

**REVISED**  
**FINANCE COMMITTEE**  
**AGENDA**

**Called by:** Jaime Salgado, Chairman  
**Members:** Joe Hoffman, Burt Gerl,  
Dave Fiduccia, Steve Schultz,  
Keith McDonald, John Butitta

**DATE:** THURSDAY, JULY 16, 2020

**TIME:** IMMEDIATELY FOLLOWING  
HOUSING SUBCOMMITTEE

**LOCATION:** ~~COUNTY ADMINISTRATION BLDG~~  
~~404 ELM STREET, ROOM 303~~  
~~ROCKFORD, IL 61101~~  
VIRTUAL MEETING – ZOOM  
(WINNEBAGO COUNTY YOUTUBE  
LIVE)

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of May 14 and 21, 2020 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Budget Amendment 2020-021 (Health Department)
- F. Health Department Update
- G. Resolution Authorizing Execution of an Agreement to Advance \$45,000 to the Community Mental Health Board
- H. Resolution Extending Employee Leasing Agreement with GovTempsUSA, LLC for Interim County Administrator up to October 2, 2020
- I. Resolution Authorizing an Increase in the Salary of the Winnebago County Public Defender
- J. Update on Financing of Technology Equipment
- K. 2021 Budget Discussion – Revenue Enhancement
- L. Other Matters
- M. Adjournment

**Winnebago County Board**  
**Finance Committee Meeting**  
Virtual Meeting – Zoom  
(Winnebago County YouTube Live)

Thursday, May 14, 2020  
5:30 PM

**Present:**

Jaime Salgado, **Chairman**  
Steve Schultz  
Keith McDonald  
Joe Hoffman  
Burt Gerl

**Others Present:**

Frank Haney, County Board Chairman  
Steve Chapman, Interim County Administrator  
Dave Kurlinkus, Deputy State's Attorney  
Marilyn Hite Ross, State's Attorney  
Paul Arena, County Board Member

**Absent:**

Dave Fiduccia

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. An Ordinance to Modify 2019 Property Tax Year Late Tax Penalties
- E. Other Matters
- F. Adjournment

Chairman Salgado called the meeting to order at 5:31 PM.

**Public Comment**

Chairman Salgado omitted reading the Public Comment section of the Agenda due to no one present to speak.

**An Ordinance to Modify 2019 Property Tax Year Late Tax Penalties**

- Mr. Arena spoke about the draft Ordinance from the State's Attorney's Office and asked the Committee members to consider it and provide feedback.
- Tax payers unable to pay their first payment of property taxes due June 19<sup>th</sup>, would submit an Application and provide documentation of their source of income and whether or not they had applied for unemployment benefits or Coronavirus aid relief.
- It was recommended to send a Press Release and to have a Finance Committee meeting next Thursday. The Press Release would include the procedure and then solicit from the taxing bodies any questions or concerns they would have regarding the process going forward. If everything can be accomplished, the finalized version of the Ordinance and the finalized version of the Application may be voted on two weeks from tonight.
- A discussion followed.

**Other Matters**

- Mr. Fiduccia spoke about possibly having a combined meeting with Personnel and Policies to discuss raises for elected officials.

**Motion to adjourn.** Moved: Mr. Gerl, Seconded: Mr. Hoffman and Mr. Schultz.  
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant

**Winnebago County Board**  
**Finance Committee Meeting**  
Virtual Meeting – Zoom  
(Winnebago County YouTube Live)

Thursday, May 21, 2020

Immediately Following Combined Meeting of the Finance and Personnel and Policies Committees

**Present:**

Jaime Salgado, **Chairman**  
Steve Schultz  
Keith McDonald  
Joe Hoffman  
Burt Gerl  
Dave Fiduccia

**Others Present:**

Frank Haney, County Board Chairman  
Steve Chapman, Interim County Administrator  
Dave Kurlinkus, Deputy State's Attorney  
Marilyn Hite Ross, State's Attorney  
Ann Johns, Purchasing Director  
Other County Board Members

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Public Comment
- D. Ordinance to Modify 2019 Property Tax Year Late Tax Penalties
- E. 2020 Budget Discussion
- F. Other Matters
- G. Adjournment

Chairman Salgado called the meeting to order at 7:13 PM.

