

# DUPAGE COUNTY BOARD OF HEALTH

September 11, 2008

6:15 P.M.

## A G E N D A

<u>PAGE</u>	<u>ITEM NO.</u>	<u>SUBJECT</u>
---	1.	<b>CALL TO ORDER AND CALL OF THE ROLL</b>
---	2.	<b>SUBCOMMITTEE REPORTS</b> <ul style="list-style-type: none"><li>a. Executive – (BOS)</li><li>b. Community Health Services (CHS) &amp; (EDC)</li><li>c. Mental Health Services (MHS)</li></ul>
---	3.	<b>APPROVAL OF MINUTES – August 14, 2008</b>
---	4.	<b>TREASURER’S REPORT – August 31, 2008</b>
---	5.	<b>PUBLIC COMMENT</b>
---	6.	<b>PRESIDENT’S REMARKS</b>
---	7.	<b>RESOLUTION</b> <ul style="list-style-type: none"><li>1. Holiday Schedule</li></ul>
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---	9.	<b>OLD BUSINESS</b> Strategic Message Update
---	10.	<b>NEW BUSINESS</b> <ul style="list-style-type: none"><li>8. 1) FY09 Budget – BOS</li><li>11. 2) Purchasing – BOS</li><li>13. a. S-BOS-08-06-078.a – System Solution, Inc. - BOS</li><li>14. b. S-BOS-09-11-138 – Trench It, Inc. - BOS</li><li>15. c. C-BOS-09-11-139 – AT &amp; T - BOS</li><li>16. d. C-BOS-11-06-087 – CDW-G, Microsoft Licensing – BOS</li><li>17. e. C-BOS-04-07-100 – NetBackup Software – BOS</li><li>18. f. P-BOS-06-12-137 – Jasculca-Terman &amp; Assoc. – BOS</li><li>19. g. P-BOS-02-06-033 – John Wyma &amp; Assoc. – BOS</li><li>21. h. P-BOS-09-08-141 – McGuire Woods - BOS</li><li>23. i. P-MHS-03-06-039 – April Nowak – MHS</li><li>24. j. P-MHS-09-11-140 – Illinois Association of Rehabilitation Facilities - MHS</li><li>---</li><li>26. 3) Grant Acceptance<ul style="list-style-type: none"><li>a. DHS Community Service Agreement - CHS</li><li>27. b. IL Tobacco-Free Communities Grant - CHS</li><li>28. c. Bioterrorism Grant - EDC</li><li>29. d. Cities Readiness Initiative Grant – EDC</li><li>30. e. DHS Community Service Agreement - MHS</li></ul></li><li>31. 4) Revised Private Water Supply Ordinance - EHS</li></ul>
---	11.	<b>NEXT MEETING – October 9, 2008</b>
---	12.	<b>ADJOURNMENT</b>

# RESOLUTION

(BOS 08-04)

## DESIGNATED HOLIDAY SCHEDULE 2009

**WHEREAS**, the Board of Health has adopted a closed holiday schedule as a benefit to employees; and

**WHEREAS**, the holiday schedule should be consistent with other DuPage County offices and departments; and

**WHEREAS**, in 2009, all other DuPage County Government offices shall be closed on eleven (11) designated holidays.

**NOW, THEREFORE, BE IT RESOLVED** that the number of 2009 designated holidays observed by the Health Department shall be eleven (11); and

**BE IT FURTHER RESOLVED** that the following days shall be designated as DuPage County Health Department holidays for 2009:

Holiday	<i>Day of the Week Observed</i>	<i>Date Observed</i>
New Years Day	Thursday	January 1, 2009
Martin Luther King Day	Monday	January 19, 2009
President's Day	Monday	February 16, 2009
Memorial Day	Monday	May 25, 2009
Independence Day	Friday	July 3, 2009
Labor Day	Monday	September 7, 2009
Columbus Day	Monday	October 12, 2009
Veteran's Day	Wednesday	November 11, 2009
Thanksgiving Day	Thursday	November 26, 2009
Day after Thanksgiving	Friday	November 27, 2009
Christmas Day	Friday	December 25, 2009

**BE IT FURTHER RESOLVED** that, should a designated holiday fall on a Saturday, it shall be observed on the preceding Friday, or should it fall on a Sunday, it shall be observed on the following Monday; and

Enacted and approved this 11<sup>th</sup> day of September, 2008 at Wheaton, Illinois.

\_\_\_\_\_  
Linda A. Kurzawa, President  
DuPage County Board of Health

Attest: \_\_\_\_\_  
Scott J. Cross, Secretary  
DuPage County Board of Health

(09/11/08)

HUMAN RESOURCES TRANSACTIONS – BUSINESS OPERATIONS SERVICES

All employees hired and changing status are filling vacant budgeted positions.

The Changes of Status have not caused any increase in the budget.

**M O T I O N**

The DuPage County Board of Health hereby approves the hiring, changes of status, and separations as listed, falling within the dates of 05/16/08 and 09/02/08.

