

*Note: These minutes are not official until approved by the Health and Human Services Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

**Health & Human Services Committee Minutes  
January 8, 2018**

The Health and Human Services Committee of the DeKalb County Board met on Monday, January 8, 2018 at 6:30 p.m. in the Administration Building's Conference Room East in Sycamore, Illinois. Chairman Little called the meeting to order. Those Members present included, Ms. Askins, Mrs. Emmer, Mr. Hughes, Mr. Porterfield, Mr. Reid, Mr. Whelan, and Chairman Little. A quorum was established with all Members present.

Others present were Paul LaLonde and Deanna Cada.

**APPROVAL OF THE MINUTES**

**It was moved by Mrs. Emmer, seconded by Mr. Whelan and it was carried unanimously to approve the minutes from the November 6, 2017 Committee Meeting.**

**APPROVAL OF THE AGENDA**

**It was moved by Mr. Porterfield, seconded by Ms. Askins and it was carried unanimously to approve the agenda as presented.**

**PUBLIC COMMENTS**

There were no public comments.

**RESOLUTION AUTHORIZING EXECUTION & AMENDMENT OF A FEDERAL 5311 GRANT AGREEMENT**

Voluntary Action Center's Assistant Executive Director Paul LaLonde joined the Committee Members to explain that the proposed resolution was for the Federal 5311 Grant. For many years now the DOAP and 5311 "pass-through" Grants for the Voluntary Action Center have been combined into one contract. Unfortunately the State has now changed that and they now have to be two separate contracts, Mr. LaLonde explained. Now before the Committee was the FY 2018 5311 Grant Resolution and next month he will return with the FY 2018 Downstate Operating Assistance Grant (DOAP) Grant Resolution just in time to return again in April to start the FY 2019 application process. Mr. LaLonde clarified that separating the two grant does not change anything with them besides more paperwork.

**It was moved by Ms. Askins, seconded by Mr. Hughes and was approved unanimously to forward the resolution to the full County Board recommending its approval.**

Mr. LaLonde additionally shared with the Committee that the State of Illinois Capital Assistance Grant that the County Board approved the execution and submittal of in October for \$550,000 for improvements to and rehabilitation of the DeKalb Public Transportation Facility was approved. He was excited to share that the building will now be able to have all of the ADA and OSHA compliant updates that it is in need of.

**SENIOR SERVICES FUND**

Ms. Deanna Cada joined the Committee and said she was wearing her Community Action Cap for this meeting and wanted to have an introductory conversation about this year's Senior Services Tax Levy Allocation process.

She began by reviewing the allocation amount that is available for 2019 Grant Year, which is significantly less than 2018. Additionally she noted that the Community Mental Health Board funds many of the same agencies as the Senior Services Tax Levy and also has their interviews as the same second evening as the Committee. Ms. Cada proposed that the Health & Human Services Committee combine their second evening of agency hearings with the Community Mental Health Board in order to streamline the process for both Boards. The timeline that Ms. Cada proposed was as follows:

Monday, February 26, 2018	Funding Applications Due
Monday, March 5, 2018	HHS Committee – First Looks at Applications
Monday, April 2, 2018	HHS Committee – Agency Hearings
Monday, April 9, 2018	HHS Committee – Agency Hearings (in conjunction with the Mental Health Board)
Monday, May 7, 2018	HHS Committee – Approve Funding for GY19 Applications
Wednesday, May 16, 2018	Full County Board – Approve Funding for GY19 Applications

There was a full consensus from the Committee to move forward with the proposed timeline and the combined agency hearing meeting with the Mental Health Board.

Ms. Cada also added that her dream would be to have online grant applications for next year which would make the process for both agencies even more efficient. One key feature with doing an online application is they would get all the information they ask for because an agency would not be able to move forward with the application unless the previous information was provided.


**OLD BUSINESS / NEW BUSINESS**

There were no items.

**ADJOURNMENT**

**It was moved by Ms. Askins, seconded by Mrs. Emmer, and it was carried unanimously to adjourn the meeting.**

Respectfully submitted,

  
Maureen Little, Chairperson

  
Tasha Sims, Recording Secretary

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<b>Services Paid in December 2017</b>							
<b>AGENCY</b>	<b>AWARD</b>	<b>PRIOR YTD</b>	<b>CURRENT</b>	<b>YTD</b>	<b>%EXPEND</b>	<b>BALANCE</b>	<b>DATE ENTERED</b>
Barb City Manor	\$10,000.00	\$9,061.00	\$939.00	\$10,000.00	100.00%	\$0.00	11/29/2017
Community Action	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	100.00%	\$0.00	
Elder Care Services	\$63,000.00	\$25,616.50	\$6,846.00	\$32,462.50	51.53%	\$30,537.50	12/5/2017
Family Service Agency	\$58,800.00	\$19,600.00	\$4,900.00	\$24,500.00	41.67%	\$34,300.00	12/4/2017
Fox Valley Older Adults	\$61,500.00	\$23,402.11	\$0.00	\$23,402.11	38.05%	\$38,097.89	
Hope Haven	\$15,400.00	\$3,844.30	\$0.00	\$3,844.30	24.96%	\$11,555.70	
Kishwaukee Family YMCA	\$2,000.00	\$666.56	\$166.64	\$833.20	41.66%	\$1,166.80	12/4/2017
Opportunity House	\$26,500.00	\$8,070.30	\$5,424.30	\$13,494.60	50.92%	\$13,005.40	11/2/2017 & 12/5/2017
Prairie State Legal	\$3,200.00	\$3,200.00	\$0.00	\$3,200.00	100.00%	\$0.00	
VAC	\$182,600.00	\$135,643.44	\$46,956.56	\$182,600.00	100.00%	\$0.00	11/20/2017
<b>TOTALS</b>	<b>\$430,000.00</b>	<b>\$236,104.21</b>	<b>\$65,232.50</b>	<b>\$301,336.71</b>	<b>70.08%</b>	<b>\$128,663.29</b>	

**Grant Year 2019 Information:**

Senior Tax Levy Available: \$406,000  
Proposed DCCA Admin Amount: \$7000  
Senior Tax Levy Distribution Amount: \$399,000  
1/2/18 - Cash on Hand: \$178,756  
1/1/18 - Balance to be paid out: \$128,663  
Differnce: \$50,093

For GY2019 - Propose monthly payment scheduled (estimated) for County Treasurer  
Is there benefit to account for agency cash flow issues in payment schedule?



DeKalb County

Community Action Department

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[www.dekalbcountycommunityaction.org](http://www.dekalbcountycommunityaction.org)

### Grant Year 2019 Funding Application Timeline

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