

Note: These minutes are not official until approved by the Health and Human Services Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

**Health and Human Services Committee Minutes
February 3, 2014**

The Health and Human Services Committee of the DeKalb County Board met on Monday, February 3, 2014 at 6:30 p.m. in the Administration Building's Conference Room East. Chairman DeFauw called the meeting to order. Those Members present were Mr. Johnson, Mr. Metzger, Mr. Tyson and Mr. Whelan. Mr. Emerson was absent. Others present were Valerie Perez, Patrick DuCharm, Jane Lux, Lesly Wicks and Donna Moulton.

APPROVAL OF THE MINUTES

It was moved by Mr. Johnson, seconded by Mr. Whelan, and it was carried unanimously to approve the minutes from December 2, 2013.

APPROVAL OF THE AGENDA

It was moved by Mr. Tyson, seconded by Mr. Metzger, and it was carried unanimously to approve the agenda.

HERITAGE WOODS

Valerie Perez and Patrick DuCharm shared with the Committee a report about Heritage Woods. Mr. DuCharm shared with the committee that Heritage Woods is located on Annie Glidden Road in DeKalb and it is an alternative facility to a nursing home for older adults who may need some help. The facility serves adults 65 and older. The rooms replicate one-bedroom studio apartments that helps the resident feel like they live alone but still have 24-7 Certified Nursing Assistants available and the protection of an emergency call system.

Ms. Perez R.N. also shared the facility also provides residents with a medication assistance program, house cleaning and provide three meals a day; the residents can cook for themselves, but are encouraged to eat at least two out of the three meals a day with the rest of the community. Heritage Woods has an Activities Coordinator and other accommodations include an activity room, beauty/barber shop, convenience store, dining room, exercise room, library, patio and television lounge.

Mr. DuCharm further indicated that last year the facility had 98% percent occupancy and right now they are at 95%. He further shared that because they are "affordable" one issue that they do run into is having to deal with Medicaid. Processing Medicaid is a long process with a large amount of paperwork involved and it takes an average of eight months for the paperwork to be approved. They take a huge risk, but they are the only facility in the area that will accept a resident Medicaid pending.

Mr. Whelan asked if the Heritage Woods facility takes mentally challenged citizens. Ms. Perez indicated that as a state regulation if a person has a primary diagnosis of mental illness on their health charts, the facility would not be able to accept them but if someone has depression or anxiety as a second or third diagnosis they can.

Mr. Johnson said that he understood the facility took Medicaid funding and asked if they take any other assisted funding. Mr. DuCharm answered that there is Veteran's Assistance Funding that is also accepted. Mr. Tyson also asked if someone did not have funding assistance, how much would it cost someone to be able to live there. It was answered that the studio apartment is \$3800 a month, which includes everything such as meals, house cleaning, the C.N.A.s and the Nursing.

Lastly discussed was a little more information about funding and Ms. Perez explained her role as the facilities Registered Nursing. They also wanted to make sure that everyone was aware that they do currently have occupancies in their DeKalb facility. The Committee thanked their guests from Heritage Woods after their informational report.

APPROVAL FOR WELL SEALING FEE – JANE LUX

DeKalb County Health Department Director, Jane Lux visited the Health and Human Services Committee in hopes to bring forward a Resolution to establish a new fee for the Health Department for a permit to seal old abandoned wells. The purpose of an environmental inspection and permit for well sealing is to assure the well is sealed correctly so that the aquifer is not contaminated. She explained that the Illinois Water Well Construction Code had been revised to require a permit for the sealing of the old and abandoned wells and that the DeKalb County Code indicates that the County follows the State Code. She also shared that the Health Department Staff did a fee survey of ten other surrounding Health Departments and estimated actual direct costs for doing the inspection and permit. The Board of Health, on January 28th, voted to recommend to the County Board a fee of \$75.00 for the well sealing permit which would be effective March 1st.

Mr. Metzger moved to forward the fee of \$75.00 for the well sealing permit for the Health Department, Mr. Tyson seconded the motion and it carried unanimously by voice vote.

