1. **CALL TO ORDER**

10:15 AM meeting was called to order by Chair Greg Hart at 10:15 AM.

2. **ROLL CALL**

**PRESENT:** Chaplin, Grant (10:19 AM), Hart, Khouri, Larsen, Tornatore

**ABSENT:**

3. **PUBLIC COMMENT**

No public comments were received at this meeting.

4. **CHAIRMAN'S REPORT - GREG HART**

Chairman Hart expressed his appreciation to Bob Larsen for sitting in as Acting Chair at the May 15, 2018 meeting and stated he looks forward to working with everyone in his new role as Chairman.

5. **APPROVAL OF MINUTES**

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

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>ACCEPTED [UNANIMOUS]</th>
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</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Sam Tornatore, Vice Chair</td>
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<tr>
<td>SECONDER:</td>
<td>Elizabeth Chaplin, District 2</td>
</tr>
<tr>
<td>AYES:</td>
<td>Chaplin, Hart, Khouri, Larsen, Tornatore</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Grant</td>
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</tbody>
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6. **LENGTH OF SERVICE AWARDS**

Laura Ekelund - Community Services - Customer Service Assistant - 15 Years

Bridget James, Manager of Intake and Referral, presented a 15 year Anniversary Award to Laura Ekelund.
7. COMMUNITY SERVICES - MARY KEATING

A. CS Requests That Also Require Finance And/Or County Board Approval

1. FI-R-0198-18 RESOLUTION -- Recommendation for approval of an Agreement with Outreach Community Services, Incorporated, for the operation of the York Center Community Resource Center from June 1, 2018 through May 31, 2019 in the amount of $62,600.00.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sam Tornatore, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

2. HHS-P-0168-18 Recommendation for the approval of a contract purchase order to DuPage Federation on Human Services Reform (Language Access Resource Center)(LARC) to provide face-to-face and telephonic interpretation services and American Sign Language translation services, to Community Services - Senior Services. This contract covers the period of July 15, 2018 through July 14, 2019, for a contract total not to exceed $50,000.00, per renewal option under RFP-15-079-KK, third and final of three optional one year renewals.

RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Robert L Larsen, District 6
AYES: Chaplin, Hart, Khouri, Larsen, Tornatore
ABSENT: Grant

B. CS Requests for Parent Committee Final Approval

Member Grant entered at 10:19 a.m.

2018-140 Recommendation for the approval of contract purchase order to Interpreters Unlimited, Inc., to provide interpretation service for Community Services’ Senior Services from July 15, 2018 through July 14, 2019 for a contract total not to exceed $5,000.00, per renewal option under RFP-079-KK, third and final of three optional one year renewals.

Mary Keating, Director of Community Services, answered questions regarding the use of the interpreter services.
RESULT:  APPROVED [UNANIMOUS]
MOVER:  Elizabeth Chaplin, District 2
SECONDER:  Robert L Larsen, District 6
AYES:  Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

8.  DUPAGE CARE CENTER - JANELLE CHADWICK

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

1.  FM-P-0164-18 Recommendation for the approval of a contract purchase order to ComEd, for electric utility distribution services for the connected County facilities, for Facilities Management, for the three-year period April 1, 2018 through March 31, 2021, $1,705,948.81 for Facilities Management, $8,517.66 for Animal Services, $428,130.83 for the Care Center, $70,837.54 for the Division of Transportation, $2,874.52 for ETSB, $138,690.64 for the Health Department and $100,000 for DU-COMM, for a total contract amount not to exceed $2,455,000.00. Per 55 ILCS 5/5-1022 “Competitive Bids” (c) Not suitable for competitive bids – Public Utility

RESULT:  APPROVED [UNANIMOUS]
MOVER:  Tonia Khouri, District 5
SECONDER:  Sam Tornatore, Vice Chair
AYES:  Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

2.  HHS-P-0169-18 Recommendation for the approval of a contract purchase order to DV Jahn, Inc., to furnish and deliver Ostomy, Tracheostomy, Enteral Feeding Formulas and Urological Supplies (MED B) and Services, for the period July 1, 2018 through June 30, 2019, for a total contract amount not to exceed $121,471.75, per sole, responsible bid #18-090-GV.