**Public Comment**

Chairman Salgado omitted reading the Public Comment section of the Agenda due to no one present to speak.

**Ordinance to Modify 2019 Property Tax Year Late Tax Penalties**

Motion by Mr. Hoffman and Seconded by Mr. Fiduccia.

- Application is due June 12<sup>th</sup> and a partial payment made by June 19<sup>th</sup> in order to qualify. Then it would have to be approved by the Auditors Office.
- A discussion followed.

Motion passed by unanimous voice vote with the exception of one vote.

**2020 Budget Discussion**

- At the next meeting or earlier, Mr. Chapman will present a list of recommendations for the Committee members to review in terms of dealing with the 2020 budget. It may possibly be discussed before Thursday night's Board meeting
- A discussion followed.

**Other Matters**

- Ms. Johns spoke about her summary report with regards to PPE purchases.

**Motion to adjourn.** Moved: Mr. Gerl, Seconded: Mr. Fiduccia and Mr. Hoffman.  
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling  
Administrative Assistant

**2020 Fiscal Year**

Finance: July 16, 2020

Lay Over: July 23, 2020

Sponsored by:

**Final Vote: August 13, 2020**

Jaime Salgado, Finance Committee Chairman

**2020 CO**

**TO:** THE HONORABLE BOARD MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2020 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2020 at its September 26, 2019 meeting; and,

**WHEREAS**, 55ILCS 5/6-1003(2014), states, "After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting."

**NOW, THEREFORE, BE IT ORDAINED**, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

**2020-021 Amendment**

**Reason:** To hire contact tracers as part of a CARES Act grant.

**Alternative:** None

**Impact to fiscal year 2020 budget:** \$0.00

**Revenue Source:** Federal pass thru FEMA, CARES Act Administered by the Illinois Dept of Public Health

<u>Acct Description</u>	<u>Org</u>	<u>Obj</u>	<u>Prj</u>	<u>Debit (Credit)</u>
<b>Expense:</b>				
Regular Salaries	60100	41110	60404	227,651
Life Insurance	60100	41221	60404	0
IMRF	60100	41231	60404	16,801
FICA	60100	41241	60404	17,415
Health Insurance	60100	48211	60404	0
Travel	60100	43310	60404	4,312
Building Rent & Maintenance	60100	43710	60404	6,707
Building Rent	60100	43810	60404	15,100
Parking	60100	43812	60404	2,856
Training & Education	60100	43943	60404	2,500
Supplies - Laptops	60100	42110	60404	149,712
Furniture	60100	46500	60404	112,200
Equipment	60100	46586	60404	53,778
<b>Revenue:</b>				
State Operating Grants	60100	32120	60404	(609,032)

**Total Adj 0**

**(AGREE)**

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(DISAGREE)**

\_\_\_\_\_  
JAIME SALGADO,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO,  
FINANCE CHAIRMAN

\_\_\_\_\_  
DAVID FIDUCCIA

\_\_\_\_\_  
DAVID FIDUCCIA

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

\_\_\_\_\_  
BURT GERL

\_\_\_\_\_  
BURT GERL

\_\_\_\_\_  
STEVE SCHULTZ

\_\_\_\_\_  
STEVE SCHULTZ

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
JOHN BUTITTA

\_\_\_\_\_  
JOHN BUTITTA

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2020.