HOPE HAVEN REPORT – LESLY WICKS

Lesly Wicks, Executive Director of Hope Haven came to the HHS Committee to give an update on Hope Haven. She shared that the biggest update she had to share was the Hope Haven paid off their expansion, which was in the amount of \$1.1 million that they had a three year 0% loan on. The last payment was made in December and that was with no State or Federal dollars, it was all local money. Ms. Wicks continued to share that the expansion added 30 beds but they have already seen a positive impact from the addition. Every year Hope Haven is required by HUD to do a "Point in Time" which shows how many sheltered and unsheltered homeless citizens there are in the area. Prior to the expansion there were 43 unsheltered homeless in the community and in December of 2012, after the expansion was open there were 13 and in 2013 there were only 3. This January they had not found any, which could be due to the extreme cold

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conditions but she did indicate there are currently none that she knows of and if there is it is by their choice.

Ms. Wicks also shared one of the biggest challenges that Hope Haven has faced lately is the closing of Singer Mental Health Center, which has had a huge impact on the population at the facility. She also said that Hope Haven's psychiatric care has really strengthened. January 1, 2015 the facility is going to open 12 units for severely mentally ill people at the shelter. They're goal is to transition out of their regular transitionally housing for families and go with a new model of rapid rehousing. So for those 12 units that are currently for transitionally housing they will be turned into permanent single occupancy units for severely mentally ill people, she added that those are the types of people that are the hardest for them to serve. Ms. Wicks shared a couple of stories that proved that there are multiple residents in the community that need intense ongoing supervision and to make sure they are taking the correct medication which is what these future units will be used for. It was also discussed that there will be security and added cameras in and around the facility.

Ms. Wicks continued to explain a little more about the concept of rapid housing and working closer with the DeKalb County Housing Authority. And lastly touched on the big challenge of the poverty rate in DeKalb County and how that affects the occupancy at Hope Haven. The Committee thanked Ms. Wicks for returning with such a positive and informational update.

COMMUNITY SERVICES UPDATE & FEMA REPORT – DONNA MOULTON

Ms. Donna Moulton, Director of DeKalb County Community Services Department, presented her department's annual report to the Committee. Ms. Moulton indicated that one thing her department is really working on is they are really trying to find the most effective way going forward to more institutionalize that model of not having citizens only come in for funding assistance but really more pushing the message that they want to help people become more self-sufficient. She continued that they are really trying to figure out how to best be responsive to citizens and help them get connected to the services within the community that they need but also address the factors of sustainability and self-sufficiency as well. There were more clients seen this year than last year but one of the things that Ms. Moulton would like to see is building more lasting relationships, so that they have more people visiting on a regular basis and able to get the assistance they need going forward.

Ms. Moulton also shared with the committee information regarding the department Tax Clinic. She shared their handout for the Community Services Community Action's Free Tax Preparation Assistance Program. She shared that the department was blown out of the water last year by the amount of residents that took part in this program; she was very pleased with the turnout. Donna also shared information about an incentive program that they are adding this year that is paired with their tax preparations. The incentive program promotes asset building. The Community Services Department is really starting to help their clients look at ways to plan for the future in meaningful ways.

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The third quarter senior tax spreadsheet was handed out to the Committee. Ms. Moulton also reminded everyone that next month's meeting the Senior Tax Packets will be handed out. The Committee and Ms. Moulton continued to review the senior tax spreadsheet. She also gave the Committee a little insight on what to expect for the upcoming senior tax allocation but indicated that this year there will be less funds to distribute than last year.

Ms. Moulton also touched on Community Gardens and provided the Committee with a brief update of what is happening on her end with the Community Gardens Program.

Lastly, Donna updated the Committee on recently happenings with the FEMA Board. She continued that the Board is currently on Phase – 31 and provided everyone with a list of allocations and what agencies were awarded with funds. These funds are secondary funds for these agencies and the amounts awarded have to be 50% or less of their operating costs. Ms. Moulton also shared that the FEMA Board will be going from having semi-annual meetings to quarterly meetings and announced they Board has changed their applications and would like to do some site visits to some of the different locations to make sure they are following regulations to be able to be awarded the allocated funds. The Committee thanked Ms. Moulton for all her reports and updates.

