

**MEETING MINUTES OF THE SOCIAL SERVICES and  
GENERAL ASSISTANCE COMMITTEE**

**at**

**DuPage Township Boardroom**

**241 Canterbury Lane**

**MONDAY SEPTEMBER 16, 2019 4:30 P.M.**

- I. Call to order at 4:33 pm by Alyssia Benford
- II. Pledge of Allegiance
- III. Roll Call for Quorum  
Attendance – Alyssia Benford, Kym Owens, Felix George, Tracy Odum, Kulsum Ali  
Absent – Maureen Fox and Lynne Woodard
- IV. Approval of Agenda  
Alyssia Benford asked to change the order for Grant application review to allow Citizens Against Abuse to go first because the presenter has to leave. Alyssia also requested to strike approval of minutes from August 1, 2019 meeting. The minute meetings are still being prepared. Motion by Felix George, Second by Kym Owens. Motion passed
- V. Approval of minutes from August 1, 2019 Committee Meeting  
Stricken from agenda. No action taken.
- VI. Public Comment  
No comments
- VII. Discussion regarding social service committee applications received  
Maureen Fox joined at 4:45. Alyssia Benford asked committee if there were any questions regarding social service committee applications. Applications submitted for Peggy McMillian, Kimberly Johnson and Ruth Smith. Ruth Smith was present and introduced herself to the committee. Felix George, Maureen Fox and Kym Owens stated that Peggy McMillian is a great advocate for Bolingbrook and has been very involved with DuPage Township.
- VIII. Community Partnership Grants Application Review

#### Citizens Against Abuse

Alyssia Benford stated that organizations would remain on the committee's list until a decision is made by the board. Rev. Elmer Harris presented Citizens Against Abuse. Citizens has been around 21 years. The organization used to be a part of Take Back the Night. Specially serves DuPage Township residents. Rev. Harris shared details of their upcoming event. DuPage Township is listed on the letterhead and t-shirts for Citizens Against Abuse. Felix George stated that we are not allowed to give scholarships. Alyssia Benford stated she had already asked Rev. Harris to amend the application to show what other parts of his program fall in line with the township code.

#### Community Service Council

Felix George has listed CSC on the September board meeting agenda under new business. He presented some funding options that he plans to present to the board. He reviewed the 2018 and 2019 year to date DuPage Township residents served along with a voucher system. CSC's records pertaining to DuPage Township residents would be eligible for audit review. All of the terms would be listed in a community partnership resolution and given to the board for review and approval. The committee discussed HIPPA and FOIA and recommended that we only have numbers to identify residents and not any other identifying information. Kym Owens stated again that she is seeing a lot more residents with mental health issues. Maureen Fox recommended the amount of time per session is listed. Kym Owens asked if CSC accepts insurance or public aid card. Kym Owens informed the committee that Valley View School District has a partnership with Hartgrove to provide counseling services for students in the school district and their parents.

#### H2O

Felix George has listed H2O on the September board meeting agenda under new business. Alyssia Benford indicated that H2O will present to the social services committee their mental health programs for youth.

#### Day of the Immigrant

Committee reviewed the township code. Purchasing a sponsorship for an event is not listed in the township code. The township received a copy of their brochure asking for us to sponsor their event. The committee noted that no application was received from the organization requesting funds.

### IX. General Assistance and Emergency Discussion

- a. Client Needs – Kym Owens shared with the committee some of the families have great needs and they don't have access to counseling services. She stated they are struggling financially as well as emotionally. Kym is asking what can the general assistance funds be used for. Alyssia Benford discussed the public aid code and township code. She said she would read the Article 6 of the public aid code that covers townships and point out anything that the committee needs to be aware of. Maureen Fox asked about Shingle shots.

- b. Site visit update – Alyssia Benford indicated that she is scheduling site visits to discuss general assistance.
- c. Emergency Assistance and General Assistance Limits for board approval. Supervisor George stated it would be best to call other townships and find out what they have as their maximum for general assistance. Kym Owens recommended calling Thornton and Rockford. Supervisor George

X. Fiscal Year 2019 Schedule of Material Weaknesses Action Plan

Kulsum Ali shared with the committee, a hardcopy of the significant deficiencies listed on the audit report. 2018-07 – Controls over General and Emergency Assistance Program. 2019-06 – Controls over General and Emergency Assistance Program. The committee will continue to review these as they make recommendations to the supervisor for areas for improvements.

XI. Public Comment

Felix George asked that we come up with a consistent meeting date. The committee decided on the first Monday's of the month at 4:30 p.m. Next meeting will be October 7, 2019.

Alyssia Benford mentioned grant training offered by TOI.

Felix George stated he would transfer Lynne Woodard to the Senior committee.

Kym Owens has some people that are interested in the committee but they are concerned that they can't be on the committee if they request funds from the township. There is a person that wants to serve on two DuPage Township committees at the same time. Felix George said he would like to see a resident serve on one committee at a time.

Ruth Smith enjoyed sitting in the meeting. She appreciated that we focus on mental health illness support for the entire family.

XII. Adjournment

Motion to adjourn at 5:58. Motion by Kym Owens, second by Kulsum Ali

Pursuant to the Illinois Township Code, 60 ILCS 1/80-10(b), appropriate notice is hereby given to the Township Clerk for a committee meeting with the above listed Agenda.