1. **CALL TO ORDER**

10:15 AM meeting was called to order by Chair Greg Hart at 10:16 AM.

2. **ROLL CALL**

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

3. **PUBLIC COMMENT**

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

5. **APPROVAL OF MINUTES**

Health & Human Services - Regular Meeting - Aug 7, 2018 10:15 AM

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

6. **COMMUNITY SERVICES - MARY KEATING**

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

1. **FI-R-0383-18 RESOLUTION -- Acceptance & Appropriation of the Illinois Home Weatherization Assistance Program HHS Grant FY19 Inter-Governmental Agreement No. 18-221028 Company 5000-Accounting Unit 1430 - $776,198.00**
2. FI-R-0384-18 RESOLUTION -- Acceptance and Appropriation of the Illinois Home Weatherization Assistance Program DOE Grant FY19 Inter-Governmental Agreement No. 17-402028 Company 5000 - Accounting Unit 1400 $349,912.00

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

3. HHS-R-0385-18 RESOLUTION -- Recommendation for approval of an Agreement between the County of DuPage and the Veterans Assistance Commission of DuPage County

Steve Fixler, Superintendent of the Veterans Assistance Commission (VAC), answered questions related to the two new items added to the Intergovernmental Agreement (IGA) between DuPage County and the VAC. Item 1.12, provision of the VAC to pay burial expenses for qualifying veterans and item 2.4., which allows VAC employees access to the free trainings provided by DuPage County, have always been part of services provided, are now specified in the IGA. Although the VAC’s attorney approved the IGA, committee member, Bob Larsen asked that the additions to the IGA be reviewed by the States Attorney’s office. Mary Keating, Director of Community Services, stated she would have the IGA approved by the States Attorney before the County Board meeting on August 28.

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

7. DUPAGE CARE CENTER - JANELLE CHADWICK
A. DuPage Care Center Requests That Also Require Finance And/Or County Board Approval

1. HHS-P-0227-18 Recommendation for the approval of a contract purchase order to Lakeshore Dairy, Inc., for the purchase of fluid dairy, for the DuPage Care Center and Cafe and Cafe’s located at the JTK Administration Building and the Judicial Office Facility, for the period September 1, 2018 through August 31, 2019, for a contract total not to exceed $59,926.88, per lowest responsive bid #18-124-GV.

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

2. FM-P-0228-18 Recommendation for the approval of contract purchase order to Wheaton Sanitary District, for sanitary sewer utility services, for the County campus, for Facilities Management, for the period October 1, 2018 through September 30, 2019, for a total contract not to exceed $464,000.00 (Facilities Management portion is $355,000.00 and the DuPage Care Center’s portion is $109,000.00)

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

3. FM-P-0229-18 Recommendation for the approval of a contract purchase order to the City of Wheaton, for water utility services for the County campus, for Facilities Management, for the period October 1, 2018 through September 30, 2019, for a total contract amount not to exceed $657,000. Per 55 ILCS 5/5-1022 “Competitive Bids” (c) Not suitable for competitive bids – Public Utility (Facilities Management portion is $530,000 and the DuPage Care Center’s portion is $127,000)

RESULT: APPROVED [UNANIMOUS]
MOVER: Amy L Grant, District 4
SECONDER: Robert L Larsen, District 6
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore
B. DuPage Care Center Requests for Parent Committee Final Approval

1. 2018-199 Recommendation for the approval of a contract purchase order to ARxIUM Inc., for maintenance and support for the FastPak Elite medication dispensing machine, for the DuPage Care Center, for the period September 1, 2018 through August 31, 2019, for a total contract amount not to exceed $11,216.70, per 55 ILCS 5/5-1022 "Competitive Bids" (c) not suitable for competitive bids - sole source (maintenance/support for medication dispensing machine)

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

2. Change Order -- Amendment to County Contract 2807-0001 SERV, issued to Pulmonary Exchange LTD. dba PEL/VIP Medical Staffing, for rental of respiratory care equipment, for the DuPage Care Center, for the period October 22, 2017 through October 21, 2018, to increase encumbrance in the amount of $6,500.00, resulting in an amended contract total amount not to exceed $20,660.00, an increase of 45.90%.

Janelle Chadwick, Administrator of the DuPage Care Center, answered questions regarding the increase. Ms. Chadwick stated the Care Center has the budget for the services but needs to change the contract to accommodate the five additional residents that are on BIPAP CPAP, Bilevel Positive Airway Pressure and Continuous Positive Airway Pressure.

