

St. Clair County Community Action Agency

ADVISORY COUNCIL MEETING MINUTES

DATE: Friday, February 11, 2022

TIME: 12:00 P.M.

PLACE: Conference Call

BOARD MEMBERS: Janice Floyd, Dennis Korte, Barbara Cempura, Gerard Hasenstab, Dr. Sulbrena Day, Dorothy Meyer, Norman Geolat, Vanessa Chapman, Tracy Williams, Mercedes Collado, Toni Muhammad

EXCUSED ABSENCES: Margaret Simmons, Eugene Verdu, Mary Miller, Terry Beach

UNEXCUSED ABSENCES: None

ALTERNATES: None

STAFF: Ric Stubblefield, Jennifer Little, Jennifer Johnson, Nancy Wilson, Tracey Hall

QUORUM: Yes

PROCEDURAL ITEMS

Meeting called to order at 12:01 p.m. by Janice Floyd.

Rick Stubblefield took roll call.

Rick Stubblefield asked in the event there are items that require signature if passed: "Do we have your authorization to sign your name electronically on items that are approved?"

Response:

Janice Floyd – yes
Dennis Korte – yes
Barbara Cempura – yes
Gerard Hasenstab – yes
Dr. Sulbrena Day – yes
Dorothy Meyer – yes
Norman Geolat – yes
Vanessa Chapman – yes
Tracy Williams – yes
Mercedes Collado – yes
Toni Muhammad – yes

Ms. Floyd asked if there were comments from the public on the agenda. There were no public comments.

A motion was called to approve the CAA Advisory Council Meeting Minutes from December 10, 2021. A motion was made and seconded (Dorothy Meyer/Tracy Williams). Motion carried.

FISCAL REPORT

Jennifer Johnson presented the Fiscal Report. She noted she has been working on closing out 2021 CSBG funds; the final closeout was completed and submitted today.

There were no comments or questions.

DISCUSSION ITEMS

A. LIHEAP/PIPP REPORT

Tracey Hall presented the LIHEAP report. She noted funds remain for all programs; LIHEAP continues to be very busy. Ms. Hall stated the LIHWAP, Low Income Home Water Assistance Program, opened on January 1st. LIHWAP assists customers whose water services are disconnected, those with a pending disconnection, and those with arrearages of \$250 or more. She stated LIHWAP has the same guidelines as LIHEAP; both services can be requested on one application. LIHWAP will end on August 31, 2023 with no break in the water program; unlike LIHEAP, LIHWAP will continue through the summer months. Ms. Hall noted applicants continue to be enrolled in PIPP.

There were no comments or questions.

B. WEATHERIZATION REPORT

Lial Field was unable to attend due to a conflict. Nancy Wilson presented the Weatherization Report. She stated staff continue to complete assessments. Mrs. Wilson noted a new Energy Auditor has been hired and is attending training in Champaign this week.

There were no comments or questions.

C. CSBG REPORT

Nancy Wilson presented the CSBG report. Gerry Hasenstab asked if the IACAA BRP Rental Assistance Program is for landlords. Rick Stubblefield responded no, the program is funded through DHS and is specific to individuals who receive SNAP benefits. He stated Dewayne Hamiel focuses on processing BRP applications. Mr.

Stubblefield noted IGD received \$100,000 for the program; the maximum assistance is \$2,000 per household. He explained the program focuses on rental assistance due to the level of need in the county. Mr. Stubblefield noted the funding remains for three more applications which are currently in place however have not yet been funded.

Mr. Stubblefield stated landlords could directly apply for assistance through the IHDA Rental Payment Program; applications could be initiated by the landlord and IHDA would in turn reach out to the tenant. He noted St. Clair County landlords received more than \$12 million in assistance the first round, the 4th highest in the state. The second round of IHDA applications opened December 6th and closed January 9th; approximately 2,600 applications were submitted and are in the process of being matched between the tenant and the landlord. Those applications total nearly \$9 million in assistance requested. He noted not every application will be eligible. Mr. Stubblefield expressed he has worked closely with landlords and the Metro East Real Estate Investors Group to ensure they were aware of the program; a number of zoom meetings were held between IHDA and landlords. Mr. Stubblefield continues to address landlord concerns with IHDA.

Gerry Hasenstab referenced BRP in the financials and asked if IHDA is reflected. Mr. Stubblefield responded no; the IHDA program utilizes Treasury Department funds. He explained IGD had the choice to accept the funds directly or partner with IHDA; accepting the funds would have required IGD to set up entirely new infrastructure for a new grant and hire and train new staff in a very short amount of time. Mr. Stubblefield stated St. Clair County's allocation for the first round was \$7.7 million, 75% of which was required to be expended by the end of September 2021; any funds not expended would be recaptured and placed in a pool. As a result of partnering with IHDA, who had the existing staff and infrastructure already in place, St. Clair County saw \$12 million in assistance paid out to area landlords, exceeding the County's initial allocation by nearly \$5 million.

Gerry Hasenstab stated BRP reflects 44% of funds remain and questioned how only three applications are left. Mr. Stubblefield responded there is often a lag between application approval and actual payout. Jennifer Johnson added to date 41% of funds remain which is approximately 20 applications; 17 applications are pending.

There were no further comments or questions.

A motion was called to approve the reports as presented. A motion was made and seconded (Dennis Korte/Dorothy Meyer) Motion carried.

OLD BUSINESS

- A. Jennifer Little informed members the finalized CAA Self-Assessment Survey discussed at previous meetings has been mailed out. She reminded members survey responses will be anonymous and asked they be returned no later than March 21st.

There were no comments or questions.

NEW BUSINESS

None

EXECUTIVE DIRECTOR'S COMMENTS

Rick Stubblefield informed members Tracey Hall is now the CAA Program Coordinator overseeing the LIHEAP, LIHWAP, and CSBG programs. Lial Field is now focused on Weatherization. He noted the Weatherization and CSBG programs had been previously combined but do not serve the same customers. LIHEAP, LIHWAP, and CSBG have similar eligibility and documentation requirements and serve the same clients so it made more sense to combine and blend the three programs. A number of CS staff were previously cross trained in LIHEAP; they will be able to serve more individuals as they will be able to provide more services.

Mr. Stubblefield mentioned Weatherization Energy Auditor Josiah May resigned to take a position out of state. He reached out to two good candidates who had applied for the previous Energy Auditor vacancy that was filled by Michael Shoemaker; both reapplied. One candidate, Brandon Lybarger, who is a certified Illinois Housing Inspector, was selected to fill Community Development's Housing Inspector vacancy that opened abruptly as a result of Reggie Beard's retirement. The other candidate, Kyle Kukorola, was selected for the Weatherization Energy Auditor position. Mr. Stubblefield stated both are in Energy Auditor classes this week. Mr. Lybarger will be cross trained for both positions.

There were no comments or questions

ANNOUNCEMENTS

The next meeting is tentatively scheduled for Friday April 8, 2022 at 12:00 p.m.

ADJOURNMENT

Janice Floyd entertained a motion to adjourn. A motion was made and seconded (Barbara Cempura/Norman Geolat) for adjournment. Motion carried. The meeting was adjourned at 12:23 p.m.