ADJOURNMENT

It was moved by Mr. Tyson, seconded by Mr. Whelan, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,

Sally DeFauw, Chairman

Tasha Stogsdill, Recording Secretary

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DeKalb County Community Services Department Staff

Donna Moulton	Executive Director
Jess Collins	Office Coordinator
Lori Imes	Family Support Specialist
Rhonda Brown	Family Support Specialist
Minerva Perez	Family Support Specialist

For more information about the DeKalb County Community Services Department and its programs, please contact us at:

DeKalb County Community Services Department
2550 N. Annie Glidden Rd.
DeKalb, IL 60115

Phone: (815) 758-3910

Fax: (815) 758-3407

E-mail: communityservice@dekalbcounty.org

Office Hours: M-F 8:00 am- 4:30 pm



DeKalb County Community Services Department

2013 Annual Report



DeKalb County Community Services Department

Mission

Address the systemic roots of poverty and provide comprehensive support and assistance to households that either live in poverty or experience a temporary crisis situation that causes potential homelessness.

Vision

To provide leadership in the coordination of diverse services in order to increase the strengths, resources, and stability of DeKalb County individuals, households, and the community.

The Community Action Agency for DeKalb County



2013 Resources (subject to audit)

Senior Tax Levy	\$457,780.00
Community Services Block Grant	\$223,108.00
State Homeless Prevention Grant	\$19,240.00
Emergency Food and Shelter Program	\$10,854.00
Illinois Ventures for Community Action Dividend	\$10,000.00
Stewart Family Chiropractic Loan Repayment	\$5,182.00
Networking for Families	\$316.00
Community Services Account Interest	\$11.09
Revolving Loan Account Interest	\$3.93
TOTAL	\$726,495.02

DeKalb County Community Services Department Programs

Community Services Block Grant (Federal Grant)

- Family Economic Development
- Scholarships
- Income Tax Counseling and Asset Building
- Emergency Intervention
- School and Community Gardens
- Information, Referral, and Coordination
- Social Living Group
- Family Stability and Support

FEMA Emergency Food & Shelter Program (Federal Grant)

- Administer funds for DeKalb County agencies that provide food or shelter to low-income persons.
- Provide emergency rent/mortgage assistance.

Senior Tax (County Tax Dollars)

- Administer County tax funds for agencies that provide services that prevent the premature institutionalization of seniors.

Homeless Prevention

- Assistance with rent/mortgage to prevent homelessness.

Administrative Board Members

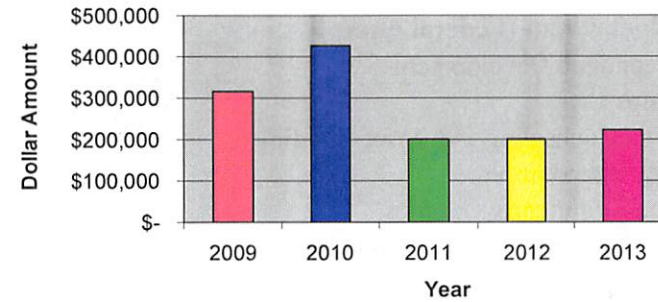
By Federal regulations all Community Action Agencies have Administrative Boards made up of representatives of three constituents: Public Officials, Private Organizations, and the Clients we serve.

Name	Represents	Sector
<u>Chairperson</u> Dawn Littlefield	Kishwaukee United Way	Private Organization
Carol Herrington	DeKalb County Housing Authority	Client Representative
Gary Chapman	Hope Haven	Client Representative
Melissa Garman	Beth Shalom Congregation	Private Organization
Kimberly Wright	Self as low-income individual	Client Representative
Monica O'Leary	City Of DeKalb Alderman	Public Sector
Mayor Ken Mundy	City of Sycamore	Public Sector
Mayor John Rey (Jamie Smirz, rep)	City of DeKalb	Public Sector
Sally DeFauw	DeKalb County Board Member	Public Sector
Joslyn Turner	Self as low-income individual	Client Representative
Kristi Falk	5/3 Bank	Private Organization
Vanessa Howell	Self as low-income individual	Client Representative
Regina Harris	Smith, Wyckes & Associates	Private Organization

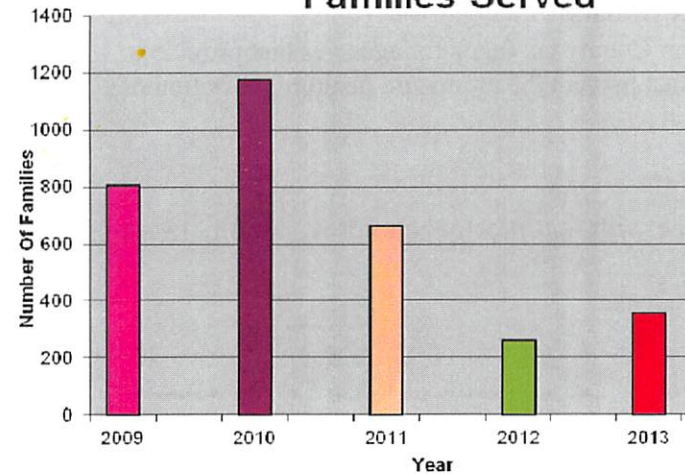
DeKalb County Community Services Demographics

