

Approved May 13, 2009

**DeKalb County Community Services Department
CSBG Administrative Board
Minutes of Special Stimulus Meeting
April 8, 2009**

MEMBERS PRESENT: Dawn Littlefield, Marlene Allen, Ken Mundy, Robert Keil, John Hulseberg, Margaret Phillips, Randy Bourdages for Brett Brown, Micki Chulick, and Sue Guio for the Mayor of DeKalb.

OTHERS PRESENT: Mary Ramp, Jess Collins, and Terri Ward.

CALL TO ORDER: Robert Keil called the meeting to order at 9:39 a.m.

APPROVAL OF MINUTES: John Hulseberg made a motion to approve the minutes of February 11, 2009, seconded by Ken Mundy. Motion approved.

APPROVAL OF AGENDA: Robert Keil suggested we discuss the personnel item after approval of agenda. Dawn made a motion to approve the agenda as amended, seconded by Micki Chulick, motion approved. Introductions were made.

PERSONNEL: Mary announced Community Services has a position open for a bilingual (English-Spanish) case manager. Interviews are taking place the next few weeks and resumes are still being accepted. Mary explained the qualifications for this position. Mary also announced her resignation to the Board effective June 30, 2009. A question as to who would take over was asked. After discussion, Dawn Littlefield made a motion to recommend Jess Collins to the County Board for the Director position, seconded by Margaret Phillips, motion approved.

2009 CSBG BUDGET MODIFICATION: There is a six percent increase to the CSBG for fiscal year 2009. Community Services does not have the exact amount of the grant award at this time. Mary recommended we use the increased dollars to direct client assistance. A motion was made by Sue Guio to add the additional dollars to direct client assistance, seconded by Dawn Littlefield, motion approved.

2009-2010 FEDERAL STIMULUS FUNDS OF \$317,626: DeKalb County Community Services will receive CSBG stimulus funds of \$317,626. These funds must be expended by September 30, 2010. These funds are designed to help those low income households (less than 200% of the federal poverty guidelines) affected by the economic situation. A full-time "Stimulus Manager" will be hired to help expend these funds. The programs designed with these funds should give long term benefits to the community while focusing on low-income households. 32 Community Action Agencies in the State of Illinois met on March 8 to discuss proper use of these funds. Mary handed out a matrix for use of these funds. This matrix shows proposed programs and the costs associated with each. Mary proceeded to highlight each proposed program.

- 1) Revolving Loan- 10% (\$32,000) of the funds must be used for economic development. These funds will be used as a business loan with the goal of creating two jobs for low-income persons.
- 2) Job Readiness- This program will help persons needing assistance with job related expenses. This may include uniforms, tools, car repairs, etc.
- 3) Scholarship- DCCS looks to add \$14,000 to this program (\$7,000 each for '09 & '10). This will enable more low-income college students afford their college expenses.
- 4) Foreclosure Avoidance- This program will help families behind up to two months mortgage payments. Families must be able to resume their mortgage payments the following months. DCCS expects to serve five families through this program. A good portion of this program will consist of housing counseling. Staff will receive training to become a HUD Certified Housing Counselor.
- 5) Emergency Intervention- This will add funds to the existing rent and utility assistance program to help low-income families struggling in this economy.

- 6) Outreach/Capacity Building- With this program, staff will receive additional training. Also, staff will have the ability to do more home visits to those living in the county who are outside of the DeKalb/Sycamore area. DCCS will purchase a laptop computer and portable printer/copier through this program.
- 7) Primary Health Care- This program will help low-income individuals with dental work, eyeglasses, hearing aids, and possibly other small medical needs.
- 8) Pathway- Dekalb County is expecting to build a bike path on Dresser Road from First Street to Annie Glidden Road. Mary mentioned DCCS could possibly use some stimulus funds to build a portion of the path that our customers would use so they can arrive to our office safely. There was a question as to whether or not the path could be constructed without our help.
- 9) Youth Center- Kevin Chambliss, a current DeKalb County Board member, is trying to get a youth drop-in center/community center going in DeKalb. This is in the initial stages of planning and nothing is set in stone yet. Mary stated that we could possibly use funds to purchase equipment that would benefit the low-income families we serve. Dawn Littlefield suggested that Kevin pursue working with existing programs to try and start a community center instead of using CSBG stimulus funds. A discussion followed.
- 10) Homeless Overflow Site- The need for emergency shelter, especially in the winter months, is a growing concern in the County. DCCS could possibly use stimulus funds to help with costs associated with a new eats and sheets program. The concern is how it will be funded after the stimulus money is expended. Dawn threw out the idea of possibly using funds for motel/hotel vouchers. At this time there is no stimulus funding for this type of homeless program.

John Hulseberg noted that the 2009 Community Action Plan illustrated some needs that are not being met and that the stimulus funds could possibly address those needs. Dawn Littlefield mentioned the Earned Income Tax Credit and that there might be a need to help those families eligible for the credit applies for it. A question was raised whether the stimulus funds need to be appropriated or expended by September 30, 2010. The latter is the likely answer. Robert Keil made a suggestion for staff to take advantage of all training and equipment purchase possibilities. Ken Mundy made a motion to accept the recommendations made by DCCS staff as a basis on how the stimulus funds will be spent with a caution on the Pathway and Youth Center programs, giving that funding to direct client assistance. Sue Guio seconded the motion, motion approved.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: There was no new business to discuss.

NEXT MEETING DATE: The next meeting date is scheduled for Wednesday, May 13 at 9:30 a.m. in the Multi-Purpose Room, Right Side.

ADJOURN: Having no further business, the meeting was adjourned at 10:40 a.m.