ATTESTED BY:


\_\_\_\_\_  
FRANK HANEY  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
LORI GUMMOW  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

2020  
**WINNEBAGO COUNTY**  
 FINANCE COMMITTEE  
 REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		7/1/2020		AMENDMENT NO: 2020-021			
DEPARTMENT:		Health Department		SUBMITTED BY: James Keeler			
FUND#:		301		DEPT. BUDGET NO.		60100	
Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>							
60100/60404	41110	Regular Salaries	\$0	\$0	\$0	\$227,651	\$227,651
60100/60404	41221	Life Insurance	\$0	\$0	\$0	\$0	\$0
60100/60404	41231	IMRF	\$0	\$0	\$0	\$16,801	\$16,801
60100/60404	41241	FICA	\$0	\$0	\$0	\$17,415	\$17,415
60100/60404	48211	Health Insurance	\$0	\$0	\$0	\$0	\$0
60100/60404	43310	Travel	\$0	\$0	\$0	\$4,312	\$4,312
60100/60404	43710	Building R & M	\$0	\$0	\$0	\$6,707	\$6,707
60100/60404	43810	Building Rent	\$0	\$0	\$0	\$15,100	\$15,100
60100/60404	43812	Parking	\$0	\$0	\$0	\$2,856	\$2,856
60100/60404	43943	Training & Education	\$0	\$0	\$0	\$2,500	\$2,500
60100/60404	42110	Supplies - Laptops	\$0	\$0	\$0	\$149,712	\$149,712
60100/60404	46500	Furniture	\$0	\$0	\$0	\$112,200	\$112,200
60100/60404	46586	Equipment	\$0	\$0	\$0	\$53,778	\$53,778
<b>Revenue</b>							
60100/60404	32120	State Operating Grants	\$0	\$0	\$0	\$609,032	\$609,032
<b>TOTAL ADJUSTMENT:</b>						\$0	\$0
Reason budget amendment is required:							
<p>Thru FEMA Disaser Relief Act and the Coronavirus Aid, Relief, and Economic security Act (CARES), local health departments have been awarded grant funds to provide Contact Tracing within 24 hours if confirmation of positive COVID-19 tests. This requires us to hire a Contact Tracing team complete with IT capabilities, office space, additional IT infrastructure, and appropriate training, supervision, clerical supportm wages and benefits for the selected team.</p>							
Potential alternatives to budget amendment:							
None							
Impact to fiscal year 2020 budget:							
\$0							
Revenue Source:							
Federal Pass thru FEMA, CARES Act administered by the Illinois Department of Public Health (IDHP)							




IDPH GRANTS
ILLINOIS.gov

---

Project 
Timeout : 60 mins
Date : Jul-10-20

Agency

Program

Stage-APC/P **2. Project Information**

**X Close**

Show Documents

Show Instructions

- Applicant Information
  - Applicant
  - Project
  - Key Grant Contact Information
- Applicant Grant History
- Scope of Work
- Program Work Plan
- Grant Budget
- Indirect Cost Information
- Miscellaneous
- Risk Assessment
- Applicant Certification

**a. Project Name**

**b. Is Implementing Agency Same**  Yes  No

**c. If Not, Implementing Agency Name**

**d. Project Start Date**  **End Date**

**e. Amount of Funds Allocated**  **Project Cost**

**f. Brief Project Description**

The sole purpose of this grant is to fund the Grantee's performance of the services described herein during the Term of this Agreement. Funds may only be used by Local Health Departments for activities associated with the COVID-19 pandemic contact tracing.

**g. What is your organization's annual operating budget?**

**h. Will subcontractors be used under this grant application?**

Subcontractors  Sub-grantee  Both  No

If you are using sub-grantees, please complete the below table

<  >

User Name: jkeeler [ Jim ] , Agency: Winnebago County Health Department

[Illinois.gov Home](#) | [EGrAMS Home](#) | [EGrAMS Menu](#) | [Contact EGrAMS Helpdesk](#) | [Contact Information](#) | [State Web Sites](#)  
[Track Vendor Payments](#) | [Site Map](#) | [Privacy Policy](#) | [Accessibility Policy](#) | [Security Policy](#)  
 Copyright © 2004-2013 HTC Global Service