Characteristic	Total Persons (793)	Total Households (357)
Gender:		
Male	42%	
Female	58%	
Age:		
0-17	40%	
18-54	54%	
55 & Over	6%	
Ethnicity/Race:		
Black	38%	
White	52%	
Native American/Alaskan	0.1%	
Asian	1%	
Multi-Racial	7%	
Hispanic	14%	
Education/Age 24 & Over:		
0-8	3%	
9-12/Non-Graduate	12%	
High School Graduate/GED	32%	
12+ Some Post Secondary	34%	
2 Or 4 Years College Graduate	19%	
Family Type:		
Single parent/Female		33%
Single parent/Male		4%
Two Parent Household		16%
Single Person		34%
Couple/No Children		7%
Other		6%
Family Size:		
1		34%
2		22%
3		18%
4 Or More		26%
Source Of Income:		
Employment		67%
Pension		1%
TANF		5%
SSI		14%
General Assistance		1%
Social Security		5%
Unemployment		13%
Other		18%
No Income		12%
Level Of Income:		
Up To 75%		69%
76%-100%		17%
101%-125%		13%
over 126%		1%
Housing:		
Rent		79%
Own		4%
Homeless		14%
Other		3%

DeKalb County CSBG Allocation



DeKalb County Community Services Families Served





DeKalb County Community Services
A Community Action Agency

*"Providing anti-poverty programs
and support to low-income
residents in DeKalb County."*

FREE Tax Preparation Assistance Program

DeKalb County Community Services is partnering with the AARP/TCE Program to provide *free* tax preparation assistance to elderly and low to moderate income level individuals/households in the community.

Where:

DeKalb County Community Outreach Building
Blank Slate Room
2500 North Annie Glidden Road, DeKalb, IL

When:

Thursdays beginning February 6, 2014

***** By Appointment Only *****

Call:

Beginning Monday, January 6, 2014 please call
Jess Collins at **815-217-0192** to schedule an
appointment.

***Families in Illinois:**

Whether or not you owe income tax, you could get
thousands of dollars in tax credits. You could
qualify for:

- Up to **\$2,100** from the federal Child and Dependent Care Tax Credit.
- Up to **\$6,044** from the federal Earned Income Tax Credit and up to **\$604** from the Illinois Earned Income Tax Credit.
- Up to **\$1,000** per child from the federal Child Tax Credit.

*Taken from the National Women's Law Center Tax Credits Outreach Campaign, tax year 2013.

Some tax returns may be eligible to take
part in a raffle for a \$25 gas or food card.
Ask Jess for more details.

What to Bring:

- Copy of previous year tax return. If necessary, [contact the IRS](#) for a copy of last year's return.
- W-2 forms from each employer
- All 1099 forms (1099-INT, 1099-DIV, 1099-misc., etc.) showing interest and/or dividends as well as documentation showing the original purchase price of your sold assets
- If you were paid Social Security benefits, bring your SSA-1099
- If you received a pension or annuity, bring your 1099R
- All forms indicating federal income tax paid
- If applicable, unemployment compensation statements
- Child care provider information (name, employer ID, SSN)
- If itemizing deductions, bring all receipts or canceled checks for items such as medical expenses, taxes paid, mortgage interest paid, and charitable contributions
- Social Security numbers for all dependents
- Property Parcel # if homeowner
- Bank routing and account number for direct deposit of refund for payment of taxes owed



U.S. Savings Bonds \$25 Gas/Food Card Raffle

DeKalb County Community Services is holding a weekly raffle for a \$25 gas or food card for households that are DeKalb County residents and fall below 125% of the Federal Poverty Income Guidelines and have successfully prepared and e-filed their taxes at the Community Outreach Building site. See details below:



