

# **TRRC Governing Board Meeting**

## **Minutes for 8/10/17**

Max McClelland called the meeting to at order at 6:03PM and roll call was taken. In attendance were Theresa Bockhold, Max McClelland, Peggy Perry, John Heidbreder, Ryan Niekamp, Jed Parn, Rebecca Weed, and Derek Ross. Staff in attendance were Mike McLaughlin, Lisa Garner and Jeremy Oshner. Chairman declared a quorum present.

Mike told the board that there were no minutes from the previous meeting due to the staff being very busy since the last meeting. Those meeting minutes will need to be approved at the next meeting. Staff were looking for state employee files that received services from TRRC. He finished opening remarks with letting the board know that Tom Mueller had been laid off from Weatherization and that another agency would be contracted for those services.

Max called for the Executive Director's report. Mike indicated that an agency Ford Explorer had AC issues that could potentially cost over \$1400. He also said that he talked with an attorney on the building purchase situation and a law suit TRRC had been involved with recently. TRRC prevailed in the suit. Mike also let the board know he had been having several meetings with Blanche Shoup for WIOA & CSBG.

Mike Lansing did an inspection on the Mt. Sterling building. TRRC now has a contract for the Quincy Business and Technology Center to manage the facility starting out at \$30,000 for the first year with an option for more money in the three-year agreement.

Ryan Niekamp moved that report be accepted and Jed Parn seconded. Motion passed unanimously.

Max McClelland asked for the Fiscal Report. Lisa showed the balances as of the end of July. There was some money that had to be paid back to IDHS that the auditors had asked about. It was money not able to be spent in time for the program involved. The agency was not able to spend down. There was discussion about what the "flood donations" account was and it was told that the account was for donations to TRRC, but called that from previous years.

Ryan Niekamp motioned that the report be accepted and Theresa Bockhold seconded. The motion passed unanimously.

Max McClelland then asked for Department Reports. There was no Community Service report available due to Becky going on vacation. It was discussed that Weatherization was being closed out and that we would still be closed on Fridays through September since no LIHEAP money would be available until October 1<sup>st</sup>.

Jeremy Oshner gave the Workforce Department report. He discussed all Workforce programs. Verbal commitment had been given for both DHS Grants and the WIOA grant. Then Jed Parn asked what it would take to stay open on Fridays next year. Mike and Lisa both indicated that

more state money would help that situation. The department has changed the way it is doing intake for the SNAP E&T Program to meet performance goals. EPIC should be coming to an end by the end of the year or early next year. A special note was made that Lisa McDonald had created an internal form that the state agency liked so much it took the form to distribute to the state for the EPIC program contractors. The Housing Audit was done that day and things went very well. It might be possible for TRRC to get more units and be its own entity outside of IACAA in the near future. SNAP to Success is a potential in the future for the agency to grow the funds and services for those receiving SNAP benefits in Illinois. Funds must originate from a non-Federal source for this opportunity. Jeremy mentioned that things were going well for the WISE Consortium as the One-Stop Operator. Most recently free computer classes were setup through Digital Disciples for the One-Stop customers.

Mike gave the Community Development report. It was reported that TRRC had entered into a 3-year contract with the QBTC. TRRC was also able to tap into a grant Iowa did for the Mid-America Port for \$50,000 from IDOT. The revolving loan fund is still frozen.

Max McClelland asked for a motion to approve the reports. Ryan Niekamp moved that reports be accepted as given and Rebecca Weed seconded. The motion passed unanimously.

Max McClelland moved on to the Personnel Report. Mike indicated nothing to report other than Tom being laid off which was discussed earlier. Rebecca Weed asked if he would be replaced. It was discussed about the contract for another agency to complete those services. There was discussion of this process and Mike indicated it would cost the agency less money for this process.

Max moved on to Finance & Building.

Mike said we should move on to Old Business.

Mike Lansing had done an inspection on the building in Mt. Sterling. The Executive Director indicated that it would be in the best interest of the agency to look into the purchase of the building further. There was lengthy discussion on the issues with the building and who should be responsible for addressing the multiple issues. Rebecca Weed and Peggy Perry indicated they saw validity of the issues that were reported from the inspection. Jed told the board that the Casey's Building could be sold and he had 3 individuals asking for the sealed bids. Jed then mentioned that the employees want to stay in the current building. Peggy wanted to know who did the inspection of the Casey's building and it was reported that no inspection has been done on the Casey's building. Peggy Perry wanted to be on the record that she was for the board and stewardship of the Council. Peggy then said that she thought that there should be an inspection with Bruce McCulloh, who is a contact of Jed's, should be completed.

Mike McLaughlin then discussed the rent paid by Mass Transit. Mass Transit rents space in the building from TRRC but pays an additional \$250 to Mr. Thomas for the property located in Mt. Sterling building. TRRC only receives \$125 rent from Mass Transit.

At this point, there was some discussion on prevailing wage.

There was some lengthy discussion on quotes for the buildings for inspections and remodel.

Following this discussion, Ryan Niekamp motioned that more inspections be done on both buildings. Rebecca Weed amended this motion to include that the agency get firm numbers for cost of fixes and potential remodels. John Heidbreder amended that motion to include language to indicate that Mike and others draw up internal layout for the Casey's be completed. Peggy Perry then amended that the motion on the table not exceed \$1500 for inspections for both buildings. John Heidbreder seconded this motion. It was put to a vote and passed unanimously.

Rebecca Weed left after this motion passed.

The Foundation would discuss the inspection and building issues at the next meeting.

After more discussion of the building issues Jed Parn agreed to make contacts to assist Mike McLaughlin to start the process of getting inspections done.

Max McClelland moved the meeting onto New Business.

Closing on Fridays for September due to lack of funding. Peggy asked if funding could lead to potential layoffs. The Workforce Director indicated layoffs could be a potential issue in one area.

There was no public input.

There was no executive session.

Max asked for a motion to adjourn and Ryan Niekamp motioned and Theresa Bockhold seconded the motion.

Meeting adjourned at 7:48PM.

Minutes respectfully submitted by Jeremy Oshner.

Signed Max McClelland, Max McClelland, Chairman

Date 10/12/17

Signed Theresa Bockhold, Theresa Bockhold, Secretary

Date 10/12/17