

**MEETING MINUTES OF THE SOCIAL SERVICES
COMMITTEE**

at

DuPage Township Boardroom

241 Canterbury Lane

Monday, March 2, 2020 4:30 P.M.

AGENDA

- I. Call to order
Meeting called to order at 4:35 p.m.
- II. Pledge of Allegiance
- III. Roll Call for Quorum

Present: Kym Owens, Maureen Fox, Felix George, Ruth Smith, Kim Johnson, Alyssia Benford.

Absent: Tracy Odum, Kulsum Ali, Chris Hudson, Peggie McMillian
- IV. Approval of Agenda
Motion by Maureen Fox and Second by Kim Johnson to approve the agenda. Motion passed.
- V. Approval of minutes from February 3, 2020 Committee Meeting
Motion by Maureen Fox and Second by Kym Owens to accept the minutes as presented. Motion passed.
- VI. Public Comment
None
- VII. Appointment of Kymberlee Owens as Social Services Committee Vice Chair
Motion by Kim Johnson, second by Ruth Smith to appoint Kymberlee Owens as Vice Chair of Social Services Committee. Motion passed.
- VIII. Review and Discussion of memo from Legal Counsel regarding Emergency Assistance Program Administration
The committee reviewed the memo and there are no follow up questions for the township's legal counsel at this time from the committee.

- IX. Review and Discussion of memo from Legal Counsel regarding Township General Assistance Community Partnership Grants application review/status
The committee reviewed the memo and there are no follow up questions for the township's legal counsel at this time from the committee. Maureen mentioned the Benefit Access Program for seniors and the changes to the requirements to qualify.
- X. Community Partnership Grants Application Review/Status
- a. Citizens Against Abuse
Felix George is waiting for responses from Pastor Harris.
- XI. General Assistance and Emergency Discussion
- a. Job Training Program
Pastor Hudson was absent, there was no update given.
 - b. Help the Homeless Initiative
Kim Johnson provided an update. Her church met with 4Kids Sake to determine where we can coordinate efforts.
 - c. Site visit update
Alyssia Benford provided an update. The site visit with Thornton Township is scheduled for March 20, 2020.
 - d. GA Software update
Alyssia Benford provided an update. There are a few questions for the accounting firm regarding one of the questionnaires. We are waiting on a response. Software implementation is in process.
 - e. Mobile Food Bus
Kym Owens provided an update. Mobile food bus locations were proposed. Kym provided the committee with the costs. The Mobile Food bus costs \$1,700 per use. There are seven locations targeted at this time. Kym will work with the Northern Illinois Food Bank to schedule the Mobile Food Bus. The township would need to determine the locations. Proposed locations are Fernwood, Beckenridge, Remington Apartments (Romeoville), Honeytree (Romeoville), Winston Village, Indian Oaks and McKenzie Falls. Proposed hours are 4:30 p.m. to 6:00 p.m, Monday or Friday. Alyssia Benford will submit costs for 2020-2021 budget.
 - f. Car Seat Program
Kym Owens provided an update. Kym Owens is going to work with Officer Armstrong and gather more information.
 - g. Donation to Diaper Depot at New Life Church

Kym Owens provided an update. The committee instructed Kym to have Susan at New Life complete and submit a grant request to the committee.

XII. 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.

XIII. Public Comment

None

XIV. Committee Member Comments

Kym Owens – Kym recommended laundry cards to Kim Johnson to help with the homeless. She also recommended shower assistance options.

Maureen Fox – Maureen loves the outreach at the township.

Ruth Smith – Ruth recommended donating food to the pantry in front of the library.

Kim Johnson – Informed the committee that the entrepreneur training has started. There are currently 13 participants. Kim has meet with Joliet Junior College and Lewis University regarding the program.

Felix George – No comments

Alyssia Benford – Requested the committee members keep committee member Peggy McMillian in their thoughts and prayers as she recovers from surgery.

XV. Old Business

None

XVI. New Business

None

XVII. Adjournment

Motion by Maureen Fox, Second by Kym Owens. Meeting adjourned at 5:35 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.