**Non-Competitive Grant Funding Information**

	<b>Data Field</b>	
1.	<b>Awarding Agency Name:</b>	Illinois Department of Public Health
2.	<b>Agency Contact:</b>	Name: Scott Henkel Phone: (217) 785-2075 Email: scott.henkel@illinois.gov
3.	<b>Announcement Type:</b>	X Initial announcement Renewal of Competitive Award Modification of a previous announcement
4.	<b>Type of Assistance Instrument:</b>	Grant
5.	<b>Agency Opportunity Number:</b>	N/A
6.	<b>Funding Opportunity Title:</b>	COVID-19 Contact Tracing Grant
7.	<b>CSFA Number:</b>	482-00-2426
8.	<b>CSFA Popular Name:</b>	COVID-19 Contact Tracing - 2020
9.	<b>CFDA Number(s):</b>	
10.	<b>Number of Anticipated Awards:</b>	97
11.	<b>Estimated Total Funding Available:</b>	\$253,465,920.00
12.	<b>Single Award Range:</b>	\$817,632 – 40,881,600
13.	<b>Funding Source:</b> Mark all that apply	X Federal or Federal pass-through State Private / other funding
14.	<b>Is Cost Sharing or Match Required?</b>	Yes X No
15.	<b>Indirect Costs Allowed?</b>  <b>Restrictions on Indirect Costs?</b>	X Yes No  Yes X No If yes, provide the citation governing the restriction:
16.	<b>Posted Date:</b>	05/20/2020
17.	<b>Application Date Range:</b> Leave the 'End Date' and 'End Time' empty if there is no deadline.	Start Date: 05/20/2020 End Date: 06/05/2020 End Time: 11:59 pm
18.	<b>Technical Assistance Session:</b>	Session Offered: X Yes No  Session Mandatory: Yes X No  Date and time: 05/22/2020 at 9:00AM Conference Info/Registration Link: Will email link/info to all local health departments.

## Supplemental Information

### A. Program Description

The COVID-19 Contact Tracing Grant will be a one-year grant agreement (June 1, 2020 – May 31, 2021) to support local health departments in conducting contact tracing programs. Contact tracing is a critical component of the COVID-19 pandemic response and a key strategy to preventing further spread of COVID-19. Contact tracing links to epidemiological case investigation, identifying, assessing and managing persons exposed to a positive COVID-19 case and connecting persons to resources to assist them during quarantine. To ensure contact tracing is a successful disease control measure, it is important local health departments have the capacity to appropriately implement program activities locally.

The COVID-19 Contact Tracing Grant provides funding to augment ongoing contact tracing programs. The funding will support building capacity (competency, training, human resources for key roles identified, literacy and interpretation services), responding to outbreaks in congregate settings, facilities and community and performing necessary interventions (case investigation and contact tracing), collaborating and providing for resource coordination (food, housing, alternative housing, medicine, social services, etc.), having surge support for call centers and follow-up, promoting testing in vulnerable and health disparity populations, ensuring health equity and addressing community and regional network for successful sustainability of the local contact tracing program.

### B. Funding Information

This award is utilizing  federal/federal pass-through,  state and/or  private funds.

The funding will be a combination of the FEMA Disaster Relief Act and the Coronavirus Aid, Relief, and Economic Security (CARES) Act deposited in the federal appropriation fund (063-48250-1900-00-00).

### C. Eligibility Information

Regardless of the source of funding (federal pass-through or State), all grantees are required to register with the State of Illinois through the Grant Accountability and Transparency Act (GATA) website, [www.grants.illinois.gov](http://www.grants.illinois.gov), complete a prequalification process, and be determined "qualified" as described in Section 7000.70.

Registration and prequalification is required before an organization can apply for an award.

The entity is "qualified" to be an awardee if it:

- 1) has an active DUNS number;
- 2) has an active SAM.gov account;
- 3) has an acceptable fiscal condition;
- 4) is in good standing with the Illinois Secretary of State, if the Illinois Secretary of State requires the entity's organization type to be registered. Governmental entities, school districts and select religious organizations are not required to be registered with the Illinois Secretary of State. Refer to the Illinois Secretary of State Business Services website: [http://www.cyberdriveillinois.com/departments/business\\_services/home.html](http://www.cyberdriveillinois.com/departments/business_services/home.html);
- 5) is not on the Illinois Stop Payment List;
- 6) is not on the SAM.gov Exclusion List;
- 7) is not on the Sanctioned Party List maintained by HFS.

