

Grants Committee Meeting

February 8, 2017

MINUTES

Members Present:

Rick Vernier, Vice Chairman
June Chartrand
Willie Dancy
Susan Gruberman
Roy Mosley, Jr.
John West

Members Excused:

Joseph Kassly, Jr., Chairman

Staff Present:

Terry W. Beach, Executive Director
Connie DeRousse, Fiscal Manager
Jennifer Little, Administrative Assistant

Others Present:

Fred Boch, St. Clair County Board Member

In Chairman Kassly's absence, Vice Chairman Vernier called the meeting to order at 5:33 p.m. in the IGD Administrative Conference Room.

Attendees rose and recited the Pledge of Allegiance.

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

A moment of silence was held in honor of County Board Member Dixie Seibert who recently passed away.

Terry Beach led introductions of new committee members to County Board members and IGD staff in attendance.

Upon a motion by Mr. West, and a second by Mr. Mosley the minutes from the January 11, 2017 Grants Committee meeting were approved unanimously.

Upon a motion by Mrs. Chartrand, and a second by Mr. West, the letter from the Grants Committee Chairman to the County Board Chairman transmitting the payroll and expense claims for the month of January, 2017 was approved unanimously.

Upon a motion by Mr. Mosley, and a second by Mrs. Chartrand, the Check Register Summaries for the pay periods in the month of January, 2017 were approved unanimously and placed on file. IGD financial statements were present for review.

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

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

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

Terry Beach explained to new members they would be voting on group reports that define the specific activities completed in the prior thirty days. He also distributed packets to each new member containing information regarding the Intergovernmental Grants Department as well as the Economic Development Department.

Upon a motion by Mr. Mosley and a second by Mrs. Gruberman, the Community Services, Community Development, and Workforce Development Group reports were approved unanimously and placed on file.

Resolutions

- A. Mr. Beach introduced a resolution proclaiming April 17th through April 22nd, 2017 as "St. Clair County Community Development Week". The resolution is presented annually at the request of the Department of Housing and Urban Development. He added other counties and cities throughout the country proclaim Community Development Week as well. Mr. Mosley asked if the proclamation is made the same week. Mr. Beach responded yes. Mr. Dancy offered a motion to approve and Mr. Mosley seconded the motion.

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

- B. Mr. Beach presented a resolution proclaiming the month of April 2017 as "Fair Housing Month" in St. Clair County. He added this week is also proclaimed nationwide. Mr. West offered a motion to approve and Mrs. Chartrand seconded the motion.

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

Old Business

None

New Business

- A. Mr. Beach introduced Connie DeRousse, IGD's Fiscal Manager. Mrs. DeRousse informed new members under the Grants Accountability and Transparency Act, regulations require IGD financial statements be made available to the Grants Committee. The financial statements are contained in a binder that will be available for review at every Grants Committee meeting. She added the statements are updated on a monthly basis.

- B. Director's Report

- Terry Beach informed members IGD programs continue to be busy. Contracts have been signed for our Community Development Block Grant programs; projects including streets and arterial streets will begin this spring.
- He informed new members the Chairman requests an annual report of what has been completed over the past year. He explained he is the Executive Director of both the Intergovernmental Grants Department as well as Economic Development. He further explained IGD has 45 employees throughout six offices; three employees are located at 4500 West Main in Belleville who sit side by side with the Illinois Department of Employment Security staff to assist job seekers or those who have been laid off. IGD also manages a federal workforce job training program for five county areas; in addition to St. Clair County, IGD has an employee located in Clinton County, Washington County, Randolph County, and Monroe County.
- Mr. Beach also explained IGD manages the Community Development Block Grant for all of St. Clair County. He explained several years ago the Department of Housing and Urban Development took the program from East St. Louis and gave it to St. Clair County. The City of Belleville receives approximately \$600,000 in CDBG funds which they ask IGD to manage as well. IGD receives approximately \$3 million annually for the CDBG program; approximately \$1.7 million for East St. Louis and \$1.5 million for the County. He explained local cities determine their own projects while IGD manages them; they often choose street projects. East St. Louis is currently working on St. Louis Avenue from downtown East St. Louis to 29th Street. He also added we administer antipoverty programs for the homeless and near homeless; IGD serves people, communities, and employers.
- Mr. Beach pointed to the packets provided to new members and the annual reports for IGD and Economic Development; he noted packets also include information on each department's County webpage. Mr. Beach stated IGD receives a total of nearly \$16,000,000 annually.

Approximately 60% of IGD's funding comes through the state first; a portion also comes from HUD and does not involve the state. IGD programs and grants can work off of various fiscal years.

- Mr. Beach stated IGD was notified today the Homeless Program will receive an additional \$900,000 in funding. He explained IGD has three employees who serve homeless clients at IGD however a majority of funding is allocated to not-for-profits such as CDBG Operations, Christian Activity Center, Catholic Urban Programs, and Lessie Bates Neighborhood House. Most IGD programs can use up to 20% of funding for overhead; IGD is currently at 8.34%. Connie DeRousse added the 8% also includes direct salaries.
- Mr. Beach informed members IGD information and documents can be found on the Intergovernmental Grants Department page on the County website including the organizational chart.

Upon a motion by Mr. Mosley and a second by Mr. West, the Director's report was approved unanimously and placed on file.

Other Comments

None

Adjournment

Vice Chairman Vernier entertained a motion to adjourn. On a motion by Mr. Mosley, and a second by Mrs. Gruberman, Vice Chairman Vernier adjourned the meeting at 5:48 p.m.