

**Approved 4/19/11**

**DeKalb County Community Services Department  
CSBG Administrative Board  
September 8, 2010**

**Members Present:** Dawn Littlefield, Micki Chulick, Carol Herrington representing Brett Brown, Melissa Garman, Jamie Smirz representing Mayor Kris Povlsen.

**Others Present:** Donna Moulton, Jess Collins, Ken Moeller, Dave Ridenour.

**Call to Order:** There were not enough members present for a quorum. Both chair and vice-chair were not present at the start of the meeting. Donna Moulton began the meeting at 8:37 a.m. Board Members introduced themselves to Community Services' grant manager Dave Ridenour.

**2011 Community Action Plan:** Donna sent out the 2011 CAP via e-mail to board members. Donna asked for input from the board members. Carol Herrington stated changes should be made to the numbers of persons residing at Gurler Street Apartments. Micki Chulick stated her agency is now just Community Coordinated Child Care without the DeKalb in front of it. Also, Micki stated there are no caps on their programs. Donna mentioned board members need to give their feedback on the CAP by September 20.

**2011 CSBG Work Programs:** Donna reviewed the 2011 CSBG work programs. The work programs are due to DCEO by October 22. Discussion followed regarding the proposed work programs. Donna is looking into Community Services becoming a HUD Certified Housing Counselor agency. This may adjust some of the proposed work programs to qualify for this certification. Micki Chulick asked about LIHEAP/Weatherization and the possibility of Community Services administering this program. Discussion followed.

**Board Membership:** There are three vacancies on the CSBG Administrative Board, two private sector and one client representative. Donna would like more diversity on the Board. Some names brought up in the discussion are Kristina Garcia, Gary Chapman, Margo Sutorius and another banker. Donna would look into this more.

**New Business:** Micki asked if there was talk about an extension to the CSBG ARRA funds. There is no extension as funds must be expended by September 30. Dave Ridenour mentioned there will probably be no increase in 2011 CSBG. Donna mentioned DCCS has a new Case Manager. Her name is Darnas Johnson and will be with us through September 2011. Donna handed out two thank you cards from CSBG Scholarship recipients. Ken Moeller sat in on the meeting today. His term on the Board has expired and will no longer be with us. Thank you Ken for your service!

**Next Meeting Dates:** Donna gave the meeting dates through 2011. They are November 9, 2010 at 3:30 p.m., January 11, 2011 at 3:30 p.m., April 12, 2011 at 8:30 a.m., July 12, 2011 at 3:30 p.m., September 13, 2011 at 8:30 a.m., November 8, 2011 3:30 p.m.

**ADJOURN:** Having no further business, Donna Moulton adjourned the meeting at 9:10 a.m.