AGENDA ITEM # 8 (a)

(09/11/08)

NAME	TITLE	SALARY RANGE	CLASS	DATE
<b><u>The hiring of the following people:</u></b>				
Sharon Baffa	Customer Service Representative I	11.80 hr. – 17.70 hr.	108	08/11/08
Graciela Gonzalez	Respite Worker (on-call)	12.00 hr.	----	08/11/08
Artemiza Martinez	Customer Service Representative I	11.80 hr. – 17.70 hr.	108	08/11/08
Christina McNeely	Mental Health Worker	15.95 hr. – 23.93 hr.	205	08/11/08
Melody Paul	Mental Health Worker	15.95 hr. – 23.93 hr.	205	08/11/08
Tatiana Robles	Client Benefits Specialist	13.69 hr. – 20.54 hr.	109	08/11/08
Jeffrey Lem	Associate Sanitarian	15.95 hr. – 23.93 hr.	205	08/25/08
Elaine Link	Clinician/Consultant (on-call)	19.04 hr. – 28.56 hr.	207	08/25/08
Jamie Moss	Dentist (contractual)	56.00 hr.	----	08/25/08
Janis Ricely	Clinician/Consultant	20.31 hr. – 30.47 hr.	207	08/25/08
Babette Robinson	Temporary Houseparent (on-call)	10.79 hr.	----	08/25/08
Robert Scaramella	Associate Sanitarian	15.95 hr. – 23.93 hr.	205	08/25/08

**The changes of status of the following employees:**

Cassidy Anderson	From: Respite Worker (on-call)	13.19 hr.	----	08/04/08
	To: Qualified Examiner (on-call)	21.68 hr. – 32.52 hr.	208	08/04/08
Attila Kutashy	From: Temporary Houseparent (on-call)	10.79 hr.	----	08/09/08
	To: Mental Health Worker	15.95 hr. – 23.93 hr.	205	08/09/08
Ivonne Gines	From: Parent Partner (on-call)	12.00 hr.	----	08/11/08
	To: Clinician/Consultant	20.31 hr. – 30.47 hr.	207	08/11/08
Mary Whorlow	From: Mental Health Worker	15.95 hr. – 23.93 hr.	205	08/11/08
	To: Clinician/Consultant	20.31 hr. – 30.47 hr.	207	08/11/08

Berenice Leal	From: Customer Service Representative II	13.69 hr. – 20.54 hr.	109	08/25/08
	To: Case Manager	15.99 hr. – 23.99 hr.	110	08/25/08
Annelise Wagner	From: Client Benefits Specialist	13.69 hr. – 20.54 hr.	109	08/11/08
	To: Customer Service Representative III	15.99 hr. – 23.99 hr.	110	08/11/08
Kathleen Porubyanski	From: Secretary	11.80 hr. – 17.70 hr.	108	08/18/08
	To: Customer Service Representative I	11.80 hr. – 17.70 hr.	108	08/18/08
Stacey Hoferka	From: Emergency Response Coordinator	22.24 hr. – 33.36 hr.	312	08/25/08
	To: Disease Control Manager	32.19 hr. – 48.28 hr.	315	08/25/08

**The separation of the following employees:**

Joseph LoBue	Respite Worker (on-call)	12.00 hr.	----	05/16/08
Marietta Gaden	Temporary Houseparent (on-call)	10.79 hr.	----	07/29/08
Sarah Powell	Temporary Houseparent (on-call)	10.79 hr.	----	08/14/08
Kelly McHugh	Summer Employee (temporary)	10.00 hr.	----	08/15/08
Virginia Rusy	Dietetic Technician	15.95 hr. – 23.93 hr.	205	08/15/08
James Matter	Clinician/Consultant	20.31 hr. – 30.47 hr.	207	08/19/08
Shaun Nelson	Disease Control Manager	32.19 hr. – 48.28 hr.	315	08/20/08
Samantha Olenick	Summer Employee (temporary)	10.00 hr.	----	08/21/08
Bhavika Mehta	Dietitian	20.31 hr. – 30.47 hr.	207	08/29/08
Natalie Ryan	Sanitarian	20.31 hr. – 30.47 hr.	207	08/29/08
Anthony Montalbano	Maintenance Technician	15.99 hr. – 23.99 hr.	110	09/02/08

**September 11,  
2008**

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President, Board of Health

Date

**AGENDA ITEM # 8 b**  
(09/11/08)

**FUND TRANSFERS – BUSINESS OPERATIONS SERVICES**

The Business Operations Services requests DuPage County Board of Health approval of the transfer of funds to the designated line items in the FY 2008 budget as set forth on the attached budget transfer form.

**MOTION**

The DuPage County Board of Health hereby approves the transfer of funds to the designated line items in the FY 2008 budget as set forth in the attached Schedule of Transfers.

**SEPTEMBER SCHEDULE OF TRANSFERS  
FISCAL YEAR 2008**

Service Unit	Reporting Unit	Line Item	Description	To: Debit	From: Credit
902	215	2150	Medical/Dental Supplies		\$5,000.00
902	215	3099	Other Professional Services	\$5,000.00	
The sum of FIVE THOUSAND DOLLARS (\$5,000)					

Transfer funds to cover interpreter services until the end of the fiscal year.

