

TWO RIVERS REGIONAL COUNCIL OF PUBLIC OFFICIALS
GOVERNING BOARD MINUTES
LOCATION: PITTSFIELD OFFICE
120 S MADISON
JULY 13, 2017

Board members present:

Kaye Iftner
Theresa Bockhold
Jed Parn
Max McClelland

John Heidbreder
Peggy Perry
Rebecca Weed

Board members not present:

Ryan Niekamp
Chris Billingsley

Patrice Mills
Derek Ross

Others present:

Michael McLaughlin
Jeremy Oshner

Becky Pruden
Michelle Gates

Max McClelland called the meeting to order. Roll call was taken by Becky Pruden and a quorum was declared.

The minutes were reviewed; Jed Parn made a motion to approve the minutes, 2nd by Becky Weed, all ayes, motion carried.

Director Report

June 9th was the first Friday we were closed for the summer months

Weatherization had a monitor here for 3 days; the report came back good from the visit

Kaye asked what the Quincy Business Technology Center QBTC is. Mike explained the agency's role at the QBTC; Mike and Charles have made an offer to them and they should give us a formal agreement soon.

John Heidbreder asked if anyone can move the Port Authority forward. Mike and Charles have been in meetings at Klingers

Max McClelland asked for a motion to approve the Executive Directors report. 1st by Jed Parn, 2nd by Becky Weed. All ayes, motion carried.

Fiscal Report - Lisa Garner is in Las Vegas at a meeting; Mike gave the report. The funds borrowed from the REACHOUT have been paid back. Kaye asked about the amount in the EDA fund. Mike stated the consolidated account will go down once we pay weatherization contractors. Mike stated the revolving loan funds are frozen and we can't do anything with them. Max McClelland asked for a motion to approve the Fiscal report; 1st John Heidbreder, 2nd by Theresa Bockhold; all ayes, motion carried.

Community Services report - Becky Pruden gave the report. The LIHEAP grant ended in May, the new program may be pushed by to October when we start it backup in the fall. The PIPP program is still unsure of right now for any new clients. We will be able to recertify those that are on the program.

We have started taking applications for the Warm Neighbors/Cool Friends program in Adams County. Susan Sams from the Ameren Foundation came to meet with Becky and it was decided to add Adams County to the program. We currently run the program in Brown, Schuyler and Pike.

We received the Ameren Grant in the amount of 55,000.00 and we have begun spending those funds

The REACHOUT is doing great; Rachel does a great job. She made new signs and re-did the way she displays some of the clothes.

The food pantries are still going strong. The fact that we closed the pantry in Pike due to closing on Fridays has affected the numbers. On Monday when we re-opened we had 87 pantries which made it hard to keep up.

Brown County Activity Group is slowing down for the summer; we had a pool party and 29 kids showed up with their families. Schuyler County Big Buddy day is going to Bonkers soon and will use the van. They plan to have a pool party when the new pool opens and we will sponsor it. The age range is 5-14; one of the older kids who is now out of the group comes back and helps out when he can. He had been a part of the group since he was about 7.

We have been notified that we received funds from the Brown County United Way and Schuyler County United Way

We partnered with Ameren again this year and gave away 50 window air conditioners to at risk households. They went very quick; all counties receive the air conditioners.

The annual CSBG meeting was held in Springfield. There are documents that the agency has to put in place due to the organizational standards. The last Strategic plan is dated 2008 and needs updated. They expect the board members to be involved.

We now assist Griggsville Perry with the snack pack program similar to the Pikeland Snack pack program; we are the fiscal agent. They can purchase food through the Central Illinois Food bank under our 501 C3. It is now a part of the CSBG work programs

The LIHEAP and Weatherization Implementation plans have been submitted for the New Year.

We have jobs in Weatherization to pay to close the program out.

Workforce Development Jeremy Oshner gave the report. The Employment retention program was a success. They are followed for a year to see if they are still working. Trade Act, still working with Trinity Industries. There were 25 people enrolled in the program, 16 are still working. John Heidbreder asked if we have an internal process when someone comes into the program. Jeremy explained they have to take a math and reading test to see where their abilities are.

SNAP – Still taking referrals for those programs; last year there were 475 referrals. The new grant has been submitted.

TANF – Since the last meeting 8 people were referred. The billing for June was 20,300.00. The new grant has been submitted.

EPIC program is a pilot program might end in December. We currently have 12 active clients; 2 individuals have been hired

The housing program has 30 people currently

Our office has been certified a One Stop. Kaye asked for clarification of the One Stop. The building we are currently in has been certified as the One Stop. Partners are IDES, (unemployment office), WIOA, Department of Rehabilitation Services, Adult Education (John Wood) are the core partners. Referrals are made for services.

