1. CALL TO ORDER

10:15 AM meeting was called to order by Chair Robert L Larsen at 10:15 AM. Visual roll was taken, quorum was present. Chair Larsen noted for the record that Member Amy Grant was unable to attend today’s meeting.

2. ROLL CALL

PRESENT: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

3. PUBLIC COMMENT

None

4. CHAIRMAN'S REPORT - CHAIR LARSEN

None

5. APPROVAL OF MINUTES

Health & Human Services - Regular Meeting - Jan 2, 2018 10:15 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Tonia Khouri, District 5
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

6. COMMUNITY SERVICES - MARY KEATING
CS Requests That Also Require Finance And/Or County Board Approval

A. FI-R-0045-18 RESOLUTION -- Acceptance and Appropriation of the Low Income Home Energy Assistance Program (LIHEAP) ComEd Rate Relief Program Grant FY18 Company 5000-Accounting Unit 1500 - Grant Funded - $15,000

RESULT: APPROVED [UNANIMOUS]
MOVER: Sam Tornatore, Vice Chair
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

B. FI-R-0046-18 RESOLUTION -- Acceptance and Appropriation of Additional Funding for the Low Income Kit Energy (LIKE) Program FY16 Company 5000 - Accounting Unit 1505 $9,000.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Tonia Khouri, District 5
SECONDER: Greg Hart, District 3
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

C. Change Order -- HHS-P-0384A-17 Amendment to Resolution HHS-P-0384-17 (County Contract 2771-0001SERV), issued to Healthy Air Heating & Air, Inc., to provide mechanical (HVAC) weatherization labor & materials for Community Services/Weatherization, for the period of July 1, 2017 through June 30, 2018, for the use of additional funds from the Illinois Department of Commerce and Economic Opportunity (ILDCEO), to increase encumbrance in the amount of $299,549.00, resulting in an amended contract total not to exceed $792,877.00 an increase of 60.72%.

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Greg Hart, District 3
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant
D. Change Order -- HHS-P-0385A-17 Amendment to Resolution HHS-P-0385-17 (County Contract 2770-0001SERV), issued to Healthy Air Heating & Air, Inc., to provide architectural weatherization labor & materials for Community Services/Weatherization, for the period of July 1, 2017 through June 30, 2018, for the use of additional funds from the ILDCEO, to increase encumbrance in the amount of $50,371.00, resulting in an amended contract total not to exceed $122,871.00 an increase of 69.48%.

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Sam Tornatore, Vice Chair
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

7. DUPAGE CARE CENTER - JANELLE CHADWICK

DuPage Care Center Requests That Also Require Finance And/Or County Board Approval

HHS-R-0047-18 RESOLUTION -- Hometown Suburban Vending, manages beverage and snack vending machines at various locations on the DuPage County Campus for the period March 1, 2018 through February 28, 2019, per renewal option under bid #15-234-BF, first of two one year optional one year renewal. (Hometown Suburban pays DuPage Care Center 13% profit sharing)

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Greg Hart, District 3
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

8. BUDGET TRANSFERS

Items 8.A through 8.H were combined and approved.

A. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds, allowing for sufficient budget to be available for actual food expense by accounting unit - $14,794.00
RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

B. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds, allowing for sufficient budget to be available for overtime payroll expense - $198,106.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

C. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds, allowing for sufficient budget to be available for part time payroll expense - $91,590.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

D. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds, allowing for sufficient budget to be available for miscellaneous payroll expenses, holiday pay, temporary/on-call payroll, flexible benefits, and tuition reimbursement - $157,119.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

E. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds, allowing for sufficient budget to be available for regular salaries - $1,031,723.00
RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

F. Budget Transfers -- DuPage Care Center - To transfer FY17 budgeted funds to pay for miscellaneous furniture/machine/equipment small value, medical supplies, new hire physicals, medical services and pharmaceuticals - $23,459.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

G. Budget Transfers -- Community Services - Family Center - To transfer budgeted FY17 funds, allowing for sufficient budget for part-time salaries - $23,151.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

H. Budget Transfers -- Community Services - Community Development Commission - To transfer FY18 budgeted funds, allowing for sufficient budget to be available for payroll and benefit costs - $9,700.00

RESULT: APPROVED [UNANIMOUS]
MOVER: Greg Hart, District 3
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

9. CONSENT ITEMS

Consent Item -- Bowman System LLC - 2159 0001 SERV - Decrease and Close
10. RESIDENCY WAIVERS - JANELLE CHADWICK
None

11. COMMUNITY SERVICES UPDATE - MARY KEATING
The Community Resources Information System (C.R.I.S) website saw a 63% increase in usage from 2014 to 2017. Approximately 28,000 individuals visited the website in 2017. C.R.I.S. contains information for over 900 different social services available in DuPage County, and beginning in 2014, the website (www.dupagecris.org) was significantly updated in terms of content and user functionality. The Community Services department has also done a significant number of presentations to nonprofit and other organizations to promote public awareness of this resource.

2017 was the first full year that Community Services completed their quarterly client satisfaction surveys. Every person that the department deals with directly receives a satisfaction survey; last year 3,199 clients completed a survey, and of the respondents, nearly 96% indicated that overall they were satisfied with the services provided by the department.

Ms. Keating noted that the eligibility requirements for the SNAP program (food stamps) have changed in DuPage County. Able-bodied adults without dependents are now limited to three months of food stamps in a three-year period unless they are working, volunteering, or have an education deferment (for schooling or training). In an effort to connect SNAP recipients with volunteer opportunities that will help them meet the revised SNAP eligibility requirements, Giving DuPage is partnering with the Illinois Department of Human Services (IDHS), which administers SNAP in DuPage County, in public outreach presentations. Giving DuPage is also working with nonprofits in the community to be sure that they are aware of the SNAP eligibility requirements and that volunteer service can count toward eligibility for the program.

12. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK
The Care Center has begun to see some positive cases of influenza B. The medical staff is working very closely with containment to keep exposure to a minimum within the facility and the Medical Director is prophylactically treating patients with Tamiflu® as a preventative measure.

The Care Center has hired an Assistant Director of Nursing and will begin recruiting to fill the position of the Director of Nursing, who is retiring.

13. OLD BUSINESS
None
14. NEW BUSINESS

None

15. INFORMATIONAL ITEMS

Chair Larsen requested a motion to receive and place on file items 15.A and 15.B. Member Tornatore so moved, member Chaplin seconded, motion carried, all ayes.

A. Grant Proposal Notifications -- Low Income Home Energy Assistance Program (LIHEAP) ComEd Rate Relief Program Grant FY18 - Illinois Association of Community Action Agencies (IACAA) - Community Services $15,000.00

RESULT: ACCEPTED AND PLACED ON FILE

B. 2018-46 Recommendation for the approval of a contract purchase order issued to Allsteel Inc. C/O Midwest Office Interiors, to furnish Allsteel workstations and necessary furnishings, for Phase III of the Community Services Space Improvement project, at the JTK Administration Building, for Facilities Management, for a contract total amount not to exceed $18,839.75, per Lead Agency National IPA Proposal #P15-150-DT (CCU Grant Funded)

RESULT: ACCEPTED AND PLACED ON FILE

16. ADJOURNMENT

Without objection and with no further business before the committee, Chair Larsen adjourned the meeting at 10:28AM.