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

8. BUDGET TRANSFERS
Items 8.A. and 8.B. were combined and approved.

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

A. Budget Transfers -- DuPage Care Center - To transfer funds to allow payments for QS/1 maintenance, clinical updates, price updates and CareVoyant for the Pharmacy Department; new hire physicals for Dining Services and CDM Electrical Engineering Services for domestic water heater replacement project - $32,231.00
B. Budget Transfers -- Community Services - Homeless Management Information System (HMIS) grant - To move grant funds to cover payout of benefit payments and to cover conference expenses that will be paid differently than originally budgeted - $9,996.00

9. TRAVEL REQUESTS - OVERNIGHT - REQUIRE COUNTY BOARD APPROVAL

Mary Keating answered questions regarding the travel requests, confirming that the travel is grant funded and the ROMA and APS trainings are required for staff certification. Ms. Keating added that the National Association for County Community and Economic Development (NACCED) training is the only opportunity to get training from a County perspective on the management of the Community Development Block Grant (CDBG) and HOME Affordable Housing, and to meet with representatives from HUD’s Washington D.C. headquarters. Having four staff attend the conference will provide coverage to three different educational tracks. Ms. Keating explained the breakdown of the expenditure of CDBG funds and the intricacies of managing funds at the county level, stating DuPage County oversees their CDBG program and funds projects to municipalities based on how they rank. The County's involvement with projects helps to develop cooperative working relationships with municipalities, while some counties may choose to disperse the funds to municipalities based on a per capita basis, leaving them to find eligible projects, control the funds, and meet compliance.

Items 9.A. through 9.I. were combined and approved.

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

A. Authorization for Overnight Travel -- Community Services Administrator to attend the Results Oriented Management and Accountability (R.O.M.A.) in-service training to maintain the Community Service Block Grant (CSBG) trainer credentials, in Springfield, Illinois from September 11, 2018 through September 12, 2018. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $382.00. CSBG grant funded 5000-1650

B. Authorization for Overnight Travel -- Community Services Director to attend the National Association for County Community and Economic Development (NACCED) Annual Conference and Training in Minneapolis, Minnesota from September 22, 2018 through September 26, 2018. Expenses to include registration, transportation, lodging, and per diem for approximate total of $2,048.00. Community Development Block Grant (CDBG) funded.

C. Authorization for Overnight Travel -- Community Development Administrator to attend the National Association for County Community and Economic Development (NACCED) Annual Conference and Training in Minneapolis, Minnesota from September 22, 2018 through September 26, 2018. Expenses to include registration, transportation, lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $2,028.00. Community Development Block Grant (CDBG) funded.
D. Authorization for Overnight Travel -- Community Development Manager to attend the National Association for County Community and Economic Development (NACCED) Annual Conference and Training in Minneapolis, Minnesota from September 22, 2018 through September 26, 2018. Expenses to include registration, transportation, lodging, and per diem for approximate total of $2,028.00. Community Development Block Grant (CDBG) funded.

E. Authorization for Overnight Travel -- Community Development Senior CD Specialist to attend the National Association for County Community and Economic Development (NACCED) Annual Conference and Training in Minneapolis, Minnesota from September 22, 2018 through September 26, 2018. Expenses to include registration, transportation, lodging, and per diem for approximate total of $2,028.00. Community Development Block Grant (CDBG) funded.

F. Authorization for Overnight Travel -- Community Services Manager to attend the Results Oriented Management and Accountability (ROMA) In-Service Training and the Adult Protective Services (APS) Phase II Training in Springfield, Illinois from September 11, 2018 through September 13, 2018. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $400.50. CSBG grant funded 5000-1650.

G. Authorization for Overnight Travel -- Community Services Manager to attend the Adult Protective Services (APS) Phase III Training in Springfield, Illinois from October 24, 2018 through October 26, 2018. Expenses to include lodging, miscellaneous expenses (parking, mileage, etc.), and per diem for approximate total of $359.25. CSBG grant funded 5000-1650.

H. Authorization for Overnight Travel -- Community Services Senior Services Information & Referral Coordinator to attend the Adult Protective Services (APS) Phase II Training in Springfield, Illinois from September 12, 2018 through September 13, 2018. Expenses to include lodging and per diem for approximate total of $180.25. Senior Services grant funded 5000-1720.

I. Authorization for Overnight Travel -- Community Services Senior Services Information & Referral Coordinator to attend the Adult Protective Services (APS) Phase III Training in Springfield, Illinois from October 24, 2018 through October 26, 2018. Expenses to include lodging and per diem for approximate total of $350.50. Senior Services grant funded 5000-1720.

10. CONSENT ITEMS

Consent Item -- Extend Weatherproofing Technologies, Inc. through November 30, 2018. (2759-001 SERV)
RESULT: APPROVED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Robert L Larsen, District 6
AYES: Chaplin, Grant, Hart, Khouri, Larsen, Tornatore

11. INFORMATIONAL ITEMS
12. RESIDENCY WAIVERS - JANELLE CHADWICK
13. COMMUNITY SERVICES UPDATE - MARY KEATING
14. DUPAGE CARE CENTER UPDATE - JANELLE CHADWICK
15. OLD BUSINESS
16. NEW BUSINESS
County Board staff requested a permanent section be added to the Health and Human Services agenda to include DuPage County Health Department updates.
17. ADJOURNMENT
There being no further business, the meeting was adjourned at 10:32 AM.