

**Two Rivers Regional Council on Public Officials
Governing Board Meeting
Minutes for 4/12/18**

Call to Order: Max McClelland called the meeting to order at 7:11 PM and roll call was taken. In attendance were Theresa Bockhold, Ryan Niekamp, Rebecca Weed, Peggy Perry, Kaye Iftner, & Max McClelland. Staff in attendance were Mike McLaughlin, Lisa Garner, Becky Pruden, and Jeremy Oshner.

Approval of Minutes from Prior Board Meeting: The minutes for previous meetings were presented. Ryan Niekamp motioned to accept the minutes and Theresa Bockhold seconded the motion. The motion passed unanimously.

Executive Director's Report: Max McClelland called for the Executive Director's report. Mike started his report by listing all the meetings he has attend since the last meeting. Then he presented his official resignation from Two Rivers as Executive Director.

Peggy Perry motioned to accept the resignation and Ryan Niekamp seconded. Motion passed with Peggy Perry opposing the motion.

Mike has been making a list of thing in order to work with the new Executive Director once a decision is made.

Theresa asked about the burglary and Mike gave an update on that issue. Mike then went on to notify the board that both of the trailers down stairs had been broken into and all of the weatherization tools had been stolen. No files had been taken. He is going to take measures to fix up the trailers. Mike then went to discuss the trailer at Sisbro that has some Two Rivers items in it.

Max McClelland called for a motion to accept the Executive Director's report. Ryan Niekamp motioned and Rebecca Weed seconded. The report was accepted unanimously.

Financial Report: Max McClelland called for the Fiscal Report. Lisa went on to talk about some monies owed to the Reachout. All numbers presented were actual numbers. She then went on to talk about GATA training. Kay asked about the money at the Reachout. She wanted it clarified that the account would increase by \$50,000.

Max McClelland called for a motion to accept the Fiscal Director's report. Ryan Niekamp motioned and Rebecca Weed seconded. The report was accepted unanimously.

General Departments & Program Reports: Max McClelland asked for the Department Reports. Mike McLaughlin read a letter acknowledging the good work that Becky's department has been doing with increased numbers.

Becky Pruden went on to report the remaining funds and how they will be taking applications. She thinks that they will be able to go through the middle of May. She acknowledged the hard

work of her staff. She went on to talk about the number of applications for LIHEAP that have been taken so far. She discussed the Ameren grant and that Adams was added to that list. She applied for a new Ameren grant and it was awarded \$22,500. She asked for 10% admin and it was approved. She then went on to discuss Reachout. She reported that it was closed for a couple of days in order to clean up the store. A lot of items were given to the Salvation Army in Jacksonville. She reported that the food pantries are going strong. She then said that the activity group is growing. Schuyler County will be using the Two Rivers van to take kids to Bonkers. The shelter program is over. Peggy asked about the increased numbers for the Pike shelter program. Becky said they were in need for longer stays in Pike and it cost more to shelter in Pike County. Becky then reported that she applied for some new United Way grants. The IS survey was submitted earlier this year. The state tech for weather was here recently and they have looked at a couple of houses. Things are going well with that inspection. The average is \$16,000 per house for weatherization. The scholarship program is now open for applications through the end of May. Ryan then asked about the scholarship and there was discussion on that opportunity.

Becky then reported that there were some issues with the building in Pike County and Rachel has checked on some bids. Mike suggested that we might get a structural engineer. Peggy motioned that if the cost was under \$500 and Ryan seconded. Max McClelland called for the vote and the motion carried unanimously.

Max McClelland then suggested that the county or city engineer might be able to look at it, but Kay didn't think he was qualified for this. Mike was going to check on this.

Becky said they had a monitor for LIHEAP and there were no big issues. She then reported that Ameren is launching a new program that she and Lisa will be looking into this next Tuesday at an information meeting. She's not sure it will be a good opportunity for Two Rivers.

Max McClelland asked for the Workforce Development report.

Jeremy reported that things were going as usual for WIOA. He also gave an update on the ACER program and how that was going. Workforce is partnering with Gary Farha, the Adams County Probation Office, IDES, & JWCC. Ryan Niekamp had some questions about how that was working out and Jeremy gave further details on that program. It was then reported that the department has obligated \$242,295.67 in training dollars. This covers tuition cost, fees, books, and support services such as mileage and childcare.

Jeremy then went on to discuss Trade Act and how that was winding down at the end of this semester with the Trinity employees. It was then reported that the department has obligated \$74,194.34 in training dollars. This covers tuition cost, fees, books, and support services such as mileage and childcare. Max McClelland asked what the differences were for WIOA and TAARA and Jeremy explained the differences in the eligibility for those programs.

