



**DUPAGE COUNTY
CSBG ADVISORY BOARD
MINUTES**

July 16, 2024

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 11:32 AM.

2. ROLL CALL

Paula Garcia called for a motion to allow those on zoom due to illness or family emergency to participate in the meeting. Alison Delgado made a motion to allow those on zoom to participate in the meeting, Molly Howieson seconded the motion, and all voted ayes. The motion was carried.

PRESENT: Vanessa Roth, Christina LePage, Michael C. Pesola, Molly Howieson, Don Davia, Kathleen McNamara, Alison Delgado and Paula Garcia. Quorum Present

ABSENT: Sergio Martinez, Michael L. Childress, Lynn LaPlante, Greg Schwarze, Dawn DeSart and Kari Galassi.

ZOOM: Wendy Williams and Kristin Sheffield

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 April 16, 2024, meeting minutes Paula Garcia made a motion to approve the minutes, Christina LePage seconded the motion, and all voted ayes. The motion was carried.

5. REPORTS – GINA STRAFFORD-AHMED/LISA HAMILTON

Lisa Hamilton reviewed the 2nd Quarter 2024 Outcome Summary Report which detailed each Work program's progress and accomplishments. The Scholarship committee met in June to review the 8 application and decide on the award amount. We are in the process of getting all the required documents back from the winners and will be issuing the scholarships once the modification is approved by the state. GardenWorks, our community initiative, has five gardens up and running in the following locations: New Hope in West Chicago, Colony Park in Carol Stream, Project Rise in Willowbrook, Timber Lake in West Chicago and Green Trials in Lisle. This year we had anticipated to open 2. Community Outreach has been going well over the summer. The Catholic Charities Back

to School Fair is August 5th, it is still a drive through event and registration has been closed for some time due to the overwhelming response. Under Agency Capacity Building Activities we have completed the annual report. We are still finishing the needs assessment and training. Disaster Assistance we have limited funds available if a disaster should happen as well as water assistance for disconnected families.

6. BUDGET REVIEW – GINA STRAFFORD-AHMED

Gina Strafford-Ahmed reviewed in detail the 2024 Budget and Expenditure Report. She explained that they submitted the modification in May and the State has not yet approved it, so we don't have access to the \$78,219.00. Gina explained that most agencies are on track to spend their funding, we are waiting on their second quarter invoices, so the report doesn't reflect all bills we have received. We will have an accurate report for October's meeting, keep in mind that we cannot spend the modification money until we physically have the approval.

7. OLD BUSINESS

CSBG Scholarship: Lisa Hamilton explained that the grading committee met in June, 8 individuals were awarded scholarships. The highest scholarship we gave away was for \$7,000, all individuals have been notified and we are waiting to get back all their documentation and waiting for the modification to be approved. At the October meeting, we will highlight each recipient with a presentation. Lisa Hamilton thanked everyone who helped with the committee this year.

Needs Assessment Summary Update: Gina Strafford-Ahmed explained that in May 2024, focus groups were completed in partnership with our Community Development unit. Some of the agencies that participated were DuPage Pads, ICNA Relief, and Metropolitan Family Services. She went over some of the feedback received. Overall, the focus groups highlighted the need for housing and utilities, food/nutrition, transportation, healthcare, childcare, and community resources. Gina explained that for the Needs Assessment there are three surveys administered: Service Users, Community Members and Stakeholders. We are required to use the surveys designed by DCEO and NIU. Gina reviewed the Executive Summary which compiled the results of the surveys and the focus with the Advisory Board. Gina explained that in reviewing the results, it looks like the needs that are showing are being addressed by either programs we are currently funding or other initiatives sponsored by DuPage County. At this time, it does not appear that changes need to be made to our Work Programs. She explained that we have food and nutrition covered between CSBG GardenWorks and the County Board's Transformation Grants. Financial Issues, Gina stated that the County offers LIHEAP, Family Self-Sufficiency and that's a combination of funding sources, CSBG provides small portion of funding that covers case management, housing, financial literacy and life skills. The County does provide health/mental health services through the health department and is addressing it through the Transformation Grants. The County has also created an ad-hoc committee to address issues of affordable housing within the County. Community Development looks at housing and homeless through the CoC, as well Community Services helping with rent and mortgage assistance. Gina stated that what were still not seeing is the need of kids or families, and asked Alison Delgado if she could share her results from their Needs Assessment from Metropolitan Family Services. Gina explained that she wanted to review the executive summary with Board and will have the full Needs Assessment report for the October meeting for approval.

8. NEW BUSINESS-GINA STRAFFORD-AHMED

Review and approve the CSBG Community Action Plan and Grant 2025: The 2025 Community Action Plan and CSBG 2025 budget was discussed. This plan and Budget addresses how we will meet the needs of our community with CSBG funding in 2025. Gina will reach out to Home DuPage about potentially taking on a consumer credit counseling program and will report back to the Board at the next meeting in October. Kristin Sheffield asked for a motion to approve the 2025 Community Action Plan and Budget as presented, Molly Howieson made a motion to approve the 2025 Community Action Plan and Budget, Paula Garcia seconded the motion, all voted aye.

2025 Meeting Dates: Meeting dates for 2025 are tentative as follows: January 21st, April 15th, July 15th and October 21st. Meeting dates will be verified and save the dates will be emailed out to the Board since we cannot book the meetings until December for 2025.

211: Lisa Hamilton reviewed in detail the 2-1-1 DuPage 2024 second quarter Summary Report. She explained that the text feature was officially launched April 1st, and now 211DuPage can communicate via phone, text, and email. Since the launch, 211 staff have responded to 54 unique text messages and they are currently in the process of getting new material promoting text. Lisa explained to the Board that 211 has passed the first phase of the accreditation which was call monitoring. Gina stated that they will also be reaching out to all the Police and Fire Departments within the County to distribute first responder cards to hand out to residents in need. Handout provided.

9. FUTURE AGENDA ITEMS**10. BOARD MEMBER COMMENTS****11. INFORMATIONAL ITEMS****12. ADJOURNMENT**

Kristin Sheffield called for a motion to adjourn the meeting, Paula Garcia made the motion to adjourn, Vanessa Roth seconded the motion, and all voted aye. The motion was carried. There being no further business, the meeting was adjourned at 12:44 PM.

2024 MEETING DATES: October 15, 2024