

To Grants Committee Meeting

May 13, 2026

MINUTES

Members Present:

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

Members Excused:

Richie Meile

Staff Present:

Rick Stubblefield, Executive Director
Becky Rose

Others Present:

.....
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 Ms. Gruberman, the minutes from the April 8, 2026, Grants Committee meeting were approved unanimously.

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

Upon a motion by Mr. Smallheer, and a second by Mr. Sharkey, the Check Register Summaries for the pay periods in April 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. Sharkey, 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. Stubblefield stated that the Housing Resource Center (HRC) remains concerned about the impact that reductions in Supplemental Nutrition Assistance Program (SNAP) benefits may have on vulnerable families within our communities. We anticipate that individuals and families who lose SNAP and housing benefits due to incomplete waiver forms could face increased housing instability and, in some cases, homelessness. Staff continue to work closely with the Department of Human Services (DHS) to assist families in completing the required waiver documentation. At this time, it remains unclear whether individuals or families who lose benefits will be eligible for reinstatement once removed from the program. During the first quarter of 2026, HRC addressed approximately 13,000 inbound and outbound calls, which were managed by a staff of three employees. While it is difficult to definitively attribute the increased call volume to reductions in federal benefits, it is reasonable to believe these changes have contributed to the demand for services. We anticipate service demands may continue to increase in the coming months.

Several staffing adjustments have been implemented in Workforce Development, as we continue working to better align the program with a work-based learning model. Given the evolving workforce environment, we believe expanding work-based learning opportunities is essential to meeting current and future workforce needs. We also received our allocation for the upcoming program year, which reflects a reduction of more than \$700,000 compared to last year. We remain optimistic that a portion of these losses can be offset through supplemental funding opportunities and additional grant awards. Additionally, I had the opportunity to meet with the Department of Commerce and Economic Opportunity (DCEO) Directors during last week's Workforce Development Summit. We had a productive discussion. The Director was very pleased with the direction our program is heading.

The Low-Income Home Energy Assistance Program (LIHEAP) has processed 5,270 applications to date, with a 93% benefit approval rate.

Weatherization (WTX) has obtained two new contractors and are performing well. We continue working to address delays caused by prior WTX system issues and contractor shortages and are optimistic that the addition of these qualified contractors will help us make substantial progress. We are still awaiting state approval for the high-rise multi-family project currently under development. In the meantime, several smaller multi-family projects are prepared and ready to move forward.

The Community Service Block Grant staff are currently working with CAP 60 to implement new software designed to better integrate our Office of Community Assistance (OCA) programs. As we continue transitioning toward a more paperless environment, we anticipate improved coordination across programs and a more user-friendly application process for clients. We also expect the new system to significantly reduce reporting time and improve operational efficiency. Scholarship applications are due back by July 1st.

In the Community Development Block Grant, all public facility projects have been submitted and scored. We are finalizing the policies and procedures for the Disaster Recovery funding. Mr. Sharkey made a motion to approve the Director's report, and Mr. Smallheer seconded the motion. The motion passed unanimously.

Other Comments

None.

Adjournment

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