

: OF THE CITY OF PEORIA, ILLINOIS :**CDBG Public Services Advisory Commission****Regular Meeting****CALL TO ORDER**

The Regular Meeting was held by the CDBG Public Services Advisory Commission virtually via GoToMeeting on Friday, December 18, 2020, at 8:30 a.m. Chairperson Patrick Kirchhofer called the meeting to order @ 8:30 a.m.

ROLL CALL

The following Commissioners were present at the time of roll call: Brett Kolditz, Brittney Ferrero, Catherine Cross, Farrell Davies, Kimberly McGhee, Elizabeth Birkey, Sherry Cannon. The following commissioners joined the meeting after roll call: Jada Hoerr, Lisa Fuller, and Alexander Ikejiaku. Absent were Mark Brown and Patrick Wilmington.

Council Liaison Present: Councilwoman Denise Moore

Staff present: Cassie Belter & Abigail Youngblood

MINUTES

The minutes for the October 16, 2020 meeting were reviewed.

MOTION:

Commissioner Cannon moved that the minutes be approved. The motion was seconded by Commissioner Cross. Approved unanimously by viva voce vote 7-0.

NEW BUSINESS**A. Update on COVID Subrecipients**

Commissioner Hoerr arrived at 8:32 a.m.

Commissioner Fuller arrived at 8:33 a.m.

Staff Member Belter updated the Commissioners on the COVID Public Services subrecipients and informed Commissioners that Goodwill Industries, Mt. Zion Baptist Church, and METEC each had a monitoring visit. Other COVID programs had regular 2020 programs and therefore their COVID monitoring took place during their 2020 regular programming monitoring visit. Due to documentation issues, Mt. Zion will be placed on a reimbursement hold until correct information is received.

Commissioner Ikejiaku arrived at 8:34 a.m.

Commission Cannon questioned the requirements to be affected by COVID on Mt. Zion's intake forms. Staff Member Belter stated a volunteer and not a paid staff member was helping clients fill out their intake forms.

Staff Member Belter stated there have been issues receiving METEC's monitoring documentation including intake forms. Staff Member Belter told Commissioners she would inform them on METEC's progress after receiving the correct documentation.

Councilwoman Moore requested to receive more information regarding Mt. Zion and METEC.

B. Update on 2020 Subrecipients

Staff Member Belter stated all nineteen recipients had completed their monitoring visits for 2020 and there were no findings as of yet. There are still three subrecipients that had some corrective actions that need to be taken.

C. 2021 Funding Recommendations

Commissioner Kirchhofer reviewed with Commissioners the funding options Staff Member Belter compiled.

The first option was to fully fund all top scorers. The second option was to fund by percentage scored on evaluation. The third option was to fund top ten scorers at decreasing percentages.

Commissioner Cross requested the last three organizations funded in Option 3 receive the same funding amount as their scores were equal.

Commissioner Fuller questioned where the additional \$100,000 from COVID funding went and if it could be used for 2021 programs. Staff Member Belter explained it was not allocated but had to be used for specific COVID funding. Additionally, there is a 15% cap for CDBG Public Service funding and Public Services had already reached the 15% cap.

Staff Member Belter provided an update on the COVID funding. The Commission had awarded the first round of COVID funding, but Peoria received a second round from the CARES Act that had not been allocated yet. There will be a needs assessment and then it will be presented to City Council who will make the decision on where the funding goes.

Commissioner Cannon stated scoring is subjective, but most agencies are not doing more or less than each other, and often higher scoring agencies receive more funding because of their ability to hire a professional grant writer. She stated legacy agencies are receiving funding every year and more often than smaller organizations. Commissioner Cannon stated Tri-County Urban League and TSTM has been valuable in the African American community for years and funding needed to be given out equitably and in the African American community.

Commissioner Fuller specified since she had been on the Commission, it has been the decision each year to fund all organizations and simply decrease their funding amount as their scores decrease.

Commissioner Kirchhofer pointed out there was not a natural break in scores as seen in past funding years and there are some organizations that submitted multiple programs to be funded.

Councilwoman Moore stated there needs to be objectivity which is seen in the scoring but agreed with Commissioner Cannon that it can have subjectivity in it as well when there are organizations the Commissioners typically assist. Councilwoman Moore suggested going forward, organizations could only submit one program. Councilwoman Moore reinstated there was no clean break in the scoring and reminded Commissioners there was no need for Commissioners to make a funding decision immediately if further discussion was warranted.

Commissioner Kirchhofer reminded Commissioners a minimum of \$10,000 was required.

Commissioner Ikejiaku indicated that providing all agencies the minimum amount of funding would perhaps not be enough run their programs effectively; however, it could make the difference if a program is able to provide services or not.

Commissioner McGhee inquired about an option allowing all organizations to be funded. Staff Member Belter asked for clarification regarding how organizations would be receiving funding; whether it be score based or evenly across all twenty.

Commissioner Kirchhofer stated if it was divided equally it would be \$13,250 per organization. However, providing the bottom organizations only \$10,000 would allow for more funding for higher scoring organizations.

Commissioner Cross inquired if organizations that submitted multiple programs should receive the minimum amount.

Commissioner Fuller suggested reaching out to the organizations and funding only one program after receiving their preference or the Commission make the decision for the organization.

Commissioner Cross stated if organizations knew only one program would be funded, perhaps they would have submitted a specific one and perhaps it was an idea the Commission could consider for the future.