#### 1. Eligible Applicants

Certified Local Health Departments (Certified Local Health Department Code Part 600)

**2. Cost Sharing or Matching**

Cost sharing or matching is not required; however, applicants may voluntarily list in-kind amounts in the grant budget.

**3. Indirect Cost Rate**

Indirect costs are allowed. As with the Local Health Protection Grants (LHPG), the COVID-19 Contact Tracing Grants are intended to support local health departments' efforts to conduct contact tracing and supplement other available funding.

Annually, each organization receiving an award from a State grantmaking agency is required to enter the centralized Indirect Cost Rate System and make one of the following elections for indirect costs to State and federal pass-through grants:

- A) Federal Negotiated Indirect Cost Rate Agreement (NICRA);
- B) Election of the de minimis rate of 10% of MTDC;
- C) Election not to charge indirect costs; or
- D) Negotiate an indirect cost rate with the State of Illinois.

The awardee shall make one election or negotiate a rate that all State agencies must accept unless there are federal or State program limitations, caps or supplanting issues.

**4. Other, if applicable**

N/A

**D. Application and Submission Information**

**1. Address to Request Application Package**

Applications must be submitted via the Illinois Department of Public Health's Electronic Grants Administration and Management System (EGrAMS), accessible at [idphgrants.com](http://idphgrants.com).

Since high-speed internet access is not yet universally available for downloading documents or accessing the electronic application, and applicants may have additional accessibility requirements, applicants may request paper copies of materials by contacting:

Scott Henkel  
Assistant to the Deputy Director  
Office of Health Protection  
525 West Jefferson  
Springfield, IL 62761  
[Scott.henkel@illinois.gov](mailto:Scott.henkel@illinois.gov)

**2. Content and Form of Application Submission**

All grant applications must be submitted through EGrAMS ([idphgrants.com](http://idphgrants.com)). All sections of the application must be completed, and the application must be validated, certified and submitted through EGrAMS. Each certified local health department is eligible to apply for the COVID-19 Contact Tracing Grant. Grantees will receive a single grant agreement for the one-year term.

**3. *Dun and Bradstreet Universal Numbering System (DUNS) Number and System for Award Management (SAM)***

Each applicant (unless the applicant is an individual or Federal or State awarding agency that is exempt from those requirements under 2 CFR § 25.110(b) or (c), or has an exception approved by the Federal or State awarding agency under 2 CFR § 25.110(d)) is required to:

- i. Be registered in SAM before submitting its application. If you are not registered in SAM, this link provides a connection for SAM registration: <https://governmentcontractregistration.com/sam-registration.asp>;
- ii. Provide a valid DUNS number in its application; and
- iii. continue to maintain an active SAM registration with current information at all times during which it has an active Federal, Federal pass-through or State award or an application or plan under consideration by a Federal or State awarding agency.

The State awarding agency may not make a Federal pass-through or State award to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the State awarding agency is ready to make a Federal pass-through or State award, the State awarding agency may determine that the applicant is not qualified to receive a Federal pass-through or State award and use that determination as a basis for making a Federal pass-through or State award to another applicant.

**4. *Submission Dates and Times***

All grant applications must be submitted through EGrAMS by Friday, June 5, at 11:59 pm. All applications must be validated and free of errors. The applicant must promote the application to the Authorized Official Certification stage. The application must then complete all fields in the Certification section, save the application and submit it to IDPH for review. The applicant will receive an email generated by EGrAMS to indicate the application has been submitted and received.

