

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 7, 2019**

The Health and Human Services Committee of the DeKalb County Board met on Monday, January 7, 2019 at 6:30 p.m. in the Community Outreach Building's Beacon Room in DeKalb, Illinois. Chairman Porterfield called the meeting to order. Those Members present were Mr. Tim Bagby, Mr. Scott Campbell, Ms. Maureen Little, Mr. Larry West, and Chairman Chris Porterfield. Ms. Rukisha Crawford and Ms. Linda Slabon were absent. Ms. Slabon was listening via conference phone. A quorum was established with five Members present and two absent.

Others present were Gary Hanson, Ellen Rogers, and Deanna Cada.

APPROVAL OF THE AGENDA

It was moved by Ms. Little, seconded by Mr. Bagby and it was carried unanimously to approve the agenda as presented.

APPROVAL OF THE MINUTES

It was moved by Mr. Bagby, seconded by Ms. Little and it was carried unanimously to approve the minutes from the October 1, 2018 Committee Meeting.

PUBLIC COMMENTS

There were no public comments.

VOLUNTARY ACTION CENTER LOAN

County Administrator Gary Hanson and Voluntary Action Center's (VAC) Executive Director Ellen Rogers joined the Committee to provide some background information regarding the loan request from VAC. Ms. Rogers shared that they have operated the rural transportation program without reimbursement of expenses since the beginning of the State's fiscal year, July 2018. In addition, VAC has not received funding for its Meals on Wheels program since the beginning of the federal fiscal year, October 2018. In these critical times, VAC has exhausted their line of credit and are frankly concerned with how much longer they will be able to operate without drastic reductions of their services and workforce, Ms. Rogers explained. She added that they are confident that this is a temporary situation, but one that will have extreme consequences without assistance. As a result, VAC is requesting a loan from the County of at least \$125,000 to ensure services continue as they weather this funding impasse.

Mr. Hanson shared that in the past the Committee had approved allocating VAC's Senior Services Tax Levy award allocations to them early and they were reimbursed without any issues. He also expressed his understanding that the services that VAC provides to the community are vital and basic. He offered the following proposal to the Committee as a minimal risk option to help establish a line of credit with the County where VAC could draw on funds that are anticipated to be paid back once the funds become available: The County Board could authorize the County Treasurer and Finance Director to take the appropriate steps to make cash available from available County funds and allow Voluntary Action Center to borrow funds, at no interest

for up to 24 months, in advance of normal payment cycles, using the Senior Services Tax levy Program as collateral, in amounts up to the total of (a) 100% of a Senior Services program grant allocation appropriated by the County Board and not yet withdrawn, and (b) 95% of an expected future Senior Services program grant allocation (assuming the future grant amount will be the same as the current grant amount), only if said collateral, the Senior Services Tax Levy, has been levied by the County Board.

The Committee discussed the matter future and all agreed that the services that VAC provides are vital to the community and that they have been great partners with the County for many years and have never faltered on any previous financial agreements.

It was moved by Mr. Campbell, seconded by Ms. Little and approved unanimously to forward the proposed resolution approving a loan to the Voluntary Action Center to the full County Board recommending its approval.

SENIOR TAX LEVY FY20 TIMELINE

Ms. Deanna Cada proposed the following timeline to the Committee for the Grant Year 2020 Senior Services Tax Levy Funding Allocations:

Wednesday, January 9, 2019	Funding Applications Released
Monday, February 25, 2019	Funding Applications Due
Monday, March 4, 2019	HHS Committee – First Looks
Monday, April 1, 2019	HHS Committee – Agency Hearings @6:00 p.m.
Monday, April 8, 2019	HHS Committee – Agency Hearings @6:00 p.m.
Monday, May 6, 2019	HHS Committee – Approve Funding for GY20 Applications
Wednesday, May 15, 2019	Full County Board – Approve Funding for GY20 Applications

The Committee reviewed the timeline and all agreed to proceed with the timeline as presented.

FUTURE OF COMMUNITY ACTION DEPARTMENT

Mr. Hanson shared that when the previous Community Action Director left the Department in March of 2017 for a new career opportunity, the County sought to place the Department leadership within an existing County Department so that more dollars could go to programming and less dollars to administration. Ms. Deanna Cada, the Director of the Community Mental Health Board, was willing to accept that challenge on a trial basis and an agreement was signed between the Community Mental Health Board and DeKalb County for an initial period running from August 21, 2017 to December 31, 2018.

