

**MEETING MINUTES OF THE SOCIAL SERVICES  
COMMITTEE**

**at**

**DuPage Township Boardroom**

**241 Canterbury Lane**

**Monday, February 3, 2020 4:30 P.M.**

**AGENDA**

- I. Call to order  
Meeting called to order at 4:34 p.m.
- II. Pledge of Allegiance
- III. Roll Call for Quorum  
  
Present: Kym Owens, Felix George, Peggy Mc Millian and Alyssia Benford. Kim Johnson and Ruth Smith arrived at 4:40 p.m. Chris Hudson arrived at 4:52 p.m.  
  
Absent: Tracy Odum, Kulsum Ali
- IV. Approval of Agenda  
Agenda was revised to add Committee Member Comments. Motion by Felix George, second by Kym Owens to accept the minutes as revised. Motion passed.
- V. Approval of minutes from January 6, 2020 Committee Meeting  
Motion by Kym Owens, Second by Felix George to accept the minutes as presented. Motion passed.
- VI. Public Comment  
None
- VII. Community Partnership Grants Application Review/Status
  - a. Citizens Against Abuse  
Felix George sent follow up questions to Rev. Harris regarding grant application.
  - b. Black History Month Club  
  
Felix George sent a response to organization explaining their request as presented does not fall within the township code.

VIII. General Assistance and Emergency Discussion

a. Job Training Program

Chris Hudson provided an update. He is still trying to identify a location to provide services. One point identified was Highpoint Rec Center in Romeoville. The program would provide their own laptops. The course would run for 6-weeks, in the evening for one hour. Kym Owens recommended using local club houses for program. Chris Hudson invited the social service committee members to attend an upcoming meeting for the Bolingbrook Clergy Association. The meetings are held every 2<sup>nd</sup> Wednesday from 9 am to 10 am. Chris Hudson will provide the location of the February and March meetings.

b. Help the Homeless Initiative

Kim Johnson provided an update. Members of her church gave coats away to the homeless. There is a food bank behind Tony's. Triumph church is considering moving the food bank to their church location.

c. Site visit update

Alyssia Benford provided an update. We are still waiting on Thornton Township to confirm a date for a visit.

d. GA Software update

Kym Owens provided an update. The township staff is in the process of completing questionnaires provided by the vendor. Software implementation is in process.

e. Mobile Food Bus

Kym Owens provided an update. Mobile food bus locations were proposed. Kym Owens proposed Fernwood, Beckenridge, Remington Apartments (Romeoville), Honeytree (Romeoville), Winston Village, Indian Oaks and McKenzie Falls are proposed locations. Kym asked social service committee members to volunteer during the mobile food bus hours. Proposed hours are 4:30 p.m. to 6:00 p.m, Monday or Friday. Kym will work with the Northern Illinois Food Bank to schedule the Mobile Food Bus. The township would need to determine the locations.

f. Car Seat Program

Kym Owens provided an update. Ruth Smith inquired about recycling used car seats. Kym Owens suggested the Bolingbrook Police Dept to help inspect and install the car seats. Kym proposed the township purchase car seats with the help of a Walmart Grant. Kym also recommended a partnership with Bolingbrook Lion's Club.

g. Donation to Diaper Depot at New Life Church

Kym Owens recommended the township consider a donation to Diaper Depot or the township purchase diapers and provide them via the food pantry or the mobile food bus. Chris Hudson inquired about the Resource Center at Valley View School District. Felix

George mentioned the township has assisted the resource center in the past with holiday meals.

IX. Fiscal Year 2019 Schedule of Material Weaknesses Action Plan

Alyssia Benford provided an update. Committee will review weaknesses after Visual General Assistance (GA) software is installed.

X. Public Comment

None

XI. Committee Member Comments

Kym Owens – Kym stated she is excited about the programs proposed by the committee.

Ruth Smith – Ruth offered her support and assistance with proposed programs.

Chris Hudson – Chris is glad to learn about other programs the township offers and wants the Bolingbrook Clergy Association to assist. He provided the website for the clergy association, [www.bccaclergy.com](http://www.bccaclergy.com)

Felix George – Recommended the township develop a database of resources available in the community.

Kim Johnson – Kim shared information regarding the launch of the Incubator program. The program will start on 2/27/2020. Program will run Thursdays 4:00 p.m. to 6:30 p.m. for six weeks at the Chamber office. Attendees will develop a business plan. The fee is \$300 per person. Goal is 20 participants. Chamber members will receive a 20% discount. SCORE will assist with incubator program.

Peggie McMillian – Peggy offered her support and assistance with proposed programs.

Alyssia Benford – Alyssia told the committee that she is encouraged by the engagement of the committee members and looking forward to working with them in the future.

XII. Old Business

None

XIII. New Business

Peggie McMillan inquired about comments made regarding appointing committee officers. Kym Owens was proposed as a Vice Chair for the Social Services Committee. Chair Alyssia Benford was proposed as Secretary. Items will be added to next agenda to confirm appointments.

Alyssia Benford stated the March and April meeting dates may need to be rescheduled. Committee members stated Mondays are the best day for committee meetings.

XIV. Adjournment

Motion by Peggy McMillian, Second by Kym Owens. Meeting adjourned at 5:32 p.m.

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.