RESULT:  APPROVED [UNANIMOUS]
MOVER:  Sam Tornatore, Vice Chair
SECONDER:  Elizabeth Chaplin, District 2
AYES:  Chaplin, Grant, Hart, Khouri, Larsen, Tornatore
3. HHS-P-0170-18 Recommendation for the approval of a contract purchase order to Amerisourcebergen Drug Corporation, for the purchase of pharmaceuticals for the inpatient and outpatient Pharmacy Services at the DuPage Care Center, for the period June 25, 2018 through June 24, 2019, for a contract total amount not to exceed $2,400,000.00, per sole bid #18-109-DT.

Janelle Chadwick, Administrator of the DuPage Care Center, answered questions regarding the sole bid from Amerisourcebergen Drug Corporation.

RESULT: APPROVED [UNANIMOUS]
MOVER: Robert L Larsen, District 6
SECONDER: Sam Tornatore, Vice Chair
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

4. Change Order -- AMENDMENT to County Contract #3228-0001 SERV issued to MP2 Energy NE, for electric utility supply and management services for the County Campus, Stormwater and Public Works, for Facilities Management, to decrease Facilities Management by $1,705,948.81, Animal Services by $8,517.66, the Care Center by $428,130.83, the Division of Transportation by $70,837.54, ETSB by $2,874.52, the Health Department by $138,690.64 and DU-COMM by $100,000.00, for a total decrease amount of $2,455,000.00, taking the original contract amount of $12,626,410.00, and resulting in an amended contract total amount not to exceed $10,171,410.00, a decrease of -19.44%.

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

B. DuPage Care Center Requests for Parent Committee Final Approval

2018-141 Recommendation for the approval of a contract purchase order to Complete Fence, for fencing for the resident courtyard garden area at the DuPage Care Center, for the period June 6, 2018 through June 5, 2019, for a total amount not to exceed $11,628.00, per sole quote #Q18-123-GV.

Janelle Chadwick answered questions regarding the sole quote from Complete Fence. Discussion arose around Procurement and the bid process. Mary Keating explained that typically vendors use Demand Star to post their interest in obtaining contracts with DuPage County. Chairman Hart requested staff to provide more information to the committee on the Procurement process.
RESULT: APPROVED [UNANIMOUS]
MOVER: Robert L Larsen, District 6
SECONDER: Sam Tornatore, Vice Chair
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

9. BUDGET TRANSFERS
Items 9.A. and 9.B. were combined and approved.

RESULT: APPROVED [UNANIMOUS]
MOVER: Robert L Larsen, District 6
SECONDER: Elizabeth Chaplin, District 2
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

A. Budget Transfers -- DuPage Care Center - To allow monies to be transferred to pay for managed care negotiations for the DuPage Care Center and for reimbursement to the Pharmacist for the purchase of carts for medications - $13,789.00

B. Budget Transfers -- Community Services - Psychological Services General Fund - To transfer funds to cover invoices from the DuPage County Health Department per Intergovernmental Agreement (IGA) HHS-R-0449-17 - $565,187.00

10. HEALTH DEPARTMENT - KAREN AYALA
Items 10.A. through 10.E. were combined and approved.

Karen Ayala, Executive Director of the DuPage County Health Department, explained the ordinances needed to be changed to allow the Health Department to utilize the adjudication services of the States' Attorneys' office to resolve some complaints and issues. The ordinances have been approved by the Board of Health.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sam Tornatore, Vice Chair
SECONDER: Robert L Larsen, District 6
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

A. HHS-O-0029-18 ORDINANCE -- Amendment to DuPage County Code Chapter 18, Article 1 - DuPage County Health Department - Annual Fee Schedule Ordinance

B. HHS-O-0030-18 ORDINANCE -- Amendment to DuPage County Code Chapter 18, Article II - DuPage County Health Department - Food and Food Handlers Ordinance

C. HHS-O-0031-18 ORDINANCE -- Amendment to DuPage County Code Chapter 18, Article III - DuPage County Health Department - Private Sewage Disposal Ordinance
D. **HHS-O-0032-18 ORDINANCE** -- Amendment to DuPage County Code Chapter 18, Article IV - DuPage County Health Department - Private, Semi-Private Non-Community Water Supply Ordinance

E. **HHS-O-0033-18 ORDINANCE** -- Amendment to DuPage County Code Chapter 18, Article V - DuPage County Health Department - Public Swimming Facilities Ordinance

11. **TRAVEL REQUESTS - OVERNIGHT - REQUIRE COUNTY BOARD APPROVAL**

Items 11.A. through 11.E. were combined and approved.

