling \$260,974.

Pam Riely, Health Department, informed the group the Health Care Foundation of Northern Lake County awarded a grant for a Care Coordination Program in the amount of \$95,000 and noted that the remainder awarded grants are revenue off sets, meaning that the expense is in the budget, and the additional revenue will off set existing budgeted expenses.

Member Calabresa gave thanks to Tony Beltran, Health Department, and staff for helping in the Text-A-Tip program.

A motion was made by Member Cunningham, seconded by Member Calabresa, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

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

COMMUNITY DEVELOPMENT

7.2 [15-1025](#)

Joint resolution amending signature authority delegation to the Community Development Administrator.

Jodi Gingiss, Community Development Division, informed the group this resolution is expanding the delegation of limited signature authority to the Community Development Administrator for Community Development federal grant programs, which was originally approved in February 2015.

A motion was made by Member Hart, seconded by Member Weber, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

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

7.3 [15-0950](#)

Joint resolution authorizing the repurposing of previously approved Lake County Affordable Housing Program projects as federal HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) Program projects to offset liability from previous ineligible CDBG and HOME projects.

Jodi Gingiss, Community Development Division, notified the committee this matter was previously brought to the groups attention in the beginning of last year. This action will apply federal requirements to the Lake County Affordable Housing Funds. This will give Lake County the ability to reimburse HUD for compliance issues, if necessary, Assistant County Administrator, Ryan Waller, added that the Community Development Division has been working diligently to make sure compliance is improved.

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

this item be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

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

7.4 [15-0945](#)

Joint resolution approving a Memorandum of Understanding between Lake County and the Lake County Housing Authority (LCHA) providing for Lake County oversight over LCHA environmental review records.

Jodi Gingiss, Community Development Division, informed the committee that the memorandum of understanding will outline the responsibility the County has with the Housing Authority to provide the environmental reviews on their multifamily buildings and structures and assures that the Housing Authority will repay the County for the funds that will be spent on the consultants. In the past HUD would assist with the Environmental reviews. This ended in 2012, since then the County has been assisting with the reviews. Ryan Waller, Assistant County Administrator, noted this Memorandum of Understanding will memorialize what the count is currently doing and will also capture the cost.

Member Hart asked if Lake County has been billing the Housing Authority for the cost of the environmental reviews. Ms. Gingiss informed the committee, in the past Lake County was not billing the Housing Authority for the reviews. Due to how thorough HUD requires these reviews to be, Lake county will begin to bill the Housing Authority.

A motion was made by Member Weber seconded by Member Mandel that items 7.4 and 7.5 be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

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

7.5 [15-1030](#)

Joint resolution authorizing execution of a contract with Deigan & Associates, Lake Bluff, Illinois, in an estimated amount of \$144,400 for Housing and Urban Development (HUD) Environmental records reviews for Lake County for a two year period plus renewals.

A motion was made by Member Weber seconded by Member Mandel that items 7.4 and 7.5 be approved and referred on to Financial and Administrative Committee.

The motion carried by the following vote:

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

7.6 [15-0947](#)

Presentation on the Neighborhood Stabilization Program.

Jodi Gingiss, Community Development Division, gave a power point presentation on the Neighborhood Stabilization Program (NSP). In 2008, Lake County received \$4,600,000 of NSP 1 and in 2010 \$1,300,000 of NSP 3. Approximately \$6,000,000 have been invested across four categories, home buyer, rental, demolition, and the administration of the program. Ms. Gingiss added the administration cap was ten percent allowing the County

to work this program with fewer administration expenses expected by HUD. There are currently 87 units in the areas of North Chicago, Waukegan, Mundelein and Round Lake. Initially there were enough funds for a large amount of houses. The completed homes have been subsidized for low income buyers. After selling the houses the funds were invested in a second round of houses, and every round the funds were reinvested there were less funds to invest. At the moment the final round has enough funds to make eight single family homes and six rental units. Ms. Gingiss noted the key part of this wind down plan is that the rental properties must be at 25 percent of the funding amount which is a statutory threshold. The final rental project will be several town homes in Waukegan. To complete this project Lake County has merged two partners, Lake County Residential Development and the City of Waukegan who will combine their own allocations of NSP to complete the project.

