Community Action Board Meeting

DATE/TIME: Wednesday, October 23, 2019 – 4:00 PM
LOCATION: John Dimit Conference Room, Brookens Center, 1776 E. Washington St., Urbana, IL
CHAIR: Matthew Roeschley
VICE-CHAIR: Wednesday Medlen
MEMBERS: Matthew Roeschley, Kim Ruckman, Jim McGuire, Cindy Bell, Carol Bradford, Karen Carlson, Donna Kaufman, Jewel Kelly, Wednesday Medlen, Dick Norton, Joel Sanders, Chris Stohr, Lindsey Trout, Kathryn Woodcock

1. Call to Order, Roll Call
2. Approval of Agenda/Addenda
3. Audience Participation
4. Program Presentation
   A. Individual Service Coordination and I/DD Programs – Ms. Katie Harmon
5. Minutes
   A. Draft CAB Meeting Minutes – September 25, 2019 1) (attachment) p.2
6. Action Items
   A. Membership Removal Memorandum 1) (attachment) p.7
   B. Election and Vote for Chair and Vice Chair for 2020 CCCAB Committee
   C. 2020 Subcommittee Member selection
      i. CCCAB Recruitment Subcommittee
      ii. CCCAB Scholarship Subcommittee
7. Program Updates
8. Old Business
9. A. CAB Bylaws Subcommittee – status report
10. New Business
11. Adjournment
1. Call to Order, Roll Call
   A. Matthew Roeschley called the meeting to order at 4:07 PM.
   B. Tina Withers conducted roll call. A quorum was present by 4:21 PM.
      ii. Members Excused: Wednesday Medlen, Donna Kaufman, Chris Stohr, and Joel Sanders.
      iii. Members Absent: Kim Ruckman
      iv. Staff Present: Lisa Benson, Ashlee Salinetro, Jonathan Westfield, Maury Williamson, and Tina Withers

2. Approval of Agenda/Addenda
   A. Approval of the agenda was brought forward at 4:10 PM. The approval was bypassed as quorum was not achieved until additional board members arrived at 4:21 PM.

3. Audience Participation
   A. There were no audience members.

4. Program Presentation
   A. Youth Assessment Center
      i. Jonathan Westfield, Coordinator of the Youth Assessment Center (YAC) provided an update on YAC Services.
      ii. YAC does juvenile court diversion services for Champaign County youth between the ages of 10 and 17.
      iii. YAC is the primary center for intake, screening, and service connection for these youth and their families.
iv. YAC case managers screen the at-risk youth and link them and their families with the community’s support and restorative services.

v. The primary source of referrals to YAC are from the law enforcement. The referral provides an alternative to prosecution and to help prevent further delinquent activities.

vi. YAC works with several community partners including the Champaign County Community Coalition, Champaign County Sheriff’s Office, Champaign County State’s Attorney, Police Departments in Champaign, Rantoul, and Urbana, and the Unit 116 and Unit 4 School Districts.

vii. Mr. Westfield provided the committee with the YAC statistics for fiscal year 2018-2019. He discussed the steps being taken to get the word out to the community that YAC is available not just through police referral. Community referrals are welcomed.

viii. The annual Engagement target goal was 65% to 70% Engagement. For FY 2018-2019, the rate was 62%. The Engagement score is the percentage of youth who connect with a case manager and get linked to services. The 38% that do not engage are those youth who do not respond to our contact attempts.

ix. Mr. Westfield reported of those who engage, the majority are successful with services, especially those utilizing court diversion services.

x. Ms. Benson noted that YAC is a referral and linkage program. The YAC staff assess the client at YAC then referrals are made to community programs. YAC space is available for providers to engage with clients.

5. Minutes
   A. Draft CAB Meeting Minutes – August 28, 2019 *(attachment)*
      i. Motion to approve the meeting minutes for August 28, 2019 was made by Ms. Cindy Bell, seconded by Sr. Karen Carlson, and the motion carried.
         *Meeting minute review occurred at approximately 4:30pm; quorum was present.