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A. Authorization for Overnight Travel -- Community Services Administrator to attend the Community Action Partnership Annual Convention in Denver, Colorado from August 28, 2018 through August 31, 2018, which will provide training on federal grants administered by Community Services; Community Services being the designated Community Action Agency for DuPage County. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diems for approximate total $2,110.30. CSBG grant funded 5000-1650.

B. Authorization for Overnight Travel -- Community Services - Homeless Management Information System (HMIS) Staff to attend the Mediware and Kinnser User Conference Care Forum 2018 for continued training and collaboration on ServicePoint and our HMIS database to be held in San Antonio, Texas from September 8, 2018 through September 13, 2018. Expenses to include registration, transportation, lodging, and per diem for approximate total of $1,759.00. Continuum of Care (CoC) grant funded 5000-1480

C. Authorization for Overnight Travel -- Community Services - Homeless Management Information System (HMIS) Manager to attend the Mediware and Kinnser User Conference Care Forum 2018 for continued training and collaboration on ServicePoint and our HMIS database to be held in San Antonio, Texas from September 9, 2018 through September 13, 2018. Expenses to include registration, transportation, lodging, and per diem for approximate total of $1,759.00. Continuum of Care (CoC) grant funded 5000-1480

D. Authorization for Overnight Travel -- Community Development Administrator to attend Weatherization Coordinator training in Champaign, Illinois from June 11, 2018 through June 15, 2018. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $885.00. Grant funded - Weatherization Grant 5000-1400.
E. Authorization for Overnight Travel -- Community Development Weatherization Coordinator to attend Weatherization Coordinator training in Champaign, Illinois from June 11, 2018 through June 15, 2018. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $735.00. Grant funded -Weatherization Grant 5000-1400.

12. CONSENT ITEMS
Items 12.A. and 12.B were combined and approved.

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

A. Consent Item -- Family Shelter Services - 2995-0001 SERV - Decrease & Close

B. Consent Item -- Redwood Toxicology Laboratory - 3020-0001 SERV - Decrease & Close

13. RESIDENCY WAIVERS - JANELLE CHADWICK

14. COMMUNITY SERVICES UPDATE - MARY KEATING
Mary Keating, Director of Community Services, explained item 7.A.1., the resolution for Outreach Community Services. The agreement is in the final year of a five year partnership with Outreach to transition the operation of the York Center Neighborhood Resource Center from DuPage County to Outreach Community Services. Outreach has established a more appropriate location and partnership with an adjacent school, allowing them to service more children and families. Executed as a strategic initiative five years ago, Ms. Keating expressed her appreciation to the County for their support and added this will release a large expense from the 2019 budget.

Ms. Keating added that item 9.B., the budget transfer for Psychological Services, was issued to remove the salaries of staff from the general fund salary line to contractual services to correspond with the Psychological Services merge with the DuPage County Health Department. Ms. Keating looks forward to meeting with Karen Ayala regarding the ability of the Health Department to generate income by billing for services under the Forensic Behavioral Health Unit, which should benefit the 2019 budget general fund, as well.

Ms. Keating stated that Janelle Chadwick and she are preparing their 2019 budget proposals and will present their recommendations to the committee in July and August.

Mary reminded all that there is a Community Development Commission Executive Meeting at 11:30. She encouraged all committee members to attend; it is an opportunity to meet with municipal members that are on the committee. Most items discussed are eventually brought to Health and Human Services for approval.

15. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK
Janelle Chadwick, Administrator of the DuPage Care Center, stated the new Director of Nursing, Nadja James, started on June 4. Ms. James has dual master degrees, and she is working on her
PhD. Ms. James background includes clinical bedside instructor, professor in classroom, and a director of nursing in long term care. Ms. Chadwick is excited to utilize Ms. James’ background and experience to bring new ideas and implementations to the Care Center.

The 15th annual DuPage Care Center Foundation Golf Outing is Wednesday, June 6, 2018. This will be Ms. Chadwick’s first golf outing and she hopes everyone can participate in some capacity. For the non-golfers, persons can attend dinner only following the golf game.

16. OLD BUSINESS

17. NEW BUSINESS

18. INFORMATIONAL ITEMS

19. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:33 AM.