902	244	1010	Regular Salary		\$5,742.00
902	244	1070	Part-Time Salary		\$12,439.00
902	244	3080	Medical Services	\$18,181.00	
The sum of EIGHTEEN THOUSAND ONE HUNDRED EIGHTY ONE DOLLARS (\$18,181)					

Transfer funds to pay for Medical Services for the rest of the fiscal year.

901	104	2117	D/P Equip Non-Capital		\$46,000.00
901	105	1076	Salary Program		\$18,018.00
902	215	1076	Salary Program		\$31,614.00
902	220	1076	Salary Program		\$65,919.00
903	312	1010	Regular Salary		\$20,000.00
903	320	1010	Regular Salary		\$20,000.00
904	401	1010	Regular Salary		\$30,000.00
904	403	1010	Regular Salary		\$50,000.00
904	404	1076	Salary Program		\$37,340.00
904	404	1090	Employer Med/Hosp Ins Share		\$29,120.00
907	701	1076	Salary Program		\$15,777.00
907	710	1076.0020	Salary Program		\$10,793.00
907	710	1076.0035	Salary Program		\$14,538.00
907	776	1076	Salary Program		\$14,611.00
901	101	3099	Other Professional Svc	\$25,000.00	
901	104	3011	D/P Services	\$250,000.00	
901	104	3430	Telephone Service	\$70,000.00	
901	104	4530	DP Equipment	\$46,000.00	
901	105	3610	Repair & Maint-Buildings	\$12,730.00	

The sum of FOUR HUNDRED THREE THOUSAND SEVEN HUNDRED THIRTY DOLLARS (\$403,730)

Transfer funds to cover IT infrastructure project, Microsoft license, telephone expenditure & County Treasurer services.

**FY 2009 BUDGET – BUSINESS OPERATIONS SERVICES**

Business Operations Services has finalized the FY 2009 Budget proposal for your consideration. This proposal, prepared and approved by Service Unit Leadership, includes parameters discussed at the August 14, 2008 Board of Health meeting and balances projected revenues with expenditures for the General Fund (70), Social Security Fund (71) and IMRF Fund (72). This proposal also includes \$2,000,000 in balanced revenue and expenditures for Grant Applications. Grant Applications allow the Board of Health to accept additional or unforeseen grant funding during the fiscal year without amending the budget.

Business Operations Services is requesting that the DuPage County Board of Health adopt the FY 2009 Budget contingent upon DuPage County Board approval.

**RESOLUTION**

(BOS - 05)

**DUPAGE COUNTY HEALTH DEPARTMENT**

**FY 2009 BUDGET**

**WHEREAS**, at the August 14, 2008 Board of Health meeting, the FY 2009 Budget was presented and reviewed with the Board of Health. The final FY 2008 Budget amounts for the Health Department General Operating Fund (70), Social Security Fund (71) and IMRF Fund (72) are balanced for revenues and expenditures as presented on August 14, 2008.

**WHEREAS**, the final proposal for the FY 2009 Budget appropriation for the General Operating Fund (70), Social Security Fund (71) and IMRF Fund (72) is presented on the following page. Business Operations Services, with the approval of the Executive Director, requests the Board of Health adopt the FY 2009 Budget as presented;

**NOW, THEREFORE BE IT RESOLVED** that the DuPage County Board of Health hereby adopt the DuPage County Health Department's FY 2009 Budget for the General Operating Fund (70), Social Security Fund (71), IMRF Fund (72) for a combined budget of \$49,777,760 which includes \$2,000,000 for Grant Applications.

Dated this 11<sup>th</sup> day of September 2008 in Wheaton, Illinois.

\_\_\_\_\_  
Linda A. Kurzawa, President  
DuPage County Board of Health

Attest: \_\_\_\_\_  
Scott J. Cross, Secretary  
DuPage County Board of Health

**DUPAGE COUNTY HEALTH DEPARTMENT  
ANTICIPATED APPROPRIATION FOR FISCAL YEAR 2009  
WITH GRANT APPLICATIONS**

**70 HEALTH DEPARTMENT OPERATING FUND**

PERSONNEL	\$33,911,724
COMMODITIES	\$2,394,358
CONTRACTUAL	\$8,099,027
CAPITAL OUTLAY	\$623,000
<b>TOTAL DEPARTMENTAL APPROPRIATION</b>	<b><u><u>\$45,027,812</u></u></b>

**71 HEALTH SOCIAL SECURITY FUND**

PERSONNEL	\$2,335,768
<b>TOTAL DEPARTMENTAL APPROPRIATION</b>	<b><u><u>\$2,335,768</u></u></b>

**72 HEALTH I.M.R.F. FUND**

PERSONNEL	\$2,414,180
<b>TOTAL DEPARTMENTAL APPROPRIATION</b>	<b><u><u>\$2,414,180</u></u></b>

<b><u>TOTAL APPROPRIATION - FUND 70, 71 &amp; 72</u></b>	<b><u><u>49,777,760</u></u></b>
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(09/11/08)

## PURCHASING

S-BOS-08-06-078.a – Bid award to System Solutions, Inc. for annual maintenance support for twelve LeftHand SAN's (Storage Area Networks) in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds for FY08 are budgeted, and funds for the contract period into next year have been included in the FY09 budget. Staff recommends approval of the expenditure in the amount of \$20,193.00. There is a cost decrease of 25% from last year due to changing the level of support from premium to basic.

