CALL TO ORDER

The Regular Meeting was held by the CDBG Public Services Advisory Commission virtually using the GoToMeeting application on April 17, 2020, at 8:30 a.m. Chairperson Patrick Kirchhofer called the meeting to order @ 8:32 a.m.

ROLL CALL

Roll called showed the following Commissioners were present: Kimberly McGhee, Mark Brown, Catherine Cross, Ms. Farrell Davies, Brittney Ferrero, Lisa Fuller, Alexander Ikejiaku, Patrick Kirchhofer, Brett Kolditz, Judith Oakford and Janice Zagardo. Absent were Shandra Bond and Sherry Cannon.

Staff present: Cassie Belter and Abigail Youngblood

MINUTES

The minutes for the February 21, 2020 meeting were reviewed.

MOTION:

Commissioner Oakford moved that the minutes be approved. The motion was seconded by Commissioner Ikejiaku. Approved unanimously by viva voce vote 11-0.

NEW BUSINESS

A. Proposed Renaming of Commission

Staff Member Belter announced the proposed renaming of the Human Resources Advisory Commission to the CDBG Public Services Advisory Commission was approved by City Council on Tuesday, April 14, 2020.

B. Statement of Economic Interest

Staff Member Belter informed the Commissioners a Statement of Economic Interest from Peoria County was previously required by Commissioners to complete but is no longer.

C. 2020 Priorities Survey Results

Staff Member Belter presented the 2020 Priorities Survey Results taken by Commissioners during the February 21st meeting. Commissioner Kirchhofer stated there was a large drop off between the fourteenth and fifteenth priority topics. Commissioner McGhee clarified that a suggestion was made to select the top ten priorities.

Staff Member Belter requested to table this discussion for a later time due to the new circumstances surrounding new funding the Commission will be receiving.

Commissioner Zagardo requested to see the results compared to organizations previously funded. Staff Member Belter stated the data presentation from the meeting on February 21st contained this data for the past five years, but she would resend the data.

D. CDBG-Coronavirus Funding

Staff Member Belter informed the Commissioners the City of Peoria has received additional CDBG funding for Coronavirus. Staff Member Belter explained the City of Peoria is receiving $1,087,562 in
CDBG-CV funding to prevent, prepare for or respond to COVID-19. The 15% cap typically placed on Public Service funding has been removed for CDBG-CV funding, along with 2019 Public Service funding and 2020 Public Service funding.

Staff Member Belter stated that the Grants Department is unaware of when Peoria will receive CDBG-CV funds, so using 2019 CDBG money that has already been received is an option for the time being. Additionally, there is not yet much guidance from HUD on how funds can be allocated.

Staff Member Belter informed the Commissioners the City of Peoria received additional Emergency Solutions Grants (ESG) funds which are used specifically for homelessness caused by the Coronavirus. The group responsible for disbursing those funds, Home for All Continuum of Care, sent a survey out to organizations that could utilize these funds to examine their needs.

Staff Member Belter explained the Community Development Department would like to survey Public Services providers to examine the needs of the community regarding CDBG-CV funds. It is the hope of the Community Development Department that CDBG-CV funds will be allocated like annual CDBG Public Service funds with a similar, yet simplified, application process.

Staff Member Belter clarified in previous years the Commission has only funded salaries and benefits, which is not a HUD regulation, so it is possible to fund other expenses.

Staff Member Belter gave examples of Public Services eligible to be funded, including: health services (testing and diagnostics), increasing capacity of existing health care facilities, job training specifically for health care specialists in infectious diseases, Meals on Wheels and food banks, domestic violence and child abuse, and mental health services.

Commissioner Davies inquired about speaking with 2-1-1 to examine Public Service needs in the community. Staff Member Belter ensured Grants Department Staff would speak with 2-1-1 to collect information regarding community needs. Commissioner Oakford suggested contacting the United Way as well.

Staff Member Belter stated there are many Public Service organizations eligible to receive funding; therefore, it has been debated how best to disseminate a survey throughout the community. Ideas included emailing Public Service organizations, putting the survey on social media, and putting the survey the City of Peoria website. Commissioner Fuller requested to email the Commissioners the list of organizations so they could add organizations as needed.

Commissioner Davies requested to add if organizations were receiving funding from elsewhere on the survey.

Staff Member Belter reiterated CDBG-CV funding would have to show an increase in services or a change in services in order to qualify.

Commissioner Kirchhofer questioned the percentage of CDBG-CV funding the Commission would be responsible for. Staff Member Belter explained it would be City Council’s decision, and a portion of it will be used for an Economic Recovery Program.

Commissioner Fuller questioned if the Commission would receive $230,000 as usual for 2020. Staff Member Belter informed the Commission CDBG-CV funding is a separate funding allocation; therefore, CDBG funding for 2020 would still occur.

Commissioner Kirchhofer noted most organizations the Commission funds currently are not operating their programs as they typically would.

Commissioner Davies inquired if CDBG-CV funding was used for purposes other than salaries and benefits, would the Commission need City Council’s approval. Staff Member Belter explained it will be a Commission decision.

Commissioner Zagardo inquired if the minimum and maximum funding allocations are a Commission or City Council regulation and if City Council will have to approve the Commission’s decision. Staff Member
Belter stated the minimum and maximum allocation is a Commission decision, and it can be finalized during the application process. Commissioner Kirchhofer explained that previously, City Council has followed the Commission’s recommendations.

E. 2020 Public Service Subrecipients

Staff Member Belter provided feedback from current 2020 Public Service Subrecipients after first quarter reports were due April 10th. Most programs had asked for extensions due to the inability to receive files from their office or to maintain typical program operations. Program monitoring will likely be suspended for this summer and there is a concern goals will not be met and funding will not be utilized.

Staff Member Belter stated the Commission could use a two-year rotation for these funds and use percentages of current funding to determine 2021 CDBG funds.

Staff Member Belter expressed concerns if organizations are working on Coronavirus funding application, CDBG Public Service applications may be burdensome. Some non-profits are currently concerned about continued funding, so this could help ease worry.

Commissioner Fuller stated some programs may not return to typical functioning until 2021 and would like to see the Commission challenge the organizations to provide their services in response to this “new normal.” Commissioner Davies stated there’s a possibility they may have to change their functions without it being too burdensome.

Staff member Belter stated the Commission could give recipients until the end of 2021 to spend their funding and could also develop a process the recipients must complete to earn CDBG funding for 2021.

Commissioner Davies inquired about funding staff members that have been laid off. Staff Member Belter explained that, since all payment is reimbursement-based, there would simply be no expenses for the City to reimburse.

Commissioner Kirchhofer inquired about the potential uses of additional funds that may not be reimbursed to organizations. Staff Member Belter explained that leftover Public Service funds typically go back to fund other CDBG-eligible projects so the 15% cap is not reached. However, since there is no cap for 2019, CDBG-CV, or 2020 funds, City Council may decide to recycle funding for 2020 Public Services.

Commissioner Zagardo seconded Commissioners Fuller and Davies ideas behind challenging the organizations to discover a way to provide services to the population through creative ways. Commissioner Zagardo expressed the Commission could assist organizations by taking some of the administrative burden off but was unsure how to assist or challenge the organizations.

Commissioner Fuller stated having a conversation with United Way may be useful as they have grant based funding.

ADJOURNMENT

MOTION:

Commissioner Fuller moved that the meeting be adjourned. The motion was seconded by Commissioner Kolditz. Approved unanimously by viva voce vote 11-0.

The meeting was adjourned at 9:18a.m.

Meeting minutes prepared by:

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Abigail Youngblood