



**CITY OF PEORIA
HUMAN RESOURCES COMMISSION**

Friday, October 21, 2011
8:30 a.m.

**456 Fulton Street – Room 402
Peoria, IL**

- AGENDA -

CALL TO ORDER

ROLL CALL

MINUTES

- A. Approval of Regularly Scheduled Meeting Minutes for September 16, 2011
- B. Approval of Special Meeting Minutes for September 30, 2011

OLD BUSINESS

NONE

NEW BUSINESS

- A. Ranking and Funding Recommendation of the 2012 Public Service Grants
- B. Other Business
- C. Citizen Comments

ADJOURNMENT

Please call Leslie McKnight, at 494-8651 or email lmcknight@ci.peoria.il.us for additional information.

**: OF THE CITY OF PEORIA, ILLINOIS:
HUMAN RESOURCES COMMISSION**

CALL TO ORDER

A Clarification Meeting of 2012 CDBG Public Service Grant Applications was held by the Human Resources Commission in the Twin Towers Building, 456 Fulton St., Suite 402, Peoria, Illinois, on September, 16, 2011, at 8:30 a.m. Chairperson Simkins called the meeting to order @ 8:30 a.m.

ROLL CALL

Roll call showed the following Commissioners were present: Katherine Coyle, Jim Hancock, Jay McCormick, Judy Oakford, Nancy Rakoff, Jim Simkins, Chet Tomczyk, and Estella Vallejo; Absent: Erica Baird.

Staff Present: Leslie McKnight and Linda Belcher.

Others present:

Lin McLaughlin/Amy Sickinger, Boys & Girls Clubs of Greater Peoria, Inc.

Pamela Perilles, CASA

Olga Becker, Center for Prevention of Abuse

Children's Home Assoc of Illinois

Connie Voss, Common Place Family Learning Center

Bill Adams, Community Workshop and Training Center

Antonio Lupscomb, Cornerstone Vocational Center

Chrystal Chaddock, Crittenton Centers

Michelle Spagbaur, Familycore

Kathy Cobb, Glen Oak Christian Church

Beth Reusch, Greater Peoria Family YMCA

Gred Woith, Habitat for Humanity

Cindy Gilmer, Human Service Center

Josh Beehtoar III, Peoria City/County Health Department

Sarah Fletcher, Sandy Arregoin, and Jeff Turnbull, Peoria Friendship House

Denise Conklin, Prairie State Legal

Norma Weaver, Glenavary Lucas, Salvation Army

C E Kohl, South Side Office of Concern

Laurita Dixon, Train Up a Child

Lonnie Whisler, Belinda Young, and Wayne W. Cameron, Tri-County Urban League

Kristin Lenover, Univ. of Pediatric Resource Ctr.

Abbie Tear, YWCA of Peoria

OLD BUSINESS

None

NEW BUSINESS**A. Conflict of Interest Disclosures Relating to the 2012 HRC Public Service Grant Applications**

Commissioners submitted written Conflict of Interest forms and stated conflicts of interest as follows:

Commissioner Katherine Coyle – None
Commissioner Jim Hancock - None
Commissioner Jay McCormick - None
Commissioner Judy Oakford - None
Commissioner Chet Tomczyk - None
Chairperson Jim Simkins – Community Workshop & Training Center
Commissioner Nancy Rakoff – Common Place
Commissioner Estella Vallejo – Boys & Girls Club of Greater Peoria
Commissioner Erica Baird - None

B. Clarification Meeting of 2012 Public Service Grant Applications

All applicants were sworn in by Ms. Belcher prior to giving a brief overview of their program activity and answered questions posed by Commissioners at the meeting.

Commissioners requested the following information from applicants at CDBG Clarification Meeting. Ms. McKnight will respond to these requests.

- Crittenton Center Crisis Nursery
Requested that they submit correct services and benefits salary line items.
- Human Service Center Emergency Response Center (ERS)
Said they serve 10% in Harrison Zone – if that % is significantly different she will let Leslie know.
- Southside Office of Concern Supplemental Housing Program
Budget show Housing Program running at a deficit. HRC asked that they submit correct budget figures to Leslie.
- Train Up a Child Homework Mastery
HRC requested that the budget be reworked and given to Leslie. Cost per person shown on pg 7 is incorrect since they stated they serve 100 in Peoria but was computed on 450. (There was also some confusion about \$50,000 shown as Community Foundation resources.)
- University of Illinois Pediatric Res. Center Child Abuse Victim Assistance Project
Harrison Zone 10%. If it is significantly different than that, notify Leslie.

Receive funds from DCFS. Children's Justice Grant thru DCFS – not shown on budget. Will have Carol contact Leslie with those figures.

C. Other Business

Commissioners mentioned that they had requested that a special meeting be scheduled prior to the next regular scheduled meeting of October 21, 2011. Since the Commissioners submit their rankings and evaluation sheets on October 3, 2011, a Special Meeting of the HRC will be scheduled for Friday, September 30, 2011, at 8:30 a.m. to allow discussion among Commissioners regarding the submitted CDBG applications.

Ms. McKnight informed the HRC that there have been changes in PCCEO staffing levels, not sure whether there would be actual changes to their program. The City had contacted them and the deadline for their response to the City was Monday, September 12, 2011 and there was no response from the agency. Ms McKnight indicated that options could be to withdraw the funds and re-program those funds to another activity, or retain the funds (\$1,817.51) back into the general CDBG funds.

