

Two Rivers Regional Council of Public Officials
Governing Board Meeting Agenda--10/10/19-MINUTES
Schuyler County Office, 233 N. Congress, Rushville, IL 62681
6:00p.m.-7:15pm (updated 10/10/19)

6:43pm-6:58pm

Call Board Meeting to Order/Welcome/Introductions –Rebecca Weed

- **Agenda Changes-Time was adjusted due to late start to meeting. No other changes were presented.
- **Charles Bainter made a motion and was second by Steven DeMoss to Approve the Minutes from July Board Meeting. Motion carried
- Chairman's Report- none.
 - Board Grid
 - Board Member Resignation- Chuck Northcutt resigned.
 - *Board Secretary Selection- Diana Halmick agreed to assume the board role of secretary. General consent of the board. No vote necessary.

6:59pm-7:25pm

Executive Director's Report – Tamitha R. Ague (motion needed)

- Office Update
 - Organizational Chart – Becky Pruden will not be doing the weatherization program. She will be doing community services only. Earl Bricker will be retiring and leaving Two Rivers Community and Economic Development section of the agency on Dec. 31, 2019. He has agreed to continue his contract with the agency per the agreement until another individual is found to replace him. Charles Bell and Tamitha are working on a plan for hiring for both Earl's and Charles' positions by the end of 2019 or the fiscal year of 2020. They are trying to have at least one hired by November 1.

**Vision/Mission/Values/Strategic Plan- built teams, plans 1,2,3, were set up. This will be in place for the next three years. Once this is pass, we will cover this at each board meeting. Chet Esther made a motion to approve and was second by Diana Halmick. Motion carried.

IDES/TRRC sublease & cubicle update – the state has agreed to allow TRRC to remove 6 cubicles. TRRC will have to pay for installation and clean up and the state will assist with coordinating it.

Reach Out Parking Lot Update from Pike County Board- Pike County has not provided a reply to TRRC's letter regarding the Parking Lot. Tamitha will work with Derek Ross on following up with this request.

Foundation Annual Report to State-Completed

HR--Elite Solutions (Online Courses) – Jeremy Oshner reported this will be good staff components for team and skills building.

Staff Meeting-Oct. 24-ReachOut, Pittsfield- Quarterly staff meetings. Road trip to the Reach Out next month as many staff have not been to this agency location.

MOU with Quanda-Quincy- building a partnership with them

Rural Development's Housing Preservation Grant (HPG)- Money returned to grantor.

Fundraising: Dec 7, 2019-8am - 10am-Applebee's Pancake Project- Sell tickets for \$5.00 each. Kohls retail store will be helping by having 5 employees work so we will get a \$500.00 donation for the fundraiser.

Charles Bainter made a motion to approve the Executive Director's Report. Steven DeMoss seconded. Motion carried-

7:26pm-8:06 pm

Agency Department Reports (motion needed)

- Financial Report--(June, Sept 2019) Financial Report--Rachel Rabe- no report printed, it was emailed to Board members due to the timing of the meeting and currently in the agency annual audit review, asked for any questions, none at this time. Will contact Rachel if needed.

FY18-19 In-House Audit Completed--Presentation at Jan. 2020 meeting

- Community Action/REACHOUT – Becky Pruden – reported on her calendar of events. LIHEAP lost two employees. Furnace program funds are hard to implement, due to its criteria and state regulations. Steve DeMoss will talk to Tamitha tomorrow concerning this. Brown

County received 500 pounds of potatoes. Reach Out is doing well. Looking forward towards Pike County Ladies Night Out annual event. Scholarships were awarded. Ameren event \$52,000.00. We received \$24,500.00 to get out within 24 hours.

Tracy Family Foundation School Supplies Program--Request for Grant Variance Granted
2018 CSBG TRRC Monitoring Letter-Information purposes to the board

***Housing Resolution--Board agreed to the resolution. The Illinois Housing Development Authority--a resolution in support of a grant application. Chet Esther made a motion to pass and second by Mark Sprague

Weatherization (WX) – Becky Pruden

Transitioning for FY20--Becky will transitioning this program over to a new Weatherization Coordinator/Director upon hire with the agency. Weatherization will become its own department once the new Director is hired.

- Workforce Development (WIA) – Jeremy Oshner gave his report. SNAP program has changed. Social media is working well. Reported on staff changes. Some board members received a PY 2019 Impact Report. A snapshot report of workforce development.

Department Impact Report--Finalized-Excellent document for grants and potential donors.

- Community Development (CD) /Revolving Loan Fund (RLF) –Charles Bell/Earl Bricker- not present. Written report submitted.

Casey's Building Sale-Mt. Sterling, IL- Bill Davis, Versailles, IL--Update--In process and hope to have it completed soon.

Department Transitioning for FY20-Housing and Weatherization in process

EDD Administrative Fees Process Meeting-Darrin -Federal requirement. Tamitha will work with coordinating this meeting for EDA and the county board of the district.

8:07pm-8:10pm

Old Business

- Personnel Committee Update-Rebecca Weed--Final draft of the Agency Personnel Standards were presented to the board from the Personnel Committee. It was requested for the board to review and contact Tamitha by the upcoming week with any changes. Diana Halmick asked for a attorney to review and then contact the board members for final approval for publishing.
- Foundation Update--Max McClelland-no report
MECO Letter regarding Bid Adjustment for ReachOut Sent

8:11pm-8:12

Public Comment & Announcement Section--Open

8:14pm

Steven DeMoss made a motion and Charles Bainter second to Adjourn. Motion carried

- **Next Meeting Date: Thursday, January 9, 2019; Two Rivers Regional Council of Public Officials-Main, 107 N. 3rd, Quincy, IL 62301

Respectfully Submitted Acting Meeting Secretary,
Theresa Bockhold