

To Grants Committee Meeting

June 11, 2025

MINUTES

Members Present:

Steve Reeb, Chairman
Susan Gruberman, Asst. Chairman
Scott Greenwald
Courtney Moore

Members Excused:

Richie Meile
Ken Sharkey
Matt Smallheer

Staff Present:

Rick Stubblefield, Executive Director
Becky Rose, Executive Assistant

Others Present:

Bob Allen
Marty Crawford
Beverly Reeb

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Chairman Steve Reeb called the meeting to order at 5:30 p.m. in the St. Clair County Annex Conference Room, 2nd Floor.

Attendees rose and recited the Pledge of Allegiance.

Chairman Reeb took roll call.

Chairman Reeb asked if there were comments from the public on the agenda. Mr. Bob Allen wanted to give kudos to Jennifer Johnson for all her hard work on a grant for the Fire and Police Departments. There were no other public comments.

Upon a motion by Ms. Gruberman and a second by Mr. Greenwald, the minutes from the May 14, 2025 Grants Committee meeting were approved unanimously.

Upon a motion by Mr. Greenwald, and a second by Mr. Moore, the letter from the Grants Committee Chairman to the County Board Chairman transmitting the payroll and expense claims for the month of May, 2025 was approved unanimously.

Upon a motion by Ms. Gruberman, and a second by Mr. Moore, the Check Register Summaries for the pay periods in May, 2025 were approved unanimously and placed on file.

There were no questions concerning the Community Services Group and the reports were 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 Mr. Moore, and a second by Mr. Greenwald, 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. Director's Report

Mr. Rick Stubblefield stated that outreach letters were sent to residents in areas impacted by flooding in Belleville, Cahokia Heights, and East St. Louis. However, response rates have been low. If responses do not increase by the end of the month, expanding the rehabilitation area beyond the initial focus around infrastructure projects will be taken into consideration. He also stated that loan documents are ready to be signed in support of a 16-unit supportive housing development. Public Facility project applications have been scored, and notification letters will be distributed shortly. The Community Development Block Grant (CDBG) Five-Year Plan is currently in its public comment period and available for review on the County's website. Additionally, contracts related to the 2022 flood Disaster Recovery have been issued, totaling approximately \$27 million.

Mr. Stubblefield shared that the upcoming work in Weatherization will increasingly focus on multi-family housing units, particularly those serving low-income residents. These projects may include both privately owned and public housing properties, such as those managed by the St. Clair County Housing Authority. The program continues to experience some transitional challenges in adding new contractors. The Weather Works site is improving, though issues still remain. The State has extended grant agreements through September to give agencies additional time to meet performance goals. Program monitoring is scheduled to begin June 16th. Rick also announced the upcoming retirement of Weatherization Coordinator, Lial Field, at the end of the month. The department is actively recruiting two new energy auditors to support continued operations.

Mr. Stubblefield stated that the Low-Income Energy Assistance Program (LIHEAP) application volume has started to decline. Staff are now collaborating with applicants whose submissions were previously denied, to assist in gathering the required documentation and verifying eligibility. To date, LIHEAP has served 5,305 families, achieving a 92% benefit approval rate. The furnace program concluded on May 31, with 34 furnace replacements completed. Current funding levels are projected to sustain operations through the end of the program year in August.

Mr. Stubblefield stated that the Community Service Block Grant (CSBG) is currently taking applications for the Scholarship program, with a submission deadline of July 1st.

Mr. Stubblefield stated that Workforce Development has received funding for the upcoming program year, however, formal program reauthorization remains pending. Monitoring activities are scheduled to begin the week of June 23rd.

Mr. Stubblefield reported that the department's fiscal audit was successfully completed last Friday with no significant findings. The complete audit review will be issued at a later date. To mitigate issues with lost mail, the department has begun to issue vendor payments via ACH (Automated Clearing House) transfers.

Mr. Greenwald made a motion to approve the Director's report and Ms. Gruberman seconded the motion. The motion passed unanimously.

Other Comments

None.

Adjournment

Chairman Steve Reeb entertained a motion to adjourn. On a motion by Mr. Greenwald, and a second by Mr. Moore, motion passed, and Chairman Reeb adjourned the meeting at 5:51 p.m.