

To Grants Committee Meeting

**December 10, 2025**

**M I N U T E S**

Members Present:

Steve Reeb, Chairman  
Susan Gruberman, Asst. Chairman  
Scott Greenwald  
Courtney Moore  
Ken Sharkey

Members Excused:

Richie Meile  
Matt Smallheer

Staff Present:

Rick Stubblefield, Executive Director  
Becky Rose, Executive Assistant

Others Present:

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Chairman Steve Reeb called the meeting to order at 5:30 p.m. in the St. Clair County Annex Conference Room, 2<sup>nd</sup> Floor.

Attendees rose and recited the Pledge of Allegiance.

Chairman Reeb took roll call.

Chairman Reeb asked if there were comments from the public on the agenda. There were no other public comments.

Upon a motion by Mr. Sharkey and a second by Mr. Greenwald, the minutes from the November 12, 2025 Grants Committee meeting were approved unanimously.

Upon a motion by Mr. Greenwald, and a second by Ms. Gruberman, the letter from the Grants Committee Chairman to the County Board Chairman transmitting the payroll and expense claims for the month of November, 2025 was approved unanimously.

Upon a motion by Mr. Sharkey, and a second by Ms. Gruberman, the Check Register Summaries for the pay periods in November, 2025 were approved unanimously and placed on file.

There were no questions concerning the Community Services Group and the reports were placed on file.

There were no questions concerning the Community Development Group and the report was placed on file.

There were no questions concerning the Workforce Development Group and the report was placed on file.

Upon a motion by Mr. Sharkey, and a second by Mr. Greenwald, the Community Services, Community Development, and Workforce Development Group reports were approved unanimously and placed on file.

## **Resolutions**

None.

## **Old Business**

None.

## **New Business**

### A. Director's Report

Mr. Rick Stubblefield reported the Consolidated Annual Performance and Evaluation Report (CAPER) has been reviewed by Housing and Urban Development (HUD) and is nearing the conclusion of its 30-day public comment period. The report is scheduled for submission next week and serves as the program's overall performance assessment. All Program Year 2024 (PY24) Public Facilities projects are underway. All but 4 PY25 Public Facilities contractors have been returned and are in environmental reviews.

Efforts continue to increase awareness and participation in the housing rehabilitation program. In addition, the Community Development Block Grant (CDBG) requalification process is underway. Although re-qualification is not due until June, it is a comprehensive, time-intensive process that must be completed every three years.

With regard to CDBG-Disaster Recovery, all 2022 disaster recovery projects are underway. The 2024 Action Plan has been approved, and the program is currently awaiting execution of the grant agreement.

As previously noted, the administration had reissued the Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) to better align with its priorities, despite the original grant being awarded for a two-year period. Under the new NOFO, only 30% of our current funding is guaranteed, and only 30% of that amount may be allocated to Permanent Supportive Housing (PSH). Based on our current \$4.5 million allocation, this results in a guaranteed funding level of approximately \$1.35 million. Currently, 89% of our CoC funding supports PSH, and most of our 18 CoC funded projects are PSH. While some projects could be shifted to transitional housing, any funding above the 30 percent PSG cap—approximately \$3.5 million—would be required to compete nationally, where projects in blue states may be disadvantaged. The NOFO was paused on Monday, creating uncertainty around potential changes and the original January 14<sup>th</sup> deadline. In the interim, more than 200 families are at risk of losing housing before June 30<sup>th</sup> if funding reductions occur.

Low Income Home Energy Assistance Program (LIHEAP) applications have slowed slightly, with 2,218 applications processed to date and an approval rate of 85%. Most denials continue to be related to missing documentation. Community Service Block Grant (CSBG) remains open and continues to accept referrals for rental assistance, mortgage support and utilities.

Weatherization continues to perform well, and the team has done an excellent job working collaboratively. Two new contractors are training this week, and work assignments have begun. Progress is being made on multi-family projects in coordination with the Housing Authority. A new funding source called Healthy Homes, is allowing us to address homes that would typically be deferred under standard program guidelines.

Workforce Development activities are progressing steadily. Adult funding is nearing depletion, while youth funding remains strong. Beginning after the first of the year, youth programming will shift focus toward Paid Work Experience (PWE) and On the Job Training (OJT) opportunities.

Mr. Moore made a motion to approve the Director's report and Mr. Greenwald seconded the motion. The motion passed unanimously.

**Other Comments**

None.

**Adjournment**

Chairman Steve Reeb entertained a motion to adjourn. On a motion by Mr. Greenwald, and a second by Mr. Sharkey, motion passed, and Chairman Reeb adjourned the meeting at 5:47 p.m.