Eligibility Requirements and Details

- Have tax return successfully prepared and e-filed by a volunteer at the DeKalb County Community Outreach Building.
- DeKalb County resident and fall within 125% of Federal Poverty Income Guidelines.
- Purchase a U.S. Savings Bond with Federal tax refund.
- Purchases are made during the preparation and once refund amount is determined.
- You may purchase more than one U.S. Savings Bond.
- U.S. Savings Bonds must be bought in increments of \$50.
- One entry per \$50 purchased.
- U.S. Savings Bond(s) will be mailed to you.
- You will be contacted via e-mail or phone if a winner of a gift card.
- Call Jess Collins at 815-217-0192 for further details

Savings Bond Information

- The U.S. Savings Bonds are Series I.
- May use all or part of Federal refund.
- Must be purchased in increments of \$50 up to \$5,000.
- You may buy a U.S. Savings Bond for someone else such as a child or grandchild.
- You can designate ownership or co-ownership.
- You will receive a paper U.S. Savings Bond Certificate in the mail in three to four weeks.
- U.S. Savings Bonds accrue interest until they are redeemed, up to 30 years.
- U.S. Savings Bonds cannot be redeemed during the first 12 months.
- U.S. Savings Bonds can be redeemed at most financial institutions.
- U.S. Savings Bonds interest is subject to federal income tax but not state/local income tax.
- For more information, visit www.irs.gov.

**DEKALB COUNTY
SENIOR TAX
FY 2014
3rd Quarter**

Services Paid in February 2014							
AGENCY	AWARD	PRIOR YTD	CURRENT	YTD	%EXPEND	BALANCE	DATE ENTERED
Community Services	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	100.00%	\$0.00	
Barb City Manor	\$9,093.00	\$9,093.00	\$0.00	\$9,093.00	100.00%	\$0.00	
KishHealth System Hospice	\$3,900.00	\$2,160.00	\$168.00	\$2,328.00	59.69%	\$1,572.00	1/31/14
Elder Care Services	\$69,200.00	\$42,141.94	\$0.00	\$42,141.94	60.90%	\$27,058.06	
Family Service Agency	\$63,833.00	\$31,916.52	\$0.00	\$31,916.52	50.00%	\$31,916.48	
Fox Valley Older Adults	\$66,250.00	\$38,960.26	\$0.00	\$38,960.26	58.81%	\$27,289.74	
Hope Haven	\$15,641.00	\$3,880.32	\$0.00	\$3,880.32	24.81%	\$11,760.68	
Opportunity House	\$23,613.00	\$16,236.00	\$0.00	\$16,236.00	68.76%	\$7,377.00	
Prairie State Legal	\$3,250.00	\$0.00	\$2,888.00	\$2,888.00	88.86%	\$362.00	1/22/14
VAC	\$196,000.00	\$99,939.72	\$0.00	\$99,939.72	50.99%	\$96,060.28	
TOTALS	\$457,780.00	\$251,327.76	\$3,056.00	\$254,383.76	55.57%	\$203,396.24	

**FEMA Emergency Food and Shelter Program
Phase- 31**

LRO	AGENCY	USE	Phase 30 Amount	Phase 31 Request	Phase 31 Award
01	Our Sharing Pantry	Food	\$1,100	\$1,200	\$1,150
03	FOOD/Meals On Wheals	Meals	\$5,350	\$6,000	\$5,500
04	The Salvation Army	Utilities	\$5,959	\$5,500	\$5,400
05	Safe Passage	Shelter	\$2,600	\$3,000	\$2,800
06	DeKalb Area Food Pantry	Food	\$7,300	\$7,500	\$7,400
07	DeKalb County Comm. Services	Administration	\$1,054	\$1,053	\$913
07	DeKalb County Comm. Services	Rent	\$9,800	\$11,000	\$9,913
13	Kirkland Food Pantry	Food	\$900	\$900	\$900
15	Neighbors In Christ Ecumenical	Food	\$850	\$1,500	\$1,150
16	Hope Haven	Shelter	\$14,500	\$16,000	\$15,000
17	Northern Illinois Food Bank	Food	\$0	\$10,000	\$0
18	Hinckley Area Food Pantry	Food	\$1,250	\$0	Did Not Apply
19	St. Vincent de Paul, DeKalb	Food	\$1,250	\$3,000	\$1,600
20	Salem Lutheran Food Pantry	Food	\$800	\$1,000	\$900
	TOTAL		\$52,713	\$67,653	\$52,626

(\$15,027)