



**DUPAGE COUNTY
CSBG ADVISORY BOARD
MINUTES**

October 21, 2025

Regular Meeting

11:30 AM

**3500B
421 NORTH COUNTY FARM ROAD
WHEATON, IL 60187**

1. CALL TO ORDER

Meeting was called to order by Kristin Sheffield at 11:30 AM.

2. ROLL CALL

Kristin Sheffield called for a motion to allow those on zoom due to illness or family emergency to participate in the meeting. Paula Garcia made a motion to allow those on zoom to participate in the meeting, Vanessa Roth seconded the motion, and all voted ayes. The motion was carried.

PRESENT: Kristin Sheffield, Vanessa Roth, Sergio Martinez, Michael C. Pesola, Molly Howieson, Kathleen McNamara, Greg Schwarze and Paula Garcia. Quorum Present.

ABSENT: Dawn DeSart, Cindy Cronin Cahill, Lynn LaPlante and Kari Galassi

ZOOM: Christina LePage, Don Davia, and Wendy Williams

3. PUBLIC COMMENTS AND CONCERNS

No public comments were received at this meeting.

4. APPROVAL OF MINUTES

Kristin Sheffield called for a motion to approve the August 19, 2025, minutes Greg Schwarze made a motion to approve the minutes, Sergio Martinez seconded the motion, and all voted ayes. The motion carried.

5. REPORTS- LISA HAMILTON

Lisa Hamilton reviewed the 3rd Quarter 2025 Outcome Summary Report which detailed each Work program's progress and accomplishments. The work programs are doing well and on track to serve all anticipated clients. Lisa explained that all checks have gone out to the scholarship recipients. H.O.M.E. DuPage has launched its new credit repair program and has 4 clients enrolled. GardenWorks, our community initiative, is currently supporting four gardens from last year and two additional gardens this year. Lisa explained that the garden by Bensenville Public Library is on hold until Spring of 2026. Teen Parent Connection is still holding car seat safety classes. We still have funds available to assist families disconnected from water and limited funds available if a disaster should occur. Handouts provided.

6. BUDGET REVIEW – GINA STRAFFORD-AHMED

Gina Strafford-Ahmed reviewed in detail the 2025 Budget and Expenditure Report. She explained that we are halfway through the year and on target. Gina explained that most agencies are on track to spend their funding, we are still waiting for some agencies to submit their 3rd quarter invoice. Gina explained that GardenWorks may not be able to spend all the funding by the end of the year because of placing one garden on hold until next year. She reminded the Board that the 2025 grant has until June 30th, 2026, to spend all funds. Gina explained that we may modify the grant until April of 2026, and will probably need to do so to spend all funding. Handout provided.

7. 211

Lisa Hamilton reviewed in detail the 211 DuPage 2025 Third Quarter Summary Report. She explained that housing and utility assistance were still the number one need and that the calls/texts are steadily increasing. Lisa stated that they have been promoting the text feature more and that hopefully in the near future they will be able to incorporate a chat feature. She explained to the Board that they do receive a lot of correspondence via email as well. She reminded the Board that they can see real time data on 211 counts which can be sorted monthly, yearly and by certain dates. Handout provided.

8. OLD BUSINESS**9. NEW BUSINESS-GINA STRAFFORD-AHMED**

Board Training: Annual Training was provided to the Board. Gina Strafford-Ahmed presented the training on Laws & Guidance/ CSBG Cost Allowability Framework Advisory Boards Responsibilities. Handouts provided.

10. FUTURE AGENDA ITEMS

The Board would like to see if possibly getting someone from Home DuPage to do a presentation on their programs for the January or April meeting.

11. BOARD MEMBER COMMENTS

Vanessa Roth thanked Gina for sending out the reminders on submitting the invoices.

12. INFORMATIONAL ITEMS

Vanessa Roth shared with the Board that their employment center has officially moved to the second floor of Jubilee Furniture in Carol Stream. This new location has more classroom and office space for clients to meet with their case manager. Vanessa also stated that they recently added a bathroom and shower for homeless clients. Kristen asked if it would be possible to host a meeting at Jubilee Furniture possibly in April.

13. ADJOURNMENT

Kristin Sheffield called for a motion to adjourn the meeting, Greg Schwarze made the motion to adjourn, Kathleen McNamara seconded the motion, and all voted ayes. The motion was carried. There being no further business, the meeting was adjourned at 12:32 PM.

2026 Tentative MEETING DATES: January 20, 2026, April 21, 2026, August 18, 2026, and October 20, 2026