In late 2018, Ms. Cada evaluated the trial arrangement and determined that the duties of Community Action were more expansive than time allowed, especially with the ever-evolving and growing responsibilities needed for managing the Community Mental Health office, and that the over-sight by the Community Mental Health Board would need to end as of December 31, 2018 or as soon thereafter as a suitable alternative arrangement could be found. Mr. Hanson explained that the federal grant funding for this Department was no longer sufficient enough to pay salaries and benefits for the four employees authorized for this department so placing the administrative function under an existing Department or entity is a preferable model for its operation. A County Department has not been identified to emerge with Community Action and therefore outside, not-for-profit entities have been sought to accept the Community Action Block

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Grant funding who has the administrative and grant compliance infrastructure in place to successfully handle the growing grant requirements and so that the grant money stays local.

Mr. Hanson and Ms. Cada shared that an RFP was sent out and that they spoke with the Voluntary Action Center, Hope Haven, and other DeKalb County not-for-profit entities and found that the DeKalb County Family Service Agency decided to submit an application to the Illinois Department of Commerce and Economic Opportunity to be designated as the local recipient of these grant dollars. Both Mr. Hanson and Ms. Cada spoke highly of the long-standing entity and shared they thought the Block Grant would fit well within the organization of Family Service Agency.

Chairman Porterfield questioned if Community Action Block Grant shouldn't be with a Government entity. Ms. Cada noted that speaking with Illinois Department of Commerce and Economic Opportunity, they have indicated that they would prefer the grant not be housed with a Government entity and it is in fact very rare. Governments cannot fundraise so they could never add to the funds they are allocated, Ms. Cada shared.

The Committee Members expressed their understanding for the move as well as their concern for ensuring the grant dollars stay within DeKalb County and very hopeful their endorsement would be beneficial to the allocation of it.

After the Committee had reviewed the history of the Community Action program, as well as the future direction of it, there was a consensus that the best way to maintain the sustainability of the Community Action Block Grant dollars locally and to maximize the services that are available to community members who would benefit from these grant dollars, would be to divest of the County's Community Action Department and to endorse the DeKalb County Family Service Agency as the local not-for-profit entity who should be awarded these grant dollars and who could best effectively accomplish the mission of the Community Action programs.

It was also clarified that the County would continue to utilize Ms. Cada to assist with the Senior Services Tax Levy process which is levied through the County.

It was moved by Mr. Bagby, seconded by Ms. Little and approved unanimously by voice vote to forward a resolution to the full County Board recommending that the County divest of the Community Action Department and endorse the DeKalb County Family Services Agency as the local not-for-profit entity who should be awarded these grant dollars.

ADJOURNMENT

It was moved by Mr. Campbell, seconded by Mr. West, and it was carried unanimously to adjourn the meeting at 7:27 p.m.

Respectfully submitted,

Chris Porterfield, Chairman

Tasha Sims, Recording Secretary

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January 3, 2019

Mr. Gary Hanson
DeKalb County Administrator
200 North Main Street
Sycamore, IL 60178

Dear Gary:

Thank you very much for the assistance provided by you, Pete Stefan and Deanna Cada as we address the unprecedented and extreme delays in the release of funding for transportation and nutrition services provided throughout DeKalb County.

We have operated the rural transportation program without reimbursement of expenses since the beginning of the State's fiscal year, July 2018. As the Grantee of the program, DeKalb County has served as a strong and supportive partner. You have made available other sources of funding enabling VAC to continue providing vital services. However, as the State has not yet executed the transportation services contract, we cannot sustain services without additional funding. We have been assured the contract is forthcoming, but do not anticipate action until February.

In addition, VAC has not received funding for its Meals on Wheels program since the beginning of the federal fiscal year, October 2018. Unfortunately, like the State, we do not see an immediate ending of the delay in reimbursement for services provided. These funds have been obligated to VAC.

We are grateful for the strong support we receive from the elected officials and staff of DeKalb County, and most certainly that of its citizenry. You have long demonstrated your commitment to the needs of your most vulnerable constituency.

These are critical times, we have exhausted our line of credit and frankly are concerned how much longer we will be able to operate without drastic reductions in our service and our workforce.

We are confident that this is a temporary situation, but one that will have extreme consequences without assistance. As a result, we are requesting a loan from the County of at least \$125,000 to ensure services continue as we weather this funding impasse.

Please let me know if I can provide with any additional information. In the meantime, thank you so much for your consideration of our request and your continued support.

Sincerely,

Ellen Rogers, Executive Director



DeKalb County

Community Action Department

2550 North Annie Glidden Road, DeKalb, Illinois 60115

Phone (815)758-3910, Fax (815)756-3407

www.dekalbcountycommunityaction.org

Grant Year 2020 Funding Application Timeline

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Providing access to opportunities for low-income individuals and families through empowerment with community resources and support to increase self-sufficiency and household stability.