**5. *Intergovernmental Review, if applicable***  
N/A

**6. *Funding Restrictions***

The COVID-19 Contact Tracing Grant is limited to surveillance, epidemiologic investigation (case and contact tracing) and resource coordination for COVID-19 pandemic response. These funds are intended to supplement other funding sources that support infectious disease activities in the local health jurisdiction. The funding may be used for any health protection program, activity, or service or for shared management or administrative support costs to support COVID-19 contact tracing efforts – all of which must be detailed in the line item budget.

**7. *Other Submission Requirement***  
N/A

## **E. Application Review Information**

### **1. Criteria**

The COVID-19 Contact Tracing Grants are non-competitive grants, and all eligible applicants will receive a grant award. There are no merit-based review criteria for evaluation of the applications, and all applications will be reviewed for completeness and accuracy. Applications with insufficient information required will be returned to the applicant for corrections and re-submission.

### **2. Review and Selection Process**

The COVID-19 Contact Tracing Grant is a non-competitive, formula-based grant program. All applicants that submitted completed applications by the deadline will receive a grant award. Applications will be reviewed by the OHPt Grant Unit and COVID-19 Contact Tracing Team. If criteria are met, the application will be considered successful.

### **3. Anticipated Announcement and State Award Dates, if applicable.**

IDPH expects to complete initial review of each COVID-19 Contact Tracing Grant application as soon as possible after receipt but no later than six weeks after receipt of application. Final approval of the grant applications in EGrAMS cannot be completed until all internal IDPH approvals have been obtained. Grant agreements under the COVID-19 Contact Tracing Grant will be effective June 1, 2020 regardless of the timing of the final EGrAMS approval.

**Anticipated Program Start Date**     **June 1, 2020**  
**Anticipated Program End Date**     **May 31, 2021**

## **F. Award Administration Information**

### **1. State Award Notices**

EGrAMS will generate a Notice of State Award upon successful application review.

Upon final approval by IDPH of the EGrAMS grant application, the applicant will be sent one grant agreement through EGrAMS. Each applicant will be required to print the grant agreement, sign it, and return (mail or email) to IDPH for execution. After execution, a copy of the executed grant agreement, along with a Grant Instructions and reporting requirements will be returned to the applicant via e-mail. A Notice of State Award (NOSA) shall be issued to the finalists who have successfully completed all grant award requirements and have been selected to receive grant funding.

The NOSA will specify the funding terms and specific conditions resulting from applicable pre-award risk assessments.

The Illinois Department of Public Health (IDPH) is exempt from utilizing the standard NOSA issued on the GATA Grantee Portal. Successful applicants will receive an email notification from EGrAMS and must review the funding terms and specific conditions in the grant agreement and accept utilizing an electronically signature. Both the electronic signature in EGrAMS and a physical signature on the grant agreement must be completed by an authorized representative of the grantee organization and submitted to IDPH.

A Notice of Denial shall be sent to the applicants not receiving awards via EGrAMS.

### **2. Administrative and National Policy Requirements**

Illinois Department of Public Health - Office of Performance Management

N/A

**3. Reporting**

The COVID-19 Contact Tracing Grant requires quarterly performance/progress reports and quarterly expenditure reports for each grant program. Quarterly expenditure reports for all grant programs will be entered in EGrAMS along with any applicable reimbursements. Quarterly progress reports will be entered and/or submitted outside of EGrAMS. Details regarding the reporting requirements and due dates for each grant program will be included in the grant instructions, which will be sent to each grantee along with the copy of the executive grant agreement. Per the terms of the grant agreement, failure to submit required financial and performance reports may cause a delay or suspension of funding.

