

Grants Committee Meeting

February 11, 2015

MINUTES

Members Present:

Rick Vernier, Vice Chairman
June Chartrand
Oliver Hamilton, Sr.
Roy Mosely, Jr.
Kenneth Sharkey
John West

Members Excused:

Joseph Kassly, Jr., Chairman

Staff Present:

Terry W. Beach, Executive Director
Christina Anderson, CDBG Program Coordinator
Connie DeRousse, Fiscal Manager
Latosha Johnson, HRC Program Coordinator
Mary Pulliam, LIHEAP Program Coordinator
Rick Stubblefield, Governance & Program Coordinator
Cassandra Williams, CSBG Program Coordinator
Jennifer Little, Administrative Assistant
Debra H. Moore, Ph. D., St. Clair County Director of Administration

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In the absence of Chairman Kassly, Vice Chairman Vernier called the meeting to order at 5:31 p.m. in the IGD Administrative Conference Room.

Vice Chairman Vernier asked if there were comments from the public on the agenda. There was no public comment.

Upon a motion by Mr. Sharkey and a second by Mr. West the minutes from the January 14, 2015 Grants Committee meeting were approved unanimously.

Upon a motion by Mr. West and a second by Mr. Hamilton the letter from the Grants Committee Chairman to the County Board Chairman transmitting the payroll and expense claims for the month of January, 2015 was approved unanimously.

Upon a motion by Mr. Sharkey and a second by Mr. Hamilton the Check Register Summaries for the pay periods in the month of January, 2015 were approved unanimously to be placed on file.

There were no questions concerning the Community Services Group report being placed on file.

There were no questions concerning the Community Development Group report being placed on file.

There were no questions concerning the Workforce Development Group report being placed on file.

Upon a motion by Mr. West and a second by Mrs. Chartrand, the Community Services, Community Development and Workforce Development Group reports were approved unanimously to be placed on file.

Resolutions

Old Business

New Business

- A. Terry Beach introduced the Applicant Disclosure Form. Mrs. Chartrand offered a motion to approve and Mr. Sharkey seconded the motion.

Mr. Beach stated an applicant with a relationship to an employee has applied for services. He reviewed the disclosure form and it has received his approval.

Vice Chairman Vernier called for a vote to approve; the motion was approved unanimously.

- B. Terry Beach announced the start of the Moderate Rehab Program. Mr. Mosley offered a motion to approve and Mr. Sharkey seconded the motion.

Mr. Beach distributed Rehab Program flyers and stated members should have received a flyer in the mail. He stated the flyer will also be posted on the new IGD Facebook page. Mr. Beach asked Christina Anderson to speak about the start of the Moderate Rehab Program. Ms. Anderson explained advertisements will run in the Belleville News Democrat and the East St. Louis Monitor on February 19th and 26th. IGD will take phone calls March 2nd through March 6th for pre-applications. Staff will take names and addresses of callers and mail pre-applications; pre-applications will be due back to IGD no later than March 18th. Ms. Anderson stated the lottery drawing for St. Clair County including East St. Louis will be held at IGD on March 24th. She added cover letters and flyers were mailed to all County Board members as well as numerous non-profit organizations and churches. Ms. Anderson informed members the information will be up on the County website the same day it runs in the newspaper; it will also be on the IGD Facebook page.

Vice Chairman Vernier called for a vote to approve; the motion was approved unanimously.

- C. Terry Beach introduced a letter recognizing the Tourism Bureau of Southwestern Illinois. Mr. West offered a motion to approve and Mr. Sharkey seconded the motion.

Mr. Beach stated every year IGD endorses the local Southwestern Illinois Tourism Bureau, now known as Tourism Bureau Illinois South, as the County's voice for tourism; he asked it be approved again this year.

Vice Chairman Vernier called for a vote to approve; the motion was approved unanimously.

Other Comments

- A. Terry Beach distributed a survey to members and explained it is being used for citizen participation for Community Development as part of the new round of applications; the survey is also on the County website and new Facebook page.
- B. Terry Beach informed members the IGD Facebook page is facebook.com/stclaircountyigd, or if already on Facebook it can be found by searching St. Clair County Intergovernmental Grants Department. Mr. Beach explained IGD is going to populate the Facebook page with news from all program groups as well as national and regional news related to what IGD does. IGD will use Facebook to promote our agencies and activities, especially during peak times to encourage applications and requests for services, and to encourage service groups to request speakers regarding our programs and services that we provide to people in need and to communities. Mr. Beach stated the IGD page on the County website will be updated. Mr. Mosley stated social media is a great medium IGD can use.

- C. Roy Mosley asked Christina Anderson if signage goes to Mike Mitchell for CDBG funded projects. Ms. Anderson stated yes and asked if Mr. Mosley needed more signs. She stated she has a few signs; the rest were given to Zoning. Mr. Mosley stated work is being completed on 20th Street and questions have been raised as to who is paying for the project. Ms. Anderson responded she will get signs to the engineer. Mr. Mosley stated he didn't mind taking them as he wants to make sure they get there. Mrs. Chartrand asked if they were referring to Mike Mitchell from Zoning. Mr. Beach responded yes, and explained he is not interacting with our department as far as grants for infrastructure.
- D. Terry Beach thanked Debra Moore for her help in his transition to IGD Executive Director. He added between Dr. Moore and existing coordinators things are going well. He also offered his thanks for her service at the Intergovernmental Grants Department and stated she will make a fine County Administrator. Dr. Moore responded by stating Mr. Beach will be a fine IGD Director and added it has been a pleasure working with everyone. She stated she will continue to interact at some level and looks forward to the good things that will continue to come from this department. Vice Chairman Vernier, along with committee members, thanked Dr. Moore and expressed their welcome to Mr. Beach.

Adjournment

Vice Chairman Vernier entertained a motion to adjourn. On a motion by Mr. Sharkey and a second by Mr. West, Vice Chairman Vernier adjourned the meeting at 5:40 p.m.