

# **Lake County Illinois**



## **Minutes Report - Draft**

**Wednesday, December 11, 2013**

**9:00 AM**

**Main Conference Room - Lake Co. Department of Transportation  
600 W. Winchester Road, Libertyville, IL 60048**

### **CDC Application Review Committee – Public Services**

**1. ROLL CALL**

*The Public Services Application Review Committee (ARC) meeting was called to order at 9:04 a.m.*

*Guests: Peter Schaefer and Jacqui Hebein of Northern Illinois Food Bank; Diana Helt of Great Lakes Adaptive Sports; and Mary Ellen Saunders of Mano a Mano Family Resource Center and ElderCARE @ Christ Church.*

*Staff: Jodi Gingiss, Brenda O'Connell, Janel Gomez, Sarah Ciampi, Jordan Bartle, and Laura Walley*

**Present** 4 - Commissioner Hart, Commissioner Hewitt, Commissioner Rose and Commissioner Swanson

**2. APPROVAL OF MINUTES**

**2.1 11-1252**

Approval of Minutes - July 22, 2011

**Attachments:** [Minutes - 7.22.11](#)

**A motion was made by Commissioner Hewitt, seconded by Commissioner Rose, to approve the July 22, 2011 minutes. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Hewitt, Commissioner Rose and Commissioner Swanson

**Not Present:** 1 - Commissioner Hart

**2.2 12-0848**

Approval of Minutes - June 1, 2012

**Attachments:** [Public Services Minutes - 6.1.12](#)

**A motion was made by Commissioner Hewitt, seconded by Commissioner Rose, to approve the June 1, 2012 minutes. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Hewitt, Commissioner Rose and Commissioner Swanson

**Not Present:** 1 - Commissioner Hart

**3. PUBLIC COMMENT (Items not on the agenda)**

*There were no public comments.*

**4. OLD BUSINESS**

*There was no old business.*

**5. NEW BUSINESS**

**5.1 CDBG-PS 2014 Overview**

*Ms. Jodi Gingiss spoke about the increasing amount of suburban poverty and the fact that the suburbs were not well equipped to handle the increasing number of poor. She said that it was necessary to consider service provider needs and the increase in administrative cost and coordination burden entailed to handle the expanded number of clients to be served. Currently, urban grant dollars outnumber suburban grant dollars on a \$39:\$1 ratio. Ms. Gingiss said that this underscored how important every dollar of Lake County's*

*Public Services (PS) funds are and therefore staff was recommending that larger funding awards be earmarked for organizations with the greatest capacity. She next presented an overview of the Homelessness Application Review Committee (ARC) recommendations from its December 9, 2013 meeting. She went on to present historical data on PS grants given during past years and then reviewed the current applications, based on the Consolidated Plan goals that they addressed. Ms. Gingiss informed the PS ARC of staff recommendations, based on application scores and organizational capacity. She invited a representative for Northern Illinois Food Bank (NIFB) to speak to the ARC and answer any questions. Mr. Peter Schaefer, of NIFB, said that need has increased throughout the County and he hoped that the ARC would recommend funding the agency. Its request of \$25,000 would help to feed many of the County's hungry, many of whom are children. The funds would be used to help stock eight pantries throughout the County, which serve 19,000 people monthly. A discussion of funding food pantries, rather than a community gardening program, ensued with the scores adjusted to reflect the ARC's wishes to fund food pantries. It was suggested that the University of Illinois gardening program partner with the Lake County Forest Preserve. Ms. Gingiss invited Ms. Diana Helt, of Great Lakes Adaptive Sports to speak to the ARC and answer their questions about her agency's program, which will help adults with disabilities. Staff then returned to informing the ARC about each project and supplemented that information with specifics on each applicant's score, answering any questions and asking the ARC if they had any further adjustments to make on the scores. Once all adjustments were made, staff made charts to assist the ARC with determining the funding recommendations.*

## **5.2 Development of Funding Recommendations**

*Ms. Gingiss explained a method of sizing grant awards based on agency service capacity using five service levels. The five service levels were as follows: 1. New Programs; 2. Daily Care; 3. Case Management and Counseling; 4. Assistance and Referrals; and 5. No Case Management. Staff then performed a three-year study to produce an average to determine the number of clients that each agency's program could handle yearly, to determine each program's normal annual capacity. Ms. Gingiss then explained how the results were used to determine the staff-recommended funding amounts. The ARC discussed the suggested award amounts, additional methods to determine equitable award amounts, and, following a lengthy discussion, made determinations to provide the following recommendations: CASA Lake County, Zacharias Center, Consumer Credit Counseling, ChildServ, and Highland Park Nursery School at \$29,000 each; Nicasa at \$28,314; ElderCARE, Family Service, Northern Illinois Food Bank, and Great Lakes Adaptive Sports at \$25,000 each; and Mano a Mano at \$16,692. The ARC gave staff instructions, should the federal allocation received vary from the estimated amount upon which these recommendations were based, on how to address an increase or decrease in the actual dollar amount. All recommended awards are to be adjusted on a pro rata basis, with the exception that no agency would receive an award greater than the original amount requested.*

**A motion was made by Commissioner Hart, seconded by Commissioner Hewitt, to**

**forward the above-stated funding recommendations to the Community Development Commission Executive Committee. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Hart, Commissioner Hewitt and Commissioner Rose  
**Not Present:** 1 - Commissioner Swanson

**6. STAFF REPORTS**

*There was no staff report.*

**7. ADJOURNMENT**

**A motion was made by Commissioner Rose, seconded by Commissioner Hewitt, to adjourn the meeting at 12:08 p.m. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Hart, Commissioner Hewitt and Commissioner Rose  
**Not Present:** 1 - Commissioner Swanson