

## Approved 8/4/11

### DeKalb County Community Services Department CSBG Administrative Board April 19, 2011

**Members Present:** Jamie Smirz representing Mayor Kris Povlsen, Margaret Phillips, John Hulseberg, Dawn Littlefield, Regina Harris, Rosario Quesada, Eric Johnson, Ken Mundy, and Micki Chulick.

**Others Present:** Donna Moulton, Jess Collins.

**Call to Order:** Dawn Littlefield, chair, began the meeting at 8:37 a.m.

**Introduction of Regina Harris and Gary Chapman:** Introductions by Board Members were made. Regina Harris is employed by DeKalb County as the Public Defender. Gary Chapman was absent.

**Review and vote for Eric Johnson and Rosario Quesada to fill vacant Board Seats:** John Hulseberg made a motion to approve Eric Johnson and Rosario Quesada to fill two vacant Board seats, seconded by Micki Chulick. Motion carried.

**Approval of Minutes:** Margaret Phillips motioned to approve the CSBG Administrative Board meeting minutes from August 11, 2010, September 8, 2010, November 9, 2010, and January 25, 2011, seconded by John Hulseberg. Motion approved.

**Approval of Agenda:** Micki Chulick motioned to approve 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. January was the highest ever for that month. There has been a slight decline from years past for February and March. This is due to there being more focus on case management programs and follow-ups with families. Also, the Emergency Intervention funds are on hold until we find out a budget number for FY 2011. This number will probably be around \$7,500.

**CSBG 2010 Final Report:** The final CSBG 2010 Quarterly Report was briefly discussed. These reports were generated through the ILCams and Tracker systems. Most programs saw numbers well above the anticipated amount. The Loan Program was right on target. The Emergency Dental Program did not serve any children. This program targeted school age children, grades K-8 who had major dental needs. School nurses and case managers from Community Services, Safe Passage, and Hope Haven could refer children to this program. Funding came from the Mary Uscian Foundation. It was determined with this target group of children; most needs were being met through other resources such as the Mobile Dentist Program. These funds were given to Hope Haven to use. There is still a high need for dental services for pre-K children that Community Coordinated Childcare is desperately trying to fill.

**CSBG 2011:** The First Quarter CSBG 2011 Quarterly Program and Outcome Report was discussed. We are just getting started on using 2011 CSBG funds since we were able to extend the 2010 grant through March 2011. The programs for FY 2011 are Family Economic Development (FED), Scholarship Program, Emergency Intervention, Information, Referral, and Coordination, and Family Stability and Support (FSS). There are two case management programs, FED and FSS. FED focuses on higher income due to employment where as FSS focuses on an array of things to help a family achieve and maintain a higher level of self-sufficiency.

**2011 & 2012 Funding Outlook:** FY 2011 CSBG funding will take just under a 3% cut from FY 2010. FY 2012 is still up in the air. President Obama proposed a 50% cut. Certain congressmen are working hard to keep funding to near current levels. Federal elected officials Dicks, Harkin, Brown, and Grassley have shown strong support of CSBG.

**Discussion and vote of By-Laws:** Donna recently updated the CSBG Administrative Board By-Laws. These were e-mailed out to board members. Discussion followed regarding terms, purpose, code of ethics, duties of the Board, and proxy. Margaret Phillips motioned to approve the by-laws, seconded by Regina Harris. Motion approved.

**STARS System:** There will be a new tracking system for 2011 called STARS (Single Intake and Reporting System). This will replace ILCams and Tracker. Jess Collins attended training in April. The system will go live the end of April. A question was brought up as to the security of the system since it is web based. There is a concern of private information being hacked. Jess will get the proper security information from the programmers and share this with the Board.

**Old Business:** Donna Moulton will contact Board members who have been consistently absent from meetings to see if they are still interested and if we need to replace them with new Board members. Discussion followed regarding our funding as a line item in the County budget, the number of Community Action Agencies in the State, and the role of the Illinois Migrant Council as a CAA.

**New Business:** Discussion ensued regarding committees of the CSBG Administrative Board, partnering with community agencies to deliver appropriate services to diverse populations, and matching funds by soliciting major corporations in the community.

**Next Meeting Dates:** The next meeting date is scheduled for July 27, 2011 at 8:30 a.m. The CSBG Scholarship Committee (Margaret Phillips, Jamie Smirz, and John Hulseberg) will meet July 20 at 8:30 a.m.

**ADJOURN:** Having no further business, a motion was made by Micki Chulick to adjourn the meeting, seconded by Margaret Phillips. Motion carried. Meeting adjourned at 9:34 a.m.