

To Grants Committee Meeting

September 9, 2026

MINUTES

Members Present:

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

Members Excused:

Richie Meile
Courtney Moore

Staff Present:

Rick Stubblefield, Executive Director
Becky Rose, Executive Assistant
Chris Anderson, CDBG Coordinator

Others Present:

Sarah Ciampi, HUD Director
May Brown

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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, 1st 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 Ms. Gruberman and a second by Mr. Sharkey, the minutes from the August 12, 2026, Grants Committee meeting were approved unanimously.

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

Upon a motion by Mr. Sharkey, and a second by Mr. Smallheer, the Check Register Summaries for the pay periods in August 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 reported that Weatherization continues to make progress toward meeting program spending goals. Based on current expenditure trends, we do not anticipate fully expending the available funds during the current program year. Any unspent funding will roll over; however, expenditures will likely remain below the level anticipated by the Department of Commerce and Economic Opportunity (DCEO). This may result in additional technical assistance and monitoring to support increased program activity and spending.

The Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) remains on hold, and we continue to monitor for updates. ESG/Prevention agencies are beginning to receive their contracts from Department of Human Services (DHS), including CDBG Operations, Urban League, Salvation Army, and Journey of Hope for ESG, and Catholic Urban Programs (CUP) for Prevention. Staff continue to complete and update required documentation for Health Department files. Grant agreements for CoC-funded programs remain pending; however, funding is currently available. Policies and procedures continue to be monitored and updated as needed to ensure compliance with current requirements. Seven Annual Performance Reports (APRs) are due to Housing and Urban Development (HUD) by the end of September, and staff are working to ensure all required reports are completed and submitted in a timely manner.

CDBG and HOME program activities continue to move forward as planned. Rehabilitation lottery applications are currently underway, and the Homebuyer Program completed one closing during the reporting period. The Belleville Community Development Corporation (BCDC) Homes program has also made significant progress, with two homes completed and both successfully sold. Public Facilities projects continue to advance, with all 25 projects currently underway and 26 environmental reviews in progress. The 2026 Action Plan was successfully submitted to HUD and approved. In addition, the 2027–2029 requalification process has been completed, submitted, and approved.

The Workforce Innovation and Opportunity Act (WIOA) program continues to maintain steady enrollment and overall program activity. Staff have begun the process of reviewing and revising local forms and policies in preparation for IWDS 2.0. The biannual local performance negotiation process is also underway, with a meeting scheduled with DCEO on September 17 to finalize performance targets for Program Years 2026 and 2027. At this time, projected launch dates have not been provided for the customer self-service portal or the automatic exit functionality within IWDS 2.0. The delay in these system enhancements has created some bottlenecks and operational challenges related to both enrollment and internal monitoring; however, the WIOA team remains actively engaged and is collaborating on solutions to address these challenges. An in-person staff meeting is scheduled for September 23 at 9:00 a.m. The meeting will include professional development opportunities, including guidance and hands-on

training focused on helping staff identify and provide customers with services beyond Individual Training Account (ITA)-funded training.

Quite a few staff members attended the National Association of Community Action Partnership (NCAP) conference in St. Louis last week. It was a good event. While we are not always able to participate in the national events, this being in our backyard made it possible. It's good for staff to have the chance to participate in these things. As was mentioned LIHEAP is now closed. We processed just under 7,000 applications. DCEO is here today talking about the going paperless in the LIHEAP program. While this is a good thing there are a number of logistical hurdles that need to be addressed. DCEO would also like us to begin making appointments. We do make appointments but not often. Again, logistics and safety are big concerns.

The Community Service Block Grant (CSBG) has received proposals for funding opportunities. As you know, we fund several organizations that provide services in line with our work programs. It has been a while since we opened asked for new proposals. I think we received over 10. All will be scored and awards will be made in the near future.

Sarah Ciampi, Director of the Housing and Urban Development Chicago Field Office, Office of Community Development and Planning is in town this week providing technical assistance to staff, reviewing project files, and discussing key priorities. Staff took this opportunity to introduce Director Ciampi to the Grants Committee.

Director Ciampi informed the Grants Committee that St. Clair County is the third-largest department in Illinois, and this is an exceptionally strong and dedicated team. The work being done here is truly remarkable, and the staff should take great pride in their accomplishments and the important contributions they make to the County. She expressed her appreciation for the staff and the opportunity to see firsthand the high quality of work being done throughout the department.

There were no further comments or questions.

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

Other Comments

There were no further comments or questions.

Adjournment

Chairman Steve Reeb entertained a motion to adjourn. On a motion by Mr. Sharkey, and a second by Mr. Smallheer, motion passed, and Chairman Reeb adjourned the meeting at 6:00 p.m.