Commissioner Fuller acknowledged some organizations may have found other funding options since applying. Councilwoman Moore questioned if applications included total organization budgets. Staff Member Belter responded agencies must submit their full year agency and program budgets.

Commissioner Hoerr suggested looking at small organizations utilizing one metric and larger organizations with a different metric to allow for more even scoring. Councilwoman Moore agreed it would allow for more subjective scoring.

Staff Member Belter acknowledged past performance and commissioner comments had been sent out to Commissioners as another funding consideration. Staff Member Belter stated Midwest Food Bank was not seeking employee compensation, however that is the only qualifying expense. Staff Member Belter provided background into the time and effort CDBG funding requires from an organization and best practices seen by other communities.

Councilwoman Moore recommended funding only one program of organizations that submitted duplicates as a method to increase funding for all organizations. Councilwoman Moore detailed government does not always provide the assistance needed and the Commission holds the responsibility to ensure funding is used effectively.

Commissioner Cannon discussed the difference of equity and equality between large and small organizations. Councilwoman Moore discussed the State of Illinois revision of Recreational Cannabis Licenses after distribution methods were not equitable.

Commissioner Kirchhofer questioned if Midwest Food Bank needed to be removed from the applications if their expenses were ineligible.

Staff Member Belter clarified COVID funding was opened to supplies such as PPE and other COVID response materials. However, annual CDBG funding is limited to employee compensation.

Commissioner Cannon inquired if allowing for employee compensation was a Commission decision or a Federal guideline. Staff Member Belter explained reimbursement was easier on agencies when able to streamline expenses.

Commissioner Kirchhofer questioned if Midwest Food Bank was still eligible. Staff Member Belter cautioned against making an exception as other agencies were not given this option.

Commissioner McGhee expressed they should be allowed to keep their application due to their high score and future guidelines for programs can be reassessed.

Commissioner Fuller questioned if making an exception could affect the Commission in a negative manner by going outside the criteria. Commissioner Ikejiaku and Davies voiced the same concern.

Commissioner Kirchhofer stated if removed, nineteen organizations could equally receive almost \$14,000.

Councilwoman Moore suggested removing duplicate organizations which would allow a little over \$17,000 per program.

Commissioner Cannon suggested funding the lower organizations with 50% of their request and funding higher scoring organizations with slightly more than 50%.

Commissioner Cross suggested funding duplicate organizations at \$10,000 instead of only funding one program. Commissioner Ikejiaku commented although they are duplicate organizations, the programs are not duplicates but are different operations under one name.

Commissioner Cannon explained Dream Center requested \$60,000 and therefore, they were receiving \$30,000 as a lower scoring application.

Commissioner Fuller left at 9:00 a.m.

Commissioner Kirchhofer suggested starting at the bottom and funding those organizations with \$10,000 and increasing funding as scoring increases.

Commissioner Kirchhofer stated Goodwill was receiving \$30,000 which was a large portion of the funding. Commissioner Cannon stated they were receiving more funding than organizations that scored higher and therefore their allocation should be lowered. Commissioner Davies stated Dream Center had the same issue receiving \$25,500.

Commissioner Cannon suggested giving the additional funding to the top three organizations.

Commissioner Kirchhofer suggested giving 75% to the top four programs. Councilwoman Moore shared her appreciation for all organizations receiving funding under the current budget with higher scoring organizations receiving more funding.

Commissioners requested to fund the bottom nine organizations with \$10,000 and the remaining organizations be funded at up to 50% while ensuring that no program received more funding than the top three scoring programs. Increased funding was given to the top three programs with 75% funding.

Staff Member Belter reminded Commissioners that Congress had not approved a federal budget for 2021 and therefore the \$265,000 was only an estimate. Once the City of Peoria learns of the exact allocation, staff will adjust program funding by the percentage in which the estimate increased or decreased.

MOTION:

Commissioner Davies moved that Commissioners approve the funding recommendation with the percentage tiers and \$10,000 amounts. The motion was seconded by Commissioner Cannon. Approved unanimously by viva voce vote 9-0.

MOTION:

Commissioner Davies moved that City staff add an increase or decrease in percentage based off the amount received by HUD, excluding decreasing programs with \$10,000 in funding. The motion was seconded by Commissioner Cannon. Approved unanimously by viva voce vote 9-0.

D. Timeline

Staff Member Belter informed Commissioners City Council would be voting on their recommendation at the January 12th City Council meeting. Agencies will be informed, if approved, on Wednesday, January 13th.

Staff Member Belter thanked Commissioners for their efforts throughout the year.

Councilwoman Moore thanked Commissioners for evaluating applications with equity and compassion and bringing a balanced discussion.

Commissioner Kirchhofer requested Staff Member Belter send the funding information to Commissioners after the meeting.

Commissioner Birkey asked about the additional \$100,000 in COVID funding deadline. Staff Member Belter stated COVID funding must be spent by the end of 2021 or 2022.

Councilwoman Moore requested Staff Member Belter inform Commissioners where Midwest Food Bank could receive funding from.

ADJOURNMENT

MOTION:

Commissioner Ikejiaku moved that the meeting be adjourned. The motion was seconded by Commissioner Cannon. Approved unanimously by viva voce vote 9-0.

The meeting was adjourned at 10:01 a.m.

Meeting minutes prepared by:

Abigail Youngblood