S-BOS-09-11-138 – Bid award to Trench It, Inc. for build out service for department owned offices for improved information technology infrastructure in accordance with Article 4, Part A, Section 4-103 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds are available in the current year budget. Staff recommends approval of the expenditure in the amount of \$48,180.

C-BOS-09-11-139 – Purchase of hardware and related services for Opte-MAN infrastructure from AT & T , joint purchase, in accordance with Article 4, Part a Section 4-107 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds are available in the current year budget. Staff recommends approval of the expenditure in an amount not to exceed \$150,000.

C-BOS-11-06-087 – Approval for costs to CDW-G for Microsoft Enterprise Licensing Agreement, joint purchase, in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. This is the third year of a three-year (3) contract term. The Procurement Approval Checklist is included. Funds for this expenditure are available in the FY08 budget and staff recommends approval of the expenditure amount not to exceed \$220,000.

C-BOS-04-07-100 – Renewal of NetBackup Software Support for the agency Back up and Restore System. Software is used to insure business continuity and file integrity in the event of a network failure. Purchase of Software Support from Dell Computers, is a joint purchase, in accordance with Article 4, Part A, Section 4-107 of the DuPage County Health Department Procurement Policy. The Procurement Approval Checklist is included. Funds for this expenditure are available in the FY08 budget and staff recommends approval of the expenditure amount not to exceed \$28,000.00.

P-BOS-06-12-137 – Change Order for Jasculca-Terman and Associates, Professional Services contract in accordance with Article 4, Part D, and section 4-405 of the DuPage County Health Department Procurement Policy. The Request for Change Order is included. Funds for this Change Order are available in the FY08 Professional Services budget and staff recommends approval of the Change Order in an amount not to exceed \$7,000.00 through the end of the fiscal year.

P-BOS-02-06-033 – Professional Services Contract to John Wyma & Associates to provide consulting services as a lobbyist representing the DuPage County Health Department before the Executive Branch of State in accordance with Article 4, Part A, Section 4-107 of the DuPage County Procurement Policy. The Procurement Approval Checklist and Decision memo are included. Funds for this expenditure are available in the FY08 budget and staff recommends approval of the expenditure in an amount not to exceed \$80,000.00.

P-BOS-09-08-141 – Professional Services Contract to McGuire Woods Consulting to provide consulting services as a lobbyist representing the DuPage County Health Department before the Executive Branch of State in accordance with Article 4, Part A, Section 4-107 of the DuPage County Procurement Policy. The Procurement Approval Checklist and Decision memo are included. Funds for this expenditure are available in the FY08 budget and staff recommends approval of the expenditure in an amount not to exceed \$60,000.00.

P-MHS-03-06-039 – Change Order for April Nowak, Professional Services contract in accordance with Article 4, Part D, and section 4-405 of the DuPage County Health Department Procurement Policy. The Request for Change Order is included. Funds for this Change Order are available in the FY08 Professional Services budget and staff recommends approval of the Change Order in an amount not to exceed \$13,000 through the end of the fiscal year.

P-MHS-09-11-140 – Professional Services to Illinois Association of Rehabilitation Facilities to provide advocacy and representation in legislative and state policy decisions for the Department since we provide services to clients with mental, behavioral and developmental disabilities in accordance with Article 4, Part A, Section 4-107 of the DuPage County Procurement Policy. The Procurement Approval Checklist and Decision memo are included. Funds for this expenditure are available in the FY08 budget and staff recommends approval of the expenditure in an amount not to exceed \$23,000.00.

## **MOTION**

The DuPage County Board of Health hereby approves the Purchasing Items # 10 (2) A through J as presented.



# PROCUREMENT APPROVAL CHECKLIST

DOCUMENT S-BOS-0806078.a

This form must accompany all Purchase Requests in excess of \$15,000.

<b>REQUISITION #/</b>	SBOS0806078.a	<b>CONTRACT TERM</b>	September 30, 2008-September 30, 2009
<b>DATE SUBMITTED</b>	8/12/2007	<b>REQUESTING DEPT.</b>	IT
<b>VENDOR</b>	System Solutions Inc.	<b>DEPT. CONTACT</b>	Jeff Swim
<b>PHONE #</b>		<b>PHONE #</b>	Ext. 7995
<b>DESCRIPTION OF PROCUREMENT / SCOPE OF WORK</b>	Annual maintenance support for 12 IP SAN devices. A SAN (Storage Area Network) allows storage for all agency data. Lefthand is a brand of SAN chosen for use within the agency. Bid award in the amount of \$20,193.00.		
<b>REASON FOR PROCUREMENT</b>	Annual maintenance support agreement required for the agency's 12 SAN devices.		
<b>BACKGROUND (HISTORY)</b>	A bid was executed for the annual maintenance support of the agency's 12 Left Hand San Network equipment The agency would like to award the bid for the annual support to System Solutions Inc. There is a cost decrease of 25% from last year due to changing the level of support from premium to basic.		

