

CSBG Advisory Council
Minutes of Meeting
October 17, 2016

Members Present: Ben McCall, Larry Bloemker, Debby Edelman, Larry Wise, Alan Winslow, Margarett Trushel, Randall Viessman, Scott Rose, Maura Wuellner, Jennifer Roth.

Members Absent: Amy Meyer, Anne Tyree, Chad Rollins, Bessie Palmer-Harris and Kym Brown.

Staff Present: Amy Lyerla

Vice Chairman Larry Bloemker called the meeting to order at 3:30 pm and made roll call.

Since our last Advisory Council meeting, board member Polly Curtin resigned to take a job elsewhere. Since Polly represented Riverbend Head Start and Family Services, I contacted them for a replacement and they selected Ms. Kym Brown. The nominating committee selected the recommendation and asked board members to vote to accept Kym Brown as new board member. Email voting was documented and vote was to accept by advisory council.

Vice Chairman Bloemker asked members to review the minutes from the previous meeting (page 2-3) from June 20, 2016 and write up from August 17, 2016 (page 4) from the Scholarship Reception & Awards Presentation and place them on file at MCCD. Mr. Wise made motion to approve the minutes with a second from Mr. Rose. The motion was approved.

No public comments were made.

Ms. Lyerla reported that the 2015 CSBG program is completed. All funding and reporting has been completed.

Ms. Lyerla reported on the demographic characteristics of people served report (page 5) so far 1,478 unduplicated persons have been served year to date with another 722 served with whom no characteristics were obtained, meaning these clients are from sign-in sheets from food pantries as well as phone call requesting outreach and referrals.

Ms. Lyerla reported on the CSBG activities (page 6) as of October 17, 2016 for the 2016 CSBG program year showing that most of the work programs are providing services now as compared with the last report where little progress had been made. These numbers will pick up during fourth quarter as food assistance will be increased by MCCD helping food pantries with Thanksgiving and Christmas baskets as well as the cold weather setting in.

Discussion surrounded the Family Self-Sufficiency program which is coordinated by the Madison County Housing Authority to provide intense case management and goal setting related to education, job training, money management, childcare and transportation to maintain stability for clients enrolled in the five year program. If client had been paying rent into an escrow

account during that time, the Madison County Housing Authority will in turn present check to client to use as down payment on purchase of home, pay off debts or finance college education.

Reviewing the financial statement (page 7) indicates budget showing so far in 2016 - MCCD has spent \$244,966.86 (41%) of the 2016 allocation of \$598,630.00. The individual program categories spent for Program Support is at 34% expended, Direct Client assistance is at 46%, Administration at 37%, and Category D – Skills Training is at 44% expended. The 2016 CSBG funding year is from January 1, 2016 to March 31, 2017 however MCCD may extend the program year to June 30, 2017.

MCCD submitted the 2016 CSBG Modification #1 last month for an increase in funding in the amount of \$36,049, which was put directly into program support. Advisory Council voted to approve and submit the modification however MCCD has not received final notification of approval from the State.

Discussion arose around continued funding for CSBG as when we last met as of July 1, 2016 MCCD was shutting down its Community Services Block Grant, Low-Income Home & Energy Assistance Program and Weatherization Program services and financial support until further notice as a result of the inability of the governor and members of the Illinois Legislature to reach an agreement on the 2017 fiscal year budget. As of July 15, 2016, MCCD was back in full operation as the State added a line item to budget including our federal funding.

Ms. Lyerla explained that the 2017 Community Action Plan (CAP), Strategic Plan and CSBG Grant Application had been voted on and approved by advisory board and then submitted by their deadlines. A link to the county website was provided by email for members to review or print out the CAP and Strategic Plan for themselves.

Ms. Lyerla reviewed the Organizational Standards. All board members should have reviewed Category 6 – Strategic Planning, a link was sent through email providing the website and access to the CSBG Organization Standards for this training. Key points for this standard refer to a Vision and Direction of the agency and board:

- 1) The Department has a Strategic Plan, or comparable planning document, place that has been reviewed and accepted by the tripartite board/advisory body within the past 5 years.
- 2) The Strategic Plan addresses reduction of poverty, revitalization of low-income communities, and/or empowerment of people with low-incomes to become more self-sufficient.
- 3) The approved Strategic Plan contains Family, Agency and/or Community goals.
- 4) Customer Satisfaction data and customer input, collected as part of the Community Assessment, is included in the Strategic Planning process.
- 5) The tripartite board/advisory board has received an updated on meeting the goals of the Strategic Plan within the past 12 months. (MCCD just completed our first strategic plan so no reporting as of yet).

Board Member Rev. Larry Wise has submitted his resignation effective January 1, 2017. As a result, Mr. Wise has selected a replacement Mr. Steve Williams from Highland who is employed

by The Killian Corporation. Attached is his resume. It was decided that Ms. Williams resume would be sent out and a vote would be taken to accept him as new board member.

There being no further business Mr. Viessman made a motion to adjourn, second by Ms. Wuellner.

The CSBG Advisory Council meeting was adjourned. The next Advisory Council board meeting will be Monday, December 19, 2016.