**G. State Awarding Agency Contact(s)**

For questions relating to the COVID-19 Contact Tracing Grant application, please contact Scott Henkel, the Assistant to the Deputy Director for the IDPH Office of Health Protection. Scott may be reached at (217) 785-2075 or by email at [scott.henkel@illinois.gov](mailto:scott.henkel@illinois.gov)

**H. Other Information, if applicable**

N/A

**Mandatory Forms -- Required for All Agencies**

1. **Uniform State Grant Application – Available at [idphgrants.com](http://idphgrants.com) for eligible applicants**  
New to EGrAMS, click [HERE](#) to see how to Get Started
2. **Project Narrative (included in EGrAMS application)**
3. **Budget using the Uniform Budget Template (included in EGrAMS application)**
4. **Budget Narrative (included in EGrAMS application)**

Other program-specific mandatory forms:

N/A

Sponsored by:  
Jaime Salgado,  
Chairman of Finance Committee

RESOLUTION OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

2020 CR \_\_\_\_\_

SUBMITTED BY: FINANCE COMMITTEE

SPONSORED BY:

WHEREAS, on March 17, 2020, a majority of the voters of Winnebago County passed a proposition allowing the imposition of a Special Retailers' Occupation Tax for Mental Health of one-half percent, as permitted by Chapter 55, Act 5, Section 5-1006.5 of the Illinois Compiled Statutes;

WHEREAS, The County Board of Winnebago County has determined that the imposition of said Special Retailers' Occupation Tax for Mental Health is in the best interest of the citizens of Winnebago County, and enacted ordinances to impose said Special Retailers' Occupation Tax for Mental Health on April 9, 2020 and May 14, 2020;

WHEREAS, pursuant to said ordinances and statutes, said Special Retailers' Occupation Tax for Mental Health will be imposed beginning on July 1, 2020;

WHEREAS, on February 27, 2020, the County Board of Winnebago County established, by resolution, a Community Mental Health Board pursuant to the Illinois Community Mental Health Act, Chapter 405, Act 20 of the Illinois Compiled Statutes;

WHEREAS, pursuant to said statute and resolution, the Community Mental Health Board is comprised of Winnebago County residents with interest, training, and experience in mental health fields and/or fields that have significant interests in the improvement of mental health resources in Winnebago County;

WHEREAS, the revenue from the Special Retailers' Occupation Tax for Mental Health will not be received from the Illinois Department of Revenue until October 1, 2020;

WHEREAS, the Community Mental Health Board is seeking funding at this time to compensate the entities to complete a comprehensive scan of community needs and other preliminary research and investigation, so that it can have in place a budget that will allow services to begin when the revenue from the Special Retailers' Occupation Tax for Mental Health is received;

WHEREAS, the County Board of Winnebago County desires that the Community Mental Health Board have such funding in order to ensure that the mental health needs of Winnebago County are met and that revenue from the Special Retailers' Occupation Tax for Mental Health is appropriately used;



Sponsored by:

Jaime Salgado,

Chairman of Finance Committee

NOW, THEREFORE BE IT RESOLVED, in order to ensure that the Community Mental Health Board is able to complete the above-referenced tasks before October 1, 2020:

The County Board of Winnebago County instructs the Winnebago County Board Interim Administrator to enter into an agreement with the Community Mental Health Board, wherein the Community Mental Health Board is provided with \$45,000 from the Winnebago County Host Fee, without delay, and that the Winnebago County Host Fee will be replenished with \$45,000 from the revenue from the Special Retailers' Occupation Tax for Mental Health when said revenue is received on or about October 1, 2020.

BE IT FURTHER RESOLVED, that this Resolution shall be effective upon its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver a certified copy of this Resolution to the Winnebago County Interim Administrator, and to the President of the Winnebago County Community Mental Health Board.

The above and foregoing Resolution was adopted by the County Board for the County of Winnebago, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Frank Haney, Chairman of the County  
Board of the County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Lori Gummow, Clerk of the  
County Board of the County of  
Winnebago, Illinois

Sponsored by:

Jaime Salgado,

Chairman of Finance Committee

TO: THE HONORABLE MEMBERS OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Finance Committee presents the following Resolution in regard to the Community Mental Health Board and the Special Retailers' Occupation Tax for Mental Health, and recommends its adoption.

Respectfully submitted,  
Finance Committee

Respectfully submitted,  
Finance Committee

\_\_\_\_\_  
Jaime Salgado, Chairperson

\_\_\_\_\_  
Jaime Salgado, Chairperson

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Bert Gerl

\_\_\_\_\_  
Bert Gerl

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Dave Fiduccia

\_\_\_\_\_  
Dave Fiducia

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
John Butitta

**(TO ADOPT)**

**(NOT TO ADOPT)**

Dated this \_\_\_ day of \_\_\_\_\_, 2020.

