

Approved 5/12/2016

**FEMA - Emergency Food and Shelter Program Local Board  
DeKalb County Local Board, Phase 32-3<sup>rd</sup> Meeting  
Minutes of October 27, 2015, 9:00 a.m.**

**Members Present:** Jess Collins (alternate for Donna Moulton), Dawn Littlefield, Mary Supple (alternate for Gary Hanson), Anita Zurbrugg, Captain Michelle Graham, Joslyn Turner (formerly homeless member), Sara Echols, and Joe Gastiger.

**Members Not Present:** Melissa Garman.

**Others Present:** None.

**Call to Order:** The meeting was held at the DeKalb County Community Outreach Building, Barton Room in DeKalb. Jess Collins called the meeting to order at 9:01 a.m.

**Approval of Agenda:** Anita Zurbrugg made a motion to approve the agenda, seconded by Mary Supple. Motion approved.

**Approval of Minutes:** The minutes were presented and Mary Supple made a motion to approve the minutes of March 23, 2015, seconded by Sara Echols. Motion approved.

**Status of LRO Spending:** Local Recipient Organizations (LROs) received all their Phase 32 awards. The Phase began July 1, 2014 and ends October 31, 2015. All LROs are on track or have spent their awards.

**Agency Monitoring Reports:** Four LROs (Hope Haven, Voluntary Action Center, Neighbor's In Christ Ecumenical, and Northern Illinois Food Bank) were chosen to be monitored this Phase. A discussion followed regarding the visits. All LROs visited are spending their awards appropriately and are doing a great job serving clients.

**Second Payment Requests:** All LROs made their second payment requests and received them.

**Phase End Date:** The National Board offered to extend the Phase end date to December 31. The board decided to maintain the original agreed upon end date of October 31.

**Old Business:** There was no old business to discuss.

**New Business:** A discussion regarding needs in the community commenced. The discussion of needs and how they will fit into Phase 33 will be reviewed at a later meeting.

**Next Meeting Date:** The next meeting date will be held once the Phase 32 final reports have been submitted. Jess will let the Board know when this occurs.

**Adjourn:** Anita Zurbrugg motioned to adjourn the meeting, seconded by Dawn Littlefield. Motion approved. The meeting was adjourned at 9:42 a.m.