The Affordable Housing Corporation of Lake County will work on the final eight single family homes. When the remaining funds are not enough for another single family home the County will partner with the City of North Chicago and will return for authorization to use the remaining funds for demolition projects in North Chicago.

This matter was presented

WORKFORCE DEVELOPMENT

7.7 [15-1011](#)

Presentation on the 2015 State of the Youth Report.

Bethany Williams, Analyst with Workforce Development, presented on the youth report and added that the Workforce Development (WFD) Department will update the report every two years.

Ms. Williams noted the report is divided into two sections, the first is the demographic profile of youth and the risk factors that impacts the youth and the ability to start their careers, and the second half is about the landscape of the jobs in the program for youth in Lake county, which looks at the WFD program including the WFD federally funded programs operated through the Work Force Innovation Opportunity Act, and the Summer Youth Employee Program which is funded by Lake County. The biggest element effecting the youth in Lake County is poverty. The number of families in Lake County currently living in poverty is higher than counties such as DuPage, McHenry, and Cook County. What was discovered in the County is where there are concentrations of low income there are also concentrations of poor academic performance and low work readiness.

There are about 10,000 unemployed 16 through 24 year olds in Lake County. Chair Carlson asked for clarification as to how a 16 year old, highschool student is considered unemployed. Ms. Williams informed the group the American Community Survey considers an individual 16 years of age or older eligible to be in the workforce. The individual has the opportunity to declare being unemployed by stating that they are willing to work and be a full-time student but unable to find an employer. A survey was done with several high schools and community based organizations to help understand the different elements in the youth programs such as what their budgets are, how many youth do the programs serve, and if they target any particular populations. The WFD will use this data

to help with the progress of their programs. Some of the findings show that most internships are unpaid, and the Summer Youth Program is the only program that targets the younger youth population and there was only one program that targeted youth with Disabilities.

Ms. Williams added that there are new policy directions and community organizations and high schools seeking grants for similar programs. Ms. Williams also informed the group there will be an event at the Central Permit Facility to share information regarding an RFP and the policy change.

Discussion ensued in regards to the percentage of homeless students in Lake County.

A motion was made that this item be presented.

7.8 [15-1017](#)

Joint resolution delegating limited signature authority regarding workforce development funds and activities.

A motion was made by Member Cunningham, seconded by Member Hart, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

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

7.9 [15-1040](#)

Joint resolution accepting an additional \$30,000 in Workforce Innovation Funds through a subcontracted agreement with Will County and the Will County Workforce Investment Board, increasing the budget to \$480,000 and authorizing an emergency appropriation.

Jennifer Serino, Workforce Development, informed the group this is additional grant funds for the Accelerated Training for Illinois Manufacturing (ATIM) Program. The additional grant funds were provided from Will County to ensure three individuals were able to complete the On The Job Training Program within the program time frame. In the ATIM program which started in June, 2015, 36 individuals have completed the program and have found employment, and 45 individuals have completed training as a whole.

A motion was made by Member Mandel, seconded by Member Cunningham, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

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

7.10 [15-1044](#)

Joint resolution accepting an additional \$52,700 in workforce grant funds for the Disability Employment Initiative from the Illinois Department of Commerce and Economic Opportunity (DCEO); increasing the grant to \$381,600, authorizing an emergency appropriation, and extending the end date of the grant to January 31, 2017.

Jennifer Serino, Workforce Development, notified the group this is for additional grant funds for the disability employment initiative grant which was received a year ago. The

funds will be used to partnership with College of Lake County and their Personal Success Program which was developed for young adults with a disability. This program gives college experience and occupational training for personal home care, customer service, retail training, computer training, and a wellness program that teaches the individuals how to use the right exercises on the job.

A motion was made by Member Hart, seconded by Member Weber, that this item be approved and referred on to Financial and Administrative Committee. The motion carried by the following vote:

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

8. Executive Session

There was no Executive Session.

9. County Administrator's Report

Assistant County Administrator, Ryan Waller, indicated the Winchester House Advisory Board (WHAB) Meeting will take place on Thursday. Mr. Waller also added that TCM is on the November agenda for the CON application.

10. Adjournment

Meeting adjourned at 2:09 p.m.

This matter was adjourn

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

Meeting minutes prepared by Heidie Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Health and Community Services Committee