### SOURCE OF FUNDING:

- THIS PROCUREMENT WAS SPECIFICALLY BUDGETED FOR (BUDGET CODE) 104 3011
- BUDGET TRANSFER \_\_\_\_\_
- FUNDS FOR THIS PROCUREMENT HAVE BEEN IDENTIFIED IN BUDGET \_\_\_\_\_

### DECISION MEMO NOT REQUIRED:

- THREE WRITTEN QUOTES (ATTACH COMPETITIVE PRICE EVALUATION)
- LOWEST RESPONSIVE, RESPONSIBLE BIDDER PER BID # SBOS0806078
- PER JOINT PURCHASING \_\_\_\_\_
- SOLE SOURCE (ATTACH SOLE SOURCE JUSTIFICATION FORM) - EXEMPT FROM BIDDING PER DuPage COUNTY HEALTH DEPARTMENT PURCHASING POLICY, ARTICLE 4-105

### BASIS OF DECISION MEMO (ATTACH DECISION MEMO):

- UNABLE TO OBTAIN THREE QUOTES
- EXPLANATION OF REQUEST FOR PROPOSAL (RFP) INSTEAD OF BID. MOST QUALIFIED OFFEROR PER PROPOSAL # \_\_\_\_\_ (ATTACH EVALUATION SUMMARY)
- PROFESSIONAL SERVICES PER 50 ILCS 510 (ARCHITECTS, ENGINEERS & LAND SURVEYORS)
- OTHER PROFESSIONAL SERVICES
- EMERGENCY PROCUREMENT AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

### REVIEWED AND APPROVED BY:

Jeff Swim 08/12/08  
**PREPARED BY: DATE**

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**BUYER DATE**  
/s/ Dan Harris 9/2/2008  
**DIRECTOR OF BUSINESS OPERATIONS DATE**  
(DECISION MEMOS OVER \$15,000 ONLY)

/s/ Dan Harris 9/2/2008  
**SERVICE UNIT DIRECTOR DATE**

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/s/ Pat Flaherty 08/26/08  
**PROCUREMENT MANAGER DATE**

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/s/ Maureen McHugh 08/26/08  
**EXECUTIVE DIRECTOR DATE**  
(DECISION MEMOS OVER \$15,000 ONLY)









CHANGE ORDER REQUEST			
BUYER		P.O. DATE	
CHANGE ORDER #	PBOS0612137	REQUEST DATE	08/26/08
VENDOR NAME	Jasculca-Terman and Associates	VENDOR #	
ACCOUNT CODE		DEPARTMENT	Business Operations Services
BID #		PROJECT NAME	
BACKGROUND/ISSUE/ REASON FOR CHANGE ORDER REQUEST	The Board of Health and Department has a need for public affairs and strategic development representation, and contracted with Jasculca-Terman to provide services beginning in June. As work products continue to be performed under this contract, the need to increase hours to complete the scope of work for the remainder of the fiscal year is necessary.		
IN ACCORDANCE WITH 720 ILCS 5/33E-9			
<input checked="" type="checkbox"/>	(A) WERE NOT REASONABLY FORESEEABLE AT THE TIME THE CONTRACT WAS SIGNED		
<input type="checkbox"/>	(B) THE CHANGE IS GERMANE TO THE ORIGINAL CONTRACT AS SIGNED		
<input type="checkbox"/>	(C) IS IN THE BEST INTEREST OF THE COUNTY OF DU PAGE AND AUTHORIZED BY LAW		

- CANCEL ENTIRE ORDER  
 CHANGE BUDGET CODE FROM \_\_\_\_\_ TO \_\_\_\_\_  
 INCREASE/DECREASE QUANTITY FROM \_\_\_\_\_ TO \_\_\_\_\_  
 PRICE SHOWS \$ \_\_\_\_\_ \$25,000 SHOULD BE \_\_\_\_\_ \$32,000  
 DECREASE REMAINING ENCUMBRANCE AND CLOSE CONTRACT  
 PROFESSIONAL SERVICES CONTRACT TIME EXTENSION ONLY (ARCHITECTS, ENGINEERS & LAND SURVEYORS ONLY)

ITEM	DESCRIPTION	AMOUNT
A	ORIGINAL CONTRACT VALUE:	\$ 25,000
B	AMOUNT OF PREVIOUS CHANGE ORDERS:	\$ N/A
C	CURRENT CONTRACT AMOUNT (A+B)	\$ 25,000
D	AMOUNT OF THIS CHANGE ORDER:      X      INCREASE <input type="checkbox"/> DECREASE	\$ 7,000
E	NEW CONTRACT AMOUNT (C+D)	\$ 32,000
F	PERCENT OF CURRENT CONTRACT VALUE THIS CHANGE ORDER REPRESENTS (D/C):	28.0%
G	CUMULATIVE PERCENT OF CONTRACT CHANGE FOR OF ALL CHANGE ORDERS (B+D/A):	%