# Winnebago County Mental Health Board

(Anticipated)

## Revenue

Winn. County Board Advance	45,000.00
Total Revenue	45,000.00

## Expenditures

Region 1 Planning Council (see attached Service Agreement)	
Admin/Tech Support	15,000
Website/Environmental Scan Release	15,000
RFP Development/Release	15,000
	45,000.00

**Net Income** 0

**RESOLUTION**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Finance Committee

2020 CR \_\_\_\_\_

---

**RESOLUTION EXTENDING EMPLOYEE LEASING AGREEMENT  
WITH GOVTEMPSUSA, LLC FOR INTERIM COUNTY  
ADMINISTRATOR UP TO OCTOBER 2, 2020**

---

**WHEREAS**, on June 4, 2020, the County of Winnebago entered into an Employee Leasing Agreement with GovTempsUSA, LLC to provide the services of an Interim County Administrator from June 6, 2020 through August 7, 2020; and

**WHEREAS**, the Employee Leasing Agreement with GovTempsUSA, LLC provided for the extension of the term of the Agreement for two additional months, through October 2, 2020, by mutual agreement of the County and GovTempsUSA, LLC; and

**WHEREAS**, the County has determined that it wishes to extend the Employee Leasing Agreement with GovTempsUSA, LLC under the terms of the Employee Leasing Agreement; and

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that it authorizes the Chairman of the Winnebago County Board to execute all documents necessary to extend the Employee Leasing Agreement with GovTempsUSA, LLC for Interim County Administrator up to October 2, 2020.

**BE IT FURTHER RESOLVED**, that this Resolution shall be effective immediately upon its adoption.

**Respectfully submitted,  
FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

---

Jaime Salgado, Chairman

---

Jaime Salgado, Chairman

\_\_\_\_\_  
Dave Fiduccia

\_\_\_\_\_  
Dave Fiduccia

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
John Butitta

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois on the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Lori Gummow, Clerk of the  
County Board of the  
County of Winnebago, Illinois

**RESOLUTION  
of the  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

**2020 CR**

**Submitted by: Finance Committee**

---

**RESOLUTION AUTHORIZING AN INCREASE IN THE SALARY OF THE  
WINNEBAGO COUNTY PUBLIC DEFENDER**

---

**WHEREAS**, the County of Winnebago, Illinois, is responsible for the salary of the Winnebago County Public Defender; and

**WHEREAS**, the salary of a county public defender is established by 55 ILCS 5/3-4007 at 90% of the compensation of the state's attorney of the county, 66 2/3 % of which is to be reimbursed by the State; and

**WHEREAS**, the General Assembly has recently increased the salary of the Winnebago County State's Attorney necessitating an adjustment in the salary of the Winnebago County Public Defender.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago that the salary of the Winnebago County Public Defender shall be adjusted to be 90% of the current salary of the Winnebago County State's Attorney retroactive to the date the change in the State's Attorney's salary became effective.

**BE IT FURTHER RESOLVED** that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED** that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Chief Judge of the 17<sup>th</sup> Judicial Circuit, the Winnebago County Public Defender and the Winnebago County Finance Department.

Respectfully Submitted,  
FINANCE COMMITTEE

**AGREE**

\_\_\_\_\_  
Jaime Salgado, Chairman

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Dave Fiduccia

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
John Butitta

**DISAGREE**

\_\_\_\_\_  
Jaime Salgado, Chairman

\_\_\_\_\_  
Steve Schultz

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Dave Fiduccia

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
John Butitta

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
FRANK HANEY, Chairman of the  
County Board of the County of  
Winnebago, Illinois

ATTEST

\_\_\_\_\_  
Lori Gummow, Clerk of the  
County Board of the  
County of Winnebago, Illinois