7. Program Updates
   A. Ms. Benson introduced Ashlee Salinetro, who has filled the Program Manager vacancy we have had for the past several months. Ms. Salinetro will be over Community Services case management for the CSBG block grant which includes, No Limits, Homeless Services, and Youth Assessment.
   B. Ms. Benson informed the committee of the upcoming Moral Reconation Therapy (MRT) program. MRT is a way to decrease recidivism and increase moral reasoning and seeks to help youth make better decisions. More information will be forthcoming as this program continues development.
8. Old Business  
   A. CAB Bylaws Subcommittee – status report  
      i. This item has been tabled until the October 2019 meeting.  
   B. Membership Update  
      i. Ms. Benson reported that four current board members have terms expiring in December 2019.  
         1. Mr. Matthew Roeschley has been reappointed to the board.  
         2. Mr. Dick Norton has reapplied to the board.  
         3. Ms. Cindy Bell has reapplied to the board.  
         4. Ms. Wednesday Medlen’s term will expire in December and she did not seek reapplication.  
      ii. Ms. Benson welcomed Ms. Lindsey Trout to the Community Action Board. Ms. Trout is a new private sector member.  
      iii. Ms. Benson also noted there is still a Client Representative opening. Ms. Benson has received an application which has been forwarded on to the County Executive for consideration of appointment.  

9. New Business  
   A. 2019 Community Services Block Grant Modification\textsuperscript{2} (attachment)  
      i. Ms. Benson explained the FY2019 CSBG Grant Modification request to the committee. The Modification includes an increase in the FY2019 allocation along with carry over from FY2018. Funding will be used toward position restructuring and new positions devoted to supporting the existing work programs.  
      ii. Motion to accept the 2019 Community Services Block Grant Modification was made by Mr. Jim McGuire, seconded by Ms. Cindy Bell, and the motion carried.  

   B. 2020 Community Action Plan \textsuperscript{3} (attachment)  
      ii. Ms. Benson highlighted the updates for 2020.  
         1. Year 2018 statistical data has been added throughout.  
         2. Addition of a new work program – the Healthy Homes Initiative. This initiative will be a collaborative project with the University of Illinois, Carle, and RPC.  
         3. On-the Job Training Weatherization Program – a new program providing skills training (HVAC).  
      iii. Motion to accept the 2020 Community Action Plan was made by Mr. Jim McGuire, seconded by Ms. Carol Bradford, and the motion carried.
C. 2020 Community Service Block Grant Application (Work Programs and Work Program Budget) 41 (attachment)
   i. Ms. Benson presented the 2020 Community Service Block Grant Application which accompanies the 2020 CAP and includes work program detail and budget summary of funds information.
   ii. Ms. Benson noted that RPC Community Services has over 60 grants and contracts being managed. As an example, the work RPC Community Services does for Senior Citizens is funded in part by CSBG and receives additional grant to support that project. Ms. Benson cited other examples of local support offered toward RPC program.
   iii. Motion to accept the 2020 Community Service Block Grant Application was made by Sr. Karen Carlson, seconded by Mr. Dick Norton, and the motion carried.

10. Adjournment
    A. Mr. Roeschley called for a motion to adjourn the meeting. Motion was made by Mr. Dick Norton and seconded by Sr. Karen Carlson. The motion carried and the meeting was adjourned at 5:07 PM
Memorandum

TO: Champaign County Community Action Board
FROM: Lisa Benson
DATE: October 23, 2019
RE: Kim Ruckman- resignation by default

The Champaign County Community Action Board (CCCAB) Bylaws, Article V – Resignations, Absences, and Vacancies; Section 2 states, “A member will be considered to have resigned if s/he has three consecutive absences from regularly scheduled CCCAB meetings without cause. Prior Notification to the CCRPC is required for cause.”

Ms. Kim Ruckman, at-large member; Champaign County Board Appointee, representing the client sector has missed more than three consecutive absences from regularly scheduled CCCAB meetings without cause in 2019. Several attempts to contact Ms. Ruckman have yielded no response. Therefore, Ms. Ruckman’s consecutive absences from the meetings scheduled on 5/22/2019, 8/28/2019, and 9/25/2019 will be considered her resignation effective September 30, 2019.

Staff recommend that the CCCAB accept the resignation to open the Client Sector member seat for a new appointment.