

**COMMUNITY DEVELOPMENT BLOCK GRANT COMMISSION
MINUTES OF JANUARY 27, 2010**

CALL TO ORDER

Chairman Draffkorn called the meeting to order at 8:15 a.m.

ROLL CALL/ATTENDANCE

Members Present: Sue Draffkorn (Chairman), Yvonne Barnes, Scott Breeden, Randy Donley, Tina Hill, Barbara Wheeler, Carol Louise, Phil Bartman. Mark Ruda, Robert Pierce, Lowell Cutsforth, Kimberly Larson and Craig Hubert

Members Absent: Robert Miller, Rosemary Kurtz, Stanley Duda and Robert Martens

Staff Present: John Labaj, Deputy County Administrator, Dennis Sandquist, Director of Planning & Development; Maryanne Wanaski, Deputy Director/Principal Planner; Jean Niemann, Community Development Coordinator; Faith Taylor, IDIS Coordinator, Sarah Ciampi, CDBG Program Assistant and Pat Melone, CDBG Administrative Specialist

Others Present: Shelly Stout and Cheryl Levinson of Family Alliance and Tom Riley of Pioneer Center.

Commissioner Pierce called the roll and confirmed a quorum was present.

MINUTES

Mr. Bartman made a motion seconded by Mr. Cutsforth to approve the minutes from December 16, 2009. Chairman Draffkorn questioned the time of adjournment - it should be 9:57 a.m. not 10:57 a.m. With this alteration, the minutes were approved on a voice vote, all members present voting aye.

PUBLIC PARTICIPATION

None

OLD BUSINESS

Re-appointment of Mark Ruda to CDBG Commission – Action: Motion by Ms. Hill seconded by Mr. Pierce to recommend the re-appointment of Mark Ruda to the CDBG Commission. On a roll call vote, Mr. Ruda abstained and all other members voted aye. The motion carried.

NEW BUSINESS

Grants to Sub-Grantees Emergency Application - Family Alliance – Action: Ms. Ciampi introduced the project and outlined updates related to the project timeline and Family Alliance's spending since issuance of the staff report, including completion of a project mandated prior to pre-construction resulting in project monitoring and a change in spend-down.

Representing Family Alliance were Ms. Stout and Ms. Levinson. Ms. Stout stated the project was maintaining a safe environment for the elderly population they serve and that most are diagnosed with Alzheimer's and related dementia. Wandering is an increasingly common problem with increased clientele. They are requesting funding to purchase the Wandering System that provides clients with a tracking device, hooked up to a monitor with pre-determined boundary lines that the clients stay within. If they leave those boundary lines an alarm sounds and staff is immediately notified that the client has left the boundaries and their exact location is pin-pointed. The price is quoted for 40 units and the project total is \$24,115.00. They are requesting \$19,262.00 from the Community Development Block Grant Commission with a match of \$4,823.00.

Ms. Levinson, Clinical Director of Family Alliance said she wanted to expand on a few issues. They had said in their application that their ratio of staff to clients is one to seven and the Department of

Aging for the State of Illinois requires two to twelve. The one to seven they quoted is strictly CNA's in their day room, but they also have a Day Room Nurse Manager, a Day Room Nurse and two activity persons who are in the day room most of the time. These people count, so the ratio far exceeds the minimum required by the State. She also wanted to address the question of whether this project is an emergency issue and that the Alzheimer's population has increased.

Ms. Stout addressed the issue of the category under which they applied and said if staff could suggest a better category they were open to that, and she and Ms. Levinson were open for questions at this time.

Mr. Hubert joined the meeting at 8:33 a.m.

The question was asked if the Wandering Alert System was similar to the Wander Guard used by Valley Hi. Ms. Louise was informed she could answer the question even though she had recused herself from voting and discussion. She said the Wandering Alert is more advanced because Wander Guard sends out an alarm and then staff goes out to locate the client, but Wandering Alert pinpoints the exact location of the client who has left the boundary area. Ms. Hill asked if staff recommendation was still the same and Ms. Ciampi confirmed that it was. She then responded to questions from Commissioners on why it was not viewed as meeting emergency guidelines. She also said that staff was not denying the project but felt that this was an inappropriate program under which to request funds. There was further discussion by Commissioners on whether it is an emergency situation and alternate funding sources. Ms. Stout said they could not re-program their 2009 funding for capital improvements because the leaks in the roof were getting worse and planned to have contractors out this spring to start the bidding process, as the longer they postponed it the more expensive the repairs would be. Ms. Wanaski asked how many emergency exits were around the building, which ones did not have alarms on them and whether these wanderings had been occurring for the past twelve years that Family Alliance had occupied the building. Ms. Levinson said wanderings had occasionally happened over the past twelve years, but there was considerable increase in the past year. Other loans and grant sources were also discussed.

Motion by Mr. Donley seconded by Ms. Hill to approve the Emergency Funding of Family Alliance for a Wandering Alert System in the amount of \$19,262.00 with a match of \$4,823.00. Commissioners voiced their reasons for how they intended to vote. On a roll call vote the following members voted aye: Barnes, Breeden, Donley, Hill, Bartman, Ruda, Pierce, Cutsforth, Larson and Hubert; the following voted nay: Draffkorn and Wheeler, with Louise abstaining. The ayes have it and the motion carried.

Family Alliance was requested and agreed to schedule a pre-contract meeting for next week with staff.

Commission Staff Report – Discussion: Ms. Ciampi referred to the Division Staff Report included in Commissioners' packets, reviewed it and requested feed-back. Commissioners requested Program Activity be brought back. There was further discussion on how future packets will be sent – via e-mail or viewed on-line. In February Commissioners will be sent an e-mail with instructions on how to view Commission information on-line. If this does not work out we will return to using regular mail.

Mr. Bartman left the meeting at 9:07 a.m.

HUD Program Development Schedule - Action: Ms. Ciampi reviewed the schedule (Attachment C in the packet). This shows everything that needs to be accomplished during the year and has more time between the HOME funding and the CDBG funding. It also moves the CDBG application closer to the time that HUD releases funds.

Motion by Mr. Ruda seconded by Ms. Wheeler to approve the proposed schedule as outlined. On a voice vote all members voted aye and the motion carried.

HUD Program Application Procedures - Action: Ms. Ciampi said we are starting to improve our application process. Over a two month period staff will be doing a preliminary review of HUD program application. Ms. Wanaski said with this timeline and the requirement to get the applications in early, they will now be numbered, establishing a Commission review order.

Motion by Ms. Hill seconded by Ms. Louise to approve the application procedure. On a voice vote all members voted aye and the motion carried.

Ms. Wheeler left the meeting at 9:30 a.m.

Reduction of Grant Funding for FY 2010 CDBG - Discussion: Mr. Sandquist said last week we received a letter from HUD saying they were going to reduce our 2010 CDBG allocation by \$382,000.00 because we did not spend-down sufficient funds last year. He indicated that overall nationally CDBG funding is scheduled to increase by about 7.5%, which is another \$80 – \$90,000. It was confirmed that there is no appeal available to the HUD decision. The question was raised whether it would be necessary to go back and tell agencies that their funding had been reduced. Ms. Wanaski said staff will not make any submittal to the Commission until we know what our final allocation is for 2010.

MEMBERS' COMMENTS, MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS

None.

ADJOURNMENT

Ms. Louise made a motion to adjourn seconded by Mr. Hubert at 9:40 a.m. Chairman Draffkorn declared the motion passed, on a unanimous voice vote,