REVIEWED AND APPROVED BY:			
Maureen McHugh	08/26/08	/s/ Dan Harris	9/2/2008
<b>PREPARED BY:</b>	<b>DATE</b>	<b>DEPARTMENT HEAD</b>	<b>DATE</b>
		/s/ Pat Flaherty	8/26/2008
<b>BUYER</b>	<b>DATE</b>	<b>PROCUREMENT MANAGER</b>	<b>DATE</b>
/s/ Dan Harris	9/2/2008	/s/ Maureen McHugh	8/26/2008
<b>DIRECTOR OF BUSINESS OPERATIONS</b>	<b>DATE</b>	<b>EXECUTIVE DIRECTOR</b>	<b>DATE</b>



**DECISION MEMO**

**Document # PBOS0206033**

*This document is required for all Professional Service Contracts, all Contracts \$15,000 or greater or between \$5,000 and \$14,999 where 3 quotes are not feasible.*

Requisition #	PBOS0206033	Requesting Program	BOS
Vendor	John Wyma & Asso	Program Contact	Maureen McHugh
Date Submitted for Review	09/08/2008	Contact Phone #	7554

**ISSUE:**

Engage lobbyist services to represent and promote DuPage County Health Department interest at the state government level.

**BACKGROUND:**

Previously the Health Department has retained lobbyists for state representation.

**DISCUSSION:**

It is important that the views of the DuPage County Health Department are communicated to policy makers at the state level. Wyma and Associates will represent the Health Department through lobbying activities with the Governor and State Agencies. Wyma and Associates will keep the DuPage County Health Department Executive Director and the DuPage County Board of Health apprised of key issues and offer advice and counsel regarding state government. The firm’s primary focus will be on the Executive Branch of state government, working towards the successful resolution of county issues pending before state agencies including health care.

**OPTIONS (ITEMIZE):**

1. Selection of Wyma and Associates
2. Selection of other entity
3. Selection of no entity

**RECOMMENDATIONS:**

John Wyma has more than 15 years of government and private sector experience. Mr. Wyma served as Chief of Staff to U. S. Senator Charles Schumer and three Congressmen including Congressman (Governor) Blagojevich. He has significant policy and legislative experience at the state and federal level in the areas of Finance, Information Technology and Health Care.

**FISCAL IMPACT (LIST CURRENT YEAR AND CONTRACT TOTAL TO ANY NARRATIVE):**

The contract will be in effect for a one year period from 9/1/08 through 9/1/09 at a cost of \$80,000.



**DECISION MEMO**

**Document # PBOS0908141**

*This document is required for all Professional Service Contracts, all Contracts \$15,000 or greater or between \$5,000 and \$14,999 where 3 quotes are not feasible.*

Requisition #	PBOS0908141	Requesting Program	BOS
Vendor	McGuire Woods	Program Contact	Maureen McHugh
Date Submitted for Review	09/08/2008	Contact Phone #	7554

**ISSUE:**

Engage lobbyist services to represent and promote DuPage County Health Department interests at the state government level.

**BACKGROUND:**

Previously the Health Department has retained lobbyists at the state level.

**DISCUSSION:**

It is important that the views of DuPage County Health Department are communicated to policy makers at the state level. McGuire Woods will represent the Health Department through lobbying activities with members and staff of the Illinois General Assembly and State Agency officials. McGuire Woods will keep the DuPage County Health Department Executive Director, Health Department Board Members and staff apprised of key legislative issues; assist with the development of legislative strategies; submit a quarterly report highlighting major activities; and offer advice and counsel regarding state issues. The firm’s primary focus will be on developing a strategy to address current Medicaid reimbursement issues at the Health Department; grassroots/coalition building on key issues; and strategic communications.

**OPTIONS (ITEMIZE):**

1. Selection of McGuire Woods Consulting
2. Selection of other entity
3. Selection of no entity

**RECOMMENDATIONS:**

McGuire Woods Consulting is a credible and respected firm. The firm’s Illinois team has more than 100 combined years of experience working with the General Assembly and the Executive Branch of Government, including with the Legislative Leaders’ and the Governor’s Office. The team is bi-partisan and has a solid reputation among lawmakers and key administration officials and has represented a number of local government entities.

**FISCAL IMPACT (LIST CURRENT YEAR AND CONTRACT TOTAL TO ANY NARRATIVE):**

The contract will be in effect for a one year period from 9/1/08 through 9/1/09 at a cost of \$60,000 (\$5,000 per month).





**DECISION MEMO****Document # PMHS0911140**

*This document is required for all Professional Service Contracts, all Contracts \$15,000 or greater or between \$5,000 and \$14,999 where 3 quotes are not feasible.*

Requisition #		Requesting Program	MHS
Vendor	Illinois Association Of Rehabilitation Facilities	Program Contact	Dave Christiansen
Date Submitted for Review	08/22/008	Contact Phone #	7547

**ISSUE:**

Society membership for agencies who provide services to individuals with mental, behavioral and developmental disabilities.