Community Development Mike gave the report. The delinquent loan report hasn't changed. No change to Big River Fish; Jed Parn stated he thinks Gentman Florist should be written off. The Crider Construction loan is with the attorneys.

The Comprehensive Economic Development Strategy was submitted to the Economic Development Administration by the due date. Morgan county was an active participant; the next CEDS Committee meeting will be held in that part of the TREDD.

The agency assisted the Mid-America Port in updating their website

The agency is working with the Quincy Business and Technology Center QBTC and an agreement is being negotiated. Kaye Iftner asked what this means for the agency and if we have to staff it; Charles Bell is going to be located in the building and once an agreement is reached the agency will be paid to administer it.

The agency is assisting the Mid-America Port in a 26 county marketing and infrastructure study

The CEDS committee is reviewing and making recommendations to IDOT on critical freight corridors. The counties will have to identify traffic congestion to go on the State plan so Illinois can get more dollars. Kaye Iftner asked why there is such a small turn around with little time to respond. Kaye asked about the CEDS meeting that was cancelled in June and when the next meeting will be.

Max McClelland asked for a motion to accept the department reports. Motion made by John Heidbreder; 2nd by Becky Weed. All ayes, motion carried.

Personnel Committee – No report

Finance /Building Committee Report – A discussion on how to pay for the current building was held. Peggy Perry asked about the purchase of the building. She was informed that the Foundation made a motion to sell the Casey building already at the last meeting. Jed Parn referred to the fiscal report which shows the Foundation has 91,000.00 which is the Hampshire building. The discussion at the last meeting was to split between the Foundation and the REACHOUT. The asking price is 105,000.00. Rent is 1200.00 in Brown County and West Central Mass Transit pays rent. We can ask additional rent from WCMT.

Jed Parn made a motion that 55,000.00 be taken out of the Hampshire building; 50,000.00 from the Pike REACHOUT account for at total of 105,000.00. Proceeds from the Casey building will be distributed back to the REACHOUT Center. A payment schedule will be set up by the Finance Committee. 2nd by John Heidbreder.

Max McClelland asked for a motion to approve; Peggy Perry asked for clarification on fund availability. Discussion followed; finances have been discussed at earlier meetings with Lisa Garner present. John Heidbreder asked what questions needed to be answered for a decision to be made. According to the fiscal reports it shows that the funds have been paid back.

Mike stated that the Foundation owes TRRC money. Jed Parn stated he thought that had already been taken care of according to the last reports handed out; at the last meeting Lisa stated all funds were returned and paid back. Kaye Iftner asked that Lisa Garner be called and asked if the report is correct. Mike called Lisa during the meeting and Lisa reported all funds have been paid back. He verified with Lisa that the Hampshire building account has 91,000.00 and the consolidated has 93,000.00.

A roll call vote was held:

Kaye Iftner – Yes
Theresa Bockhold – Yes
Max McClelland – Yes
Peggy Perry – No
John Heidbreder – Yes
Jed Parn – Yes
Rebecca Weed –Yes

6 yes/ 1 no; motion carries

John Heidbreder asked that the agenda be sent out more promptly.

Old Business – nothing to report

New Business – Adoption of the prevailing wage resolution. The rates were raised on the contractors. Discussion followed. Max McClelland asked for a motion to approve the resolution. 1st by Jed Parn; 2nd by Kaye Iftner. A roll call vote was taken

Kaye Iftner – Yes
Theresa Bockhold – Yes
Max McClelland – Yes
Peggy Perry – Yes
John Heidbreder – Yes
Jed Parn – Yes
Rebecca Weed – No

Resolution for check signing – Mike asked for approval for himself, Becky Pruden, Lisa McDonald, Theresa Bockhold for check signing. Max McClelland asked for a motion to approve. 1st by John Heidbreder; 2nd by Rebecca Weed. All ayes; motion carried

Other Business - Summer hours schedule was handed out. Jed Parn asked what can be done in the future to avoid having to close on Friday's. Getting additional grants; however we have been closed on Friday's for several years

Public Input – Michelle Gates asked when there is not a quorum can minutes be done? Jed Parn responded that minutes are done but nothing can be voted on. Becky asked to go back to the summer hours. The REACHOUT Center is open on Friday because the REACHOUT makes money. Becky stated that it doesn't make sense to close down on Friday's and wanted to make the board aware that although the agency closes the REACHOUT does not.

Executive Session - nothing to report

Adjournment - Max McClelland asked for a motion for adjournment. 1st Jed Parn, 2nd by Rebecca Weed. All ayes, motion carried.

Signed Max McClelland, Max McClelland, Chairman Date 10/12/17
Signed Theresa Bockhold, Theresa Bockhold, Secretary Date 10/12/17