

Grants Committee Meeting

March 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
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 5:30 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.

Upon a motion by Mr. West, and a second by Mr. Mosley the minutes from the February 8, 2017 Grants Committee meeting were approved unanimously.

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

Upon a motion by Mr. Mosley, and a second by Mrs. Gruberman, the Check Register Summaries for the pay periods in the month of February, 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.

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

Resolutions

None

Old Business

None

New Business

- A. Mr. Beach stated approximately 60% of our federal funding is passed first through the state; the state is responsible for supervising those funds. One requirement is to amend an IGD Affirmative Action Plan on an annual basis. The plan essentially states we meet all federal and state laws in regards to affirmative action and is currently in the process of being updated. Monitoring visits have confirmed we are properly adhering and complying with required policies and laws. When the plan is finalized, it will be posted on the County website. Mr. West offered a motion to approve the adoption of a revised IGD Affirmative Action Plan and Mr. Mosley seconded the motion.

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

- B. Mr. Beach introduced the IGD Whistleblower Policy. The policy protects employees, as well as Grants Committee members, against retribution if they report any wrong doing or discrimination. The Policy is a requirement as IGD receives federal funding. Mr. Mosley offered a motion to acknowledge the IGD Whistleblower Policy and Mrs. Chartrand seconded the motion.

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

C. Director's Report

- Terry Beach acknowledged the group reports contained in members' meeting packets adding IGD programs remain busy.
- The Illinois Department of Commerce and Economic Opportunity, DCEO, was at IGD last week to monitor WIOA, the five county program managed by IGD. Mr. Beach stated there were no findings. A traditional exit conference was not held however, there was no indication of a problem while monitors were here reviewing files and finance procedures. He added IGD's Financial Policies and Procedures Manual is available on the County website under the Intergovernmental Grants Department page.
- The Community Services Group is busy with LIHEAP; nearly 6,500 households have received assistance with energy bills. Ameren will be giving IGD an additional \$65,000-\$80,000 in funding for energy assistance. The program will be rolled out at an event to be held at the JJK Center in East St. Louis.
- The Community Service Block Grant has a surplus of funding and will begin to assist with water bills. Mr. Beach explained the program will assist with delinquent bills on a one-time basis. Water companies throughout the County will be contacted in regards to the available assistance. Jennifer Little added clients will be required to make a good faith payment of 30% of their total balance to be eligible to receive assistance. Mr. Beach added the Salvation Army also assists with water bills.
- Mr. Beach explained to members every three years a city or village can opt-in or opt-out of the IGD program to receive Community Development Block Grant funds. If a city chooses to opt-out, their population is not included in IGD's grant criteria which could lead to a reduction in grant funding. Most communities choose to stay. Letters from the County Board Chairman will be mailed later this week. Mr. Beach added the program has been around for forty two years.
- Public hearings for the Community Development program regarding the upcoming fiscal year began this week. Hearings were held at IGD and Caseyville on Tuesday, Wednesday morning a hearing will be held in Freeburg, and one at the Mary Brown Center in East St. Louis that evening. Available funds can also go to not-for-profits such as Lessie Bates, Mt. Sinai, and CDBG Operations. Those programs are monitored each year. Mr. Mosley asked if Diane Bonner's programs and numbers count. Mr. Beach responded IGD does not count her number of clients served for IGD programs; however, IGD has to ensure they meet the income criteria.
- Dennis Jackson was here by phone as well as his consultants; they are planning Phase 3 next year on Mt. Sinai. Plans include rental units along Cleveland; the old western auto tire store property has been donated and they want to turn it into a community center. IGD may be able

to assist however the City of East St. Louis would have to pass a resolution taking some of the city's HOME funds and allocating it for that project. Typically funds are used to rehabilitate up to twenty homes. To help subsidize the construction and community center, the City would have to use some of their rehab funding.

- Mr. Beach distributed an IGD organizational chart to members. He briefly discussed the different groups and positions.
- Mr. Dancy asked if assistance was available to help a senior citizen build a ramp to her home. Mr. Beach responded yes; Community Development has an emergency grant with funding available. Mr. Beach asked for contact information for the resident. Mr. Dancy will contact Jennifer Little or Mr. Beach with the information once he has it.

Upon a motion by Mr. West and a second by Mrs. Gruberman, 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 Mr. Dancy, Vice Chairman Vernier adjourned the meeting at 5:46 p.m.