

Approved 9/28/11

**DeKalb County Community Services Department
CSBG Administrative Board
August 4, 2011**

Members Present: Jamie Smirz representing Mayor Kris Povlsen, Dawn Littlefield, Eric Johnson, Ken Mundy, Melissa Garman, Gary Chapman, and Micki Chulick. John Hulseberg was present via phone call to vote on minutes, agenda, and scholarship recipients.

Others Present: Donna Moulton, Jess Collins, and Dan Streed.

Call to Order: Dawn Littlefield, chair, began the meeting at 8:51 a.m.

Approval of Minutes and Agenda: Melissa Garman motioned to approve the CSBG Administrative Board meeting minutes from April 19, 2011 and the agenda, seconded by Eric Johnson. Motion approved.

Discussion of Monthly Clients Served Chart: The chart illustrates total families served by DeKalb County Community Services. There has been a decrease in families served in recent months. This is due to there being more focus on case management programs and follow-ups with families. Also, the high numbers in the last year were possible as a result of ARRA funding because we had more staff and more funding. That grant ended last fall.

CSBG 2011: All programs are on target and running smoothly. All Emergency Intervention client assistance funds have been expended. The focus now is on the two Case Management programs, Family Stability and Support, and Family Economic Development. DCCS is working on collaborations within the community such as DeKalb County Housing Authority to provide more case management services.

Update on Other Grants: Donna Moulton mentioned the HPRP is wrapping up, ending September 30. DCCS was just awarded \$9,500 in FEMA/EFSP funds. This is for direct client assistance with rent.

Recommendations from the Scholarship Committee: The Scholarship Committee recommendations were handed out to the Board. Donna gave an explanation of the committee's decision. There was \$3,000 awarded to eight individuals. The schools recipients are attending are: Illinois State University, Mac Murray College, Northern Illinois University, and Kishwaukee College. Micki Chulick made a motion to approve the Scholarship Committee's recommendations, seconded by Dawn Littlefield. Motion approved.

2012 Funding Outlook: Funding for CSBG is uncertain for FY 2012. It will be discussed after the Federal debt reduction deal. We may know something sometime this fall.

STARS System: The new STARS tracking system is up and running. It has yet to give reports other than client demographics, thus there not being a full 2nd quarter report to hand out. Jess handed out the 2nd quarter client demographics report. All numbers balance, however there is a glitch with the level of family income section. It shows three families are over-income which it shouldn't. The technicians are working on this.

Old Business: There was no old business to discuss.

New Business: Gary Chapman from Hope Haven gave an expansion update. The building should be finished mid October and be ready by November. There will be an open house in October.

Next Meeting Date-Set a Date in September: The next meeting date is scheduled for Wednesday, September 28, 2011 at 8:30 a.m. The Board will approve the Community Action Plan and 2012 work programs at this time.

Adjourn: Having no further business, a motion was made by Eric Johnson to adjourn the meeting, seconded by Micki Chulick. Motion approved. Meeting adjourned at 9:08 a.m.