**BACKGROUND:**

Mental Health Services has a need for a statewide advocacy organization that can provide advocating on our behalf to insure adequate funding, work as liaison between member agencies and state departments such as DHS, and provide representation in legislative and state policy decisions.

**DISCUSSION:**

In addition to having an organization provide advocacy and representation in legislative and state policy decisions, the Department, through membership with the Illinois Association of Rehabilitation Facilities, is able to readily access staff training, conference attendance and publications. In the past membership was under \$15,000.00 but based upon our budget size, membership will increase and exceed \$15,000.00.

**OPTIONS (ITEMIZE):**

1. Renew membership in IARF
2. Cancel membership resulting in important advocacy, legislative, staff training, etc., not being readily available.

**RECOMMENDATIONS:**

Staff recommends continuing membership in the Illinois Association of Rehabilitation Facilities.

**FISCAL IMPACT (LIST CURRENT YEAR AND CONTRACT TOTAL TO ANY NARRATIVE):**

One year membership in an amount not to exceed \$23,000.

(09/11/08)

DHS COMMUNITY SERVICES AGREEMENT – COMMUNITY HEALTH SERVICES

Community Health Services received an additional amendment to the Illinois Department of Human Services agreement approved on 06/12/08 for the period of July 1, 2008 through June 30, 2009. The original agreement for \$13,028,898 included both Mental Health and Community Health services. This agreement was reduced by \$84,802 on 08/14/08: Mental Health Services programs were reduced by \$68,317 and Community Health Services programs by \$16,317.

Another reduction of \$58,386 was made to the Community Health Services programs; bring the total change from 06/12/08 to 09/11/08 to \$74,821. These programs were reduced:

	<u>Total on 06/12/08</u>	<u>Total on 08/14/08</u>	<u>Total on 09/11/08</u>	<u>Total Reduction</u>
Family Case Management	\$1,753,800	\$1,740,315	\$1,688,250	-\$65,550
Family Planning	\$480,000	\$480,000	\$478,780	-\$ 1,220
Health Works	\$73,500	\$73,500	\$72,927	-\$ 573
Teen Parenting	\$300,000	\$297,000	\$292,472	<u>-\$ 7,528</u>
Total Reduction				<u>-\$74,871</u>

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the reduction of \$58,386 from the Illinois Department of Human Services for Community Health Services as presented.

(09/11/08)

**ILLINOIS TOBACCO-FREE COMMUNITIES GRANT-COMMUNITY HEALTH SERVICES**

Community Health Services received an amendment from the Illinois Department of Public Health for the Illinois Tobacco-Free Communities Grant for the period of July 1, 2008 through June 30, 2009. The amendment reduces the grant from the \$305,462 accepted on 08/14/08 to \$293,357, a decrease of \$12,105 or 4%, from the original grant.

The amendment reduces the grant by \$18,339, or 6%, from the grant received in FY 2008.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the reduction of \$12,105 to the grant from the Illinois Department of Public Health for the Illinois Tobacco-Free Communities Grant as presented.

(09/11/08)

**BIOTERRORISM GRANT – EMERGENCY AND DISEASE CONTROL SERVICES**

Emergency and Disease Control Services wishes to accept a grant from the Illinois Department of Public Health for the Bioterrorism Program in the amount of \$629,116 for the period of August 1, 2008 through July 31, 2009. This grant is to be used to participate in the Bioterrorism program under a cooperative agreement with the Centers for Disease Control.

The grant amount an increase of \$132,325, or 27%, from the FY 2008 Budget of \$496,791.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for Bioterrorism Grant in the amount of \$629,116 as presented.

(09/11/08)

**CITIES READINESS INITIATIVE GRANT – EMERGENCY AND DISEASE  
CONTROL SERVICES**

Emergency and Disease Control Services wishes to accept a grant from the Illinois Department of Public Health for Cities Readiness Initiative Grant in the amount of \$144,796 for the period of August 1, 2008 through July 31, 2009. This grant is to be used to participate in a cities readiness initiatives.

The grant amount is a reduction of \$168,058, or 54%, from the FY 2008 Budget of \$312,854.

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the grant from the Illinois Department of Public Health for the Cities Readiness Initiative Grant in the amount of \$144,796 as presented.

(09/11/08)

DHS COMMUNITY SERVICES AGREEMENT – MENTAL HEALTH SERVICES

Mental Health Services received an additional amendment to the Illinois Department of Human Services agreement approved on 06/12/08 for the period of July 1, 2008 through June 30, 2009. The original agreement for \$13,028,898 included both Mental Health and Community Health services. This agreement was reduced by \$84,802 on 08/14/08: Mental Health Services programs were reduced by \$68,317 and Community Health Services programs by \$16,317.

Another reduction of \$250,595 was made to the Mental Health Services programs; bring the total change from 06/12/08 to 09/11/08 to \$318,912. These programs were reduced:

	<u>Total on 06/12/08</u>	<u>Total on 08/14/08</u>	<u>Total on 09/11/08</u>	<u>Total Reduction</u>
SASS Flex	\$28,521	\$28,521	\$10,689	-\$17,832
Non-Medicaid Services	\$2,136,189	\$2,067,872	\$1,835,109	<u>-\$301,080</u>
Total Reduction				-\$318,912

**MOTION**

The DuPage County Board of Health hereby approves the acceptance of the reduction of \$250,595 from the Illinois Department of Human Services for Mental Health Services as presented.