Jeremy then went on to discuss the SNAP & TANF programs for the department. He reported that things were going well and gave an update on the number of referrals for the programs. Jeremy then indicated that we have provided \$5,586 for SNAP and \$7,686.83 in supportive services for our DHS clients.

Jeremy then reported on the EPIC program and gave the update on that. He indicated that the program was going to end in June of this year, but it has been extended through February of 2019. It was then reported that the Two Rivers has spent \$11,270 in training, \$1,167.33 for supportive services, and \$5,207.50 in work experience so far during this program year. Kay Iftner then asked how we are going to recruit more clients for this program since the report indicated those referrals won't be coming from DHS. Jeremy said that he was tasked with coming up with a recruitment strategy on how Two Rivers was going to proceed with outreach and recruitment. Jeremy had submitted the plan earlier in the week and at a statewide EPIC webinar on Wednesday it was reported that Two Rivers was one of only three agencies in the state that had submitted their strategy.

Housing was reported next and Jeremy indicated that there were 32 families in the program right now. The department has also recently started up the housing counseling program again. The program has provided \$156,800 in rent assistance so far in this program year.

Jeremy then went on to discuss the SNAP to Success program opportunity that Two Rivers has with the Marion Gardner Jackson Grant funds. He has a meeting with the state representatives for SNAP to Success next Tuesday and a tour of JWCC.

The report moved on to the One-Stop Operator and how the Quincy Workforce Center and Two Rivers have partnered with Member's First Credit Union to provide financial literacy workshops for the individuals in our communities for free.

Jeremy ended his report with a staff update. He reported that Brooklyn Whelan started on 4/10/18. She was hired to replace the position I vacated when Howard retired. She has been hired primarily to be the Adams County WIOA Career & Employment Specialist. She will be cross trained in the near future for all programs.

Mike presented the Community Development report. There was discussion on the delinquent loans. Gentman Florist has submitted a buyout for the loan. There is one more vote needed from that committee for that approval. For community development Mike indicated that he and Charles were in Springfield for a couple of days for the Illinois Institute of Rural Affairs on the Economic Resiliency Plan. Mike and Charles attended the Pike County Economic Development meeting. Charles and Mike have been working on the EDA planning grant and Two Rivers will now be able to apply for that for three years.

Ryan acknowledged all of the work for the port authority and its potential to help the community. There was some discussion on this.

Charles recently met with the Illinois Waterway Coalition for a planning session. The Market Study for the Mid-America Port is expected to be completed in 30 days.

Kay asked about the CEDS plan being submitted. Mike said it was finished and now it just needs printed. Kay then asked if there was a completed resilience plan and Mike indicated that was not done as of yet.

Max McClelland called for a motion to accept the department reports. Ryan Niekamp motioned and Rebecca Weed seconded. The motion passed unanimously.

Max McClelland called for the personnel report. Mike reported that the committee did meet earlier. They have decided to do an interview with all internal candidates. The interview will be Saturday the 28th of April. Mike said he would work with those individuals to schedule interviews. The position will also be put on Indeed. Rebecca Weed said she had nothing else to report for the personnel committee.

There was no finance and building report.

General Meeting Discussion: Peggy asked if there was anything that needed to be considered for the office with the location at IDES. Mike reported that there is a new lease agreement through the foundation. Ryan asked how much the rent was. It is \$4000 per month. There was discussion on what WIOA pays for the rent for the space that the WIOA grant uses.

Ryan Niekamp moved to give John Heidbreder the ability to sign off on that agreement. Becky seconded and the motion passed unanimously.

For old business, Mike McLaughlin reported that there was no old business.

The meeting moved on to other business with the resolution for application for the EDA grant.

Kay motioned to accept the resolution and Ryan seconded. The motion passed unanimously.

Mike then discussed that his insurance goes through the end of June and he leaving at the end of May. Mike would like to continue paying his part through the end of June.

Kay Iftner moved to extend the insurance for Mike McLaughlin through the end of June and

Ryan Niekamp seconded. The motion passed unanimously.

There was no public input.

There was no executive session.

Adjournment: Kay Iftner motioned to adjourn the meeting and Rebecca Weed seconded that motion.

Meeting adjourned at 8:16.

Respectfully Submitted,

Theresa Bockhold, 2018 Secretary/Treasurer

p.p. Jeremy Oshner, Workforce Development Director