Following a brief discussion, **A motion was made by Commissioner Coyle to withdraw the funds from PCCEO and return those funds to the general CDBG funds; Seconded by Commissioner Vallejo; Approved by viva voce vote.**

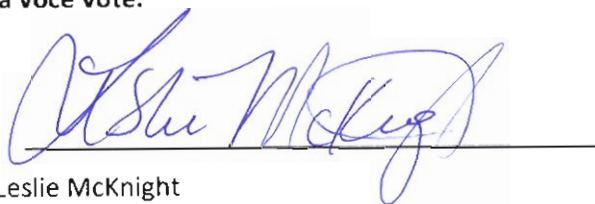
Ms. McKnight updated the HRC regarding the HEARTH Act. She indicated that HUD is still working on the HEARTH Act and that Staff's recommendation is to wait to release ESG process for grants until we receive those funds. The City has received the annual 2011 entitlement of \$84,000, however, when the HEARTH Act regulations are released, there is supposed to be another entitlement released for those funds.

D. Citizen Comments

None

ADJOURNMENT

A motion was made by Commissioner McCormick to adjourn the meeting at 12:33 pm; Seconded by Commissioner Tomczyk; Approved by viva voce vote.



Leslie McKnight

Community Development Manager

: OF THE CITY OF PEORIA, ILLINOIS:
HUMAN RESOURCES COMMISSION

CALL TO ORDER

A special meeting of the Human Resources Commission was held in the Twin Towers Building, PGM Department, 456 Fulton St., Suite 402, Peoria, Illinois, on September 30, 2011, at 8:30 a.m. Chairperson Simkins called the meeting to order @ 8:35 a.m.

ROLL CALL

Roll call showed the following Commissioners were present: Katherine Coyle, Jim Hancock, Estella Vallejo, Chet Tomczyk, Jay McCormick, Judy Oakford, Nancy Rakoff, and Jim Simkins; Absent: Erica Baird.

Staff Present: Leslie McKnight
Others present: None

OLD BUSINESS

None

NEW BUSINESS

A. Discussion of 2012 HRC Public Service Applications

Commissioners held a lengthy discussion concerning the agency applications submitted and observations from the overall process and application material. Some noted items include:

- Concerns regarding the allowance of budget modifications submissions after the clarification hearing.
- The need for further review of the evaluation form questions and assigned weights. All commissioners agreed that the Harrison Impact Zone should be better defined geographically. A suggestion was made to offer points (i.e. 5 points) to agencies that provide services in the Harrison Zone Area. Also, the evaluation questions regarding Council priorities and the City's Consolidated Plan are similar.
- Future discussions on more details in the application concerning collaborative efforts.

After the Commission's discussion of the 2012 grant applications and material, **Commissioner McCormick made a motion to excuse Commissioner Baird from the 2012 Public Service funding recommendations; Seconded by Commissioner Hancock; Approved 8 Ayes, 0 Nays, by roll call vote.**

** Per the City's legal department, the Commission has no authority to take such action.*

 L.M.

In explanation of the motion, Commissioner McCormick noted that Commissioner Baird was appointed to the Commission during the 2012 PS grant application process, and her absence from the past couple of meetings and lack of experience in evaluating public service applications for the City pose a concern regarding her due diligence needed in evaluations and scoring, especially in this complex funding cycle. Commissioner McCormick wanted it to be clear that this motion was made exclusively based on the timing of Commissioner Baird's appointment during the 2012 grant application cycle.

Immediately following the discussion, **Commissioner Hancock made a motion for Chairman Simkins to send a letter to past Commissioner Shirley Jones thanking her for her years of service on the Human Resource Commission; Seconded by Commissioner Oakford; 7 Ayes, 0 Nays, by viva voce vote.**

Chairman Simkins reported that he mailed past Commissioner Shirley Jones a card on behalf of the Commission.

B. Discussion of 2012 Emergency Shelter Grants

Ms. McKnight explained the status of HUD's release of the HEARTH Act. To date, HUD is modifying their federal system to accommodate the activities and regulatory requirements for the revised programs. The Commission held a detailed discussion on whether to release 2012 ESG applications in 2011 with the understanding that the eligible activities may change, or wait until next year (i.e. March) to release applications.

For further clarification on whether either option is feasible and the legal implications, **Commissioner Rakoff made a motion to inquire with the City's legal department to find out if the City has any concerns with releasing the application in mid year 2012. If the answer is yes, then proceed and release ESG applications this year with a caveat that final approval is subject to compliance with the HEARTH Act regulations; Seconded by Commissioner Coyle; Approved 7 Ayes, 0 Nays, by viva voce vote.**

C. Other Business

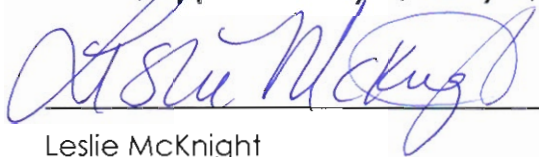
None

D. Citizen Comments

None

ADJOURNMENT

A motion was made to adjourn the meeting at 9:45 a.m by Commissioner Simkins;
Seconded by Commissioner Oakford; Approved 7 Ayes, 0 Nays, by viva voce
vote.



Leslie McKnight

Community Development Manager

*City Staff statement added to the HRC minutes per the direction of City Legal.