

DeKalb County Government  
Sycamore, Illinois

**DEKALB COUNTY BOARD**  
**HEALTH & HUMAN SERVICES COMMITTEE**  
**Executive Session Minutes**  
**March 6, 2017**

The DeKalb County Health & Human Services Committee of DeKalb County, Illinois held an Executive Session on March 6, 2017, in the Administration Building's Conference Room East, 110 E. Sycamore Street, Sycamore, Illinois. The session was called by a majority roll call vote of the Health & Human Services Committee at their regular meeting of the same day.

The session started at 7:35 p.m. Those Members in attendance were Mrs. Laurie Emmer, Ms. Maureen Little, Mr. Steve Reid, and Mr. Jeff Whelan.

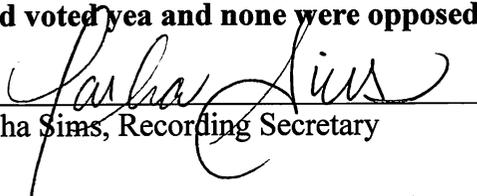
Also present was County Administrator Gary Hanson, County Board Chairman Mark Pietrowski.

**PERSONNEL AS PROVIDED FOR IN 5 ILCS 120/2(C)(1)**

Mr. Hanson shared that the Director of DeKalb County's Community Action Department, Donna Moulton, terminated her full-time employment with DeKalb County Government on Friday, March 10, 2017 to accept employment in Phoenix, Arizona. Ms. Moulton has also served in the role as the County's Program Compliance Over-sight Monitor (PCOM) officer to fulfill the County's responsibilities concerning the 5311 grant for transportation services provided through the Voluntary Action Center. The HHS Committee will need to immediately begin recruiting candidates to fill the position of Community Action Director but recognizes that the process will take three to four months to complete. In the interim, arrangements be put in place to manage the Community Action Department, as well as the PCOM responsibilities, during the transition period until a new Director is hired, and

Mr. Hanson requested of the Committee to (1) enter into an agreement with Donna Moulton, effective March 11, 2017 through July 15, 2017, to serve as advisor to the Community Action Department for up to 25 hours per week at \$30.48 per hour, plus \$3,000 as recognition of fore-going family health insurance during 2017 if she satisfies the advisory requirements through to the end; (2) to set office transition expectations and over-sight for the Community Services Block Grant Coordinator, Jess Collins, to perform in addition to his regular responsibilities during the transition period until a new Director is hired with a stipend of \$200 per week; and (3) to re-assign the transportation over-sight responsibilities (PCOM) as needed and manage those over-sight administrative monies in a manner which assures that the County will be in compliance with program responsibilities, with the majority of the over-sight expected to rest with the Finance Office during this interim period until a plan is developed as to where these transportation over-sight responsibilities should rest on a permanent basis.

**No Action was taken. It was moved by Mrs. Emmer and seconded by Mr. Reid to return to open session. A roll call vote was held. Four Membered voted yea and none were opposed. Motion carried.**

  
Tasha Sims, Recording Secretary

Approved: 6/19/2019

Released: 6/20/2019