To Grants Committee Meeting

June 10, 2026

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

Others Present:
May Brown

Chairman Steve Reeb called the meeting to order at 5:30 p.m. in the St. Clair County Annex Conference Room, 2nd 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. Moore, the minutes from the May 13, 2026, Grants Committee meeting were approved unanimously.

Upon a motion by Ms. Gruberman, and a second by Mr. Sharkey, the letter from the Grants Committee Chairman to the County Board Chairman transmitting the payroll and expense claims for the month of May 2026 were approved unanimously.

Upon a motion by Mr. Moore, and a second by Mr. Greenwald, the Check Register Summaries for the pay periods in May 2026 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. Greenwald, and a second by Mr. Moore, 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. Continuum of Care Grant transfer from the Health Department to the Intergovernmental Grants Department.

Mr. Stubblefield reported that the Grants Department staffs the Continuum of Care (CoC) and serves as the Collaborative Applicant responsible for securing Housing and Urban Development (HUD) homeless assistance funding allocated to St. Clair County. Currently, the Health Department serves as the subrecipient for three grants that support housing-related services within its Ryan White Program. Mr. Stubblefield noted that these programs have encountered operational challenges. To ensure continued compliance with applicable regulations and funding requirements, a decision could be made to discontinue the subrecipient arrangement and administer these grants directly. As the Collaborative Applicant and grant recipient, the organization may assume full responsibility for program administration moving forward. Mr. Stubblefield further explained that each of these grants requires a matching contribution, which may be satisfied through eligible non-cash resources, including case management services, staff training, meetings, and conference participation. The existing arrangement has been effective because the Health Department provides case management services to program participants, allowing grant funds to support housing activities while the Health Department contributes eligible matching resources through its Ryan White Program operations. Efforts are currently underway to execute Memorandum of Understandings (MOUs) that would enable the Health Department to continue providing the required match. Mr. Stubblefield emphasized that, without the required matching contributions, the long-term sustainability of these grants and their ability to support housing services associated with the Ryan White Program may be adversely affected. Mr. Stubblefield concluded by noting that the Grants Department does not maintain a direct service relationship with the affected clients. Grant resources will continue to be allocated in accordance with the approved scope of work and program objectives. It is anticipated that ongoing discussions will result in a mutually acceptable resolution and continued collaboration among the parties involved.

B. Director's Report

Mr. Stubblefield reported that all grant applications have been completed for the CoC. Funding levels are anticipated to be approximately 60% of previous allocations and include a shift away from Permanent Supportive Housing initiatives. As a result, the agency will need to evaluate and implement appropriate transition strategies to address the reduction in funding. The preparation of the Community Development Block Grant (CDBG) Action Plan is progressing as scheduled. The program is currently undergoing its required requalification process, and no significant changes or compliance concerns are anticipated. Outreach efforts for the Housing Rehabilitation Program commenced this week, generating 647 inquiries on the first day of implementation. Evaluations of all Public Facilities projects have been completed, and recommendations have been finalized for consideration in the 2026 funding cycle. All required policies and procedures have been completed for the Disaster Recovery (DR) grant, and the Notice of Funding Opportunity (NOFO) is expected to be released in August.

The Low-Income Home Energy Assistance Program (LIHEAP) has entered 5,746 applications, with 94 percent resulting in approved benefits. Current processing times range from 30 to 45 days. Applications will continue to be accepted through August 15th, contingent upon the availability of program funding.

The Community Services Block Grant (CSBG) funding remains available to assist eligible households with rent and mortgage payments, dental services, water and sewer assistance, and other qualifying needs. Scholarship applications are currently available through the agency's website and must be submitted by July 1.

Weatherization has experienced significant operational progress. Two newly contracted service providers have been successfully onboarded and are actively performing weatherization services. In addition, work has commenced on multifamily housing projects. Mr. Stubblefield also acknowledged the outstanding contributions of Mike Shoemaker, Nancy Wilson, and Bobby Davidson in advancing the program's success.

Mr. Stubblefield reported that the new Workforce Development system will be implemented effective July 1. The agency was awarded grant funding to serve as a regional training provider for the new system. Workforce Development allocations for the upcoming program year are projected to decrease by approximately $739,000. Despite these reductions, the agency remains well-positioned due to supplemental funding received through grants from the U.S. Department of Labor and DCEO and anticipates additional funding opportunities moving forward. Mr. Stubblefield provided an overview of proposed federal Workforce Development funding levels for Program Year 2027. Current proposals under consideration would eliminate funding for youth workforce programs, reduce adult workforce funding by approximately 90 percent, and retain funding primarily for dislocated worker services. He noted that these proposals remain subject to the federal appropriations process and congressional budget deliberations. The agency will continue to monitor legislative developments and assess potential impacts on local workforce programming.

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

Other Comments

None.

Adjournment

Chairman Steve Reeb entertained a motion to adjourn. On a motion by Mr. Moore, and a second by Mr. Greenwald, motion passed, and Chairman Reeb adjourned the meeting at 5:56 p.m.