DUPAGE COUNTY HEALTH DEPARTMENT ADDITIONS TO ORDINANCE  
CHAPTER 18 – ENVIRONMENTAL HEALTH SERVICES

Intent of the additions to DuPage County Health Department Article 18-4 Private Water Supply is to correctly identify an area of groundwater contamination listed in Table 1, Part 1&2 which have not been updated since 2003. These changes will provide no substantive changes to the purpose of this Ordinance.

Environmental Health Services is proposing an addition to Chapter 18 –Health, Private Water Supply Ordinance , Section 4.1.8 , enacted Ordinance OHS-00b-02, March 11, 2003.

## TABLE 1

AREA OF REQUIRED CONNECTION TO REASONABLY AVAILABLE COMMUNITY PUBLIC WATER SUPPLY AND ABANDONMENT OF GROUNDWATER WELLS FOR PURPOSES OTHER THAN GROUNDWATER MONITORING OR REMEDIATION

### PART I

Lots 2,3,4,5,6,7,8,9,10, and 12 in BLOCK 6 OF McLeran and Blair's Addition; and

Lots K,L,M,N,O,P,Q, and R in Block 6 of Westshire Gardens 1<sup>st</sup> Addition; and

Lots 1,2,3,4,5,6,7, and 8 in Block 7 and Lots 1,2,3,4,5,6,7,8,9,10,11, and 12 in Block 12 of Westshire Gardens, all in the Southeast Quarter of Section 9, Township 39 North, Range 9 East of the Third Principal Meridian, in DuPage County, Illinois.

### PART II

Lots 7,8,28,29,30,32,33,34,35,36,37,38,39, and the portions of Lots 9,10, and 11 lying North of Kress Creek , in West Park; and

Lots 1 and 2 in George D. DeBeau's Plat of Survey; and

Lots 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26, 27,28,29,30,31,32,33,34,35,36,37,38,39,40,41,42.and 43 in West-Win Meadows;

Lots 44,45,46,47,48,49,50,51,52,53,54,55,56,57,58,59,60,61,62,63,64,65,66,67,68,69, 70,71,72,73,74,75,76,77,78,79,80,81,82,83,84,85,86,87, and 88 in West-Win Meadows 2<sup>nd</sup> Unit all in the Northeast and Southeast Quarters of Section 16, Township 39 North, Range 9 East of the Third Principal Meridian, in DuPage County, Illinois, and

Lots 4 & 5 in Block 1, Lot 14 in Block 2, Lots 1 thru 5, 8, 10 & 11 in Block 3, Lots 4, 5, & 6 in Block 5 and Lots 1 thru 6 in Block 8 in Second Addition to Westshire Gardens, being a subdivision in the Southeast Quarter of Section 9, Township 39 North, Range 9, East, of the Third Principal Meridian, according to the plat thereof recorded October 20, 1926 as Document 223494, in DuPage County, Illinois, and

Lots 1, 2, 11 & 12 in Block 5, Lots 6 thru 10 in Block 6 and Lots 1 thru 10 in Block 7 in Smith and Stimmel's Subdivision being a subdivision in the Southeast Quarter of Section 9, Township 39 North, Range 9, East, of the Third Principal Meridian, according to the plat thereof recorded November 7, 1891 as Document 046955, in DuPage County, Illinois, and

Lots 2 thru 12 and the East Half of vacated Sherman St and the North Half of vacated Hazel St adjacent to said lots, Lots 1 thru 4 in Block 2 and the West Half of vacated Sherman Street East adjacent to said Lots and Lots 12 and 13 in Block 2 and the North Half of the vacated Alley adjacent to said Lots in Mc Leran and Blairs Addition to Turner, being a subdivision Southeast Quarter of Section 9, Township 39 North, Range 9, East, of the Third Principal Meridian, according to the plat thereof recorded March 7, 1897 as Document 051486, in DuPage County, Illinois, and

Lots A thru J in Block 1 and the North Half of Vacated Hazel Street and the Vacated Alley adjacent to said lots in First Addition to Westshire Gardens in the Southeast Quarter of Section 9, Township 39 North, Range 9, East, of the third Principal Meridian, according to the plat thereof recorded April 6, 1926 as Document 210867 in DuPage County, Illinois, and

Lots 1 thru 12 in Pioneer Prairie Subdivision in the Southeast Quarter of Section 9, township 39 North, Range 9, East, of the Third Principal Meridian, according to the plat thereof recorded June 17, 2008 as R2008-097745, in DuPage County, Illinois, and

Lot 2 (except that part dedicated for public highway) in Bruss Assessment Plat being an assessment plat in the West Half of Section 15, Township 39 North, Range 9, East, of the Third Principal Meridian, according to the plat Recorded on September 1, 1989 as R1989-108982, in DuPage County, Illinois.