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**VILLAGE OF RANTOUL  
CITIZEN'S ADVISORY COMMITTEE MEETING  
APPROVED MINUTES  
January 26, 2017**

Members Present: Jewel Kelly, Chair; Susan Combest, Marcia Jackson, Pam Cheek  
Members Absent: None  
Staff Present: Michael Loschen  
Others Present: Corey Burrows, Carol Bradford, Nita Collins, Katie Adams, Stephanie Manint, Rovee Fabi, Brad Martin and Eric Barnes

Meeting was called to order by Chairman Kelly at 6:30 p.m.

Chairman Kelly asks if there are any public comments. There being none, calls up the next item on the Agenda which is the Approval of the Minutes of July 28, 2017 Citizens Advisory Committee meeting. Mr. Loschen makes the Committee aware of a spelling correction that needs to be made on the Agenda to reflect the minutes of July 28 should be 2016 and not 2017. Ms. Jackson made a motion to approve the minutes of the July 28, 2016 meeting of the Citizens Advisory Committee, which was seconded by Susan Combest. Vote is taken and motion carries unanimously.

Chairman Kelly calls up the next item on the Agenda which is the Public Service Grant Applicants Presentations.

Stephanie Manint spoke for Family Service of Champaign County Senior Resource Center. Family Service provides a HomeCare Program and a Counseling & Advocacy Programs to seniors aged 62+. The HomeCare Program provides non-medical homecare such as light housecleaning, transportation, meal preparation, and grooming. Generally, each client receives care 2-3 times per week. The Counseling & Advocacy Program provides case management services to the seniors to help them with any need that they may have along with assist them with obtaining other services available for seniors. Both programs are designed to help keep seniors in their homes and out of institutions. The HomeCare Program will serve 15 clients while the Counseling & Advocacy Program will serve 83 clients. Family Service of Champaign County is applying for \$4,000 for the HomeCare Program and \$5,000 for the Counseling & Advocacy Program. If full funding is not received, both programs would continue providing services to seniors in Rantoul, but the amount of services each would receive would be decreased.

Nita Collins spoke for Champaign County Regional Planning Commission's Youth Assessment Center. The Youth Assessment Center Case Management program seeks partial funding in the amount of \$10,000 to continue Court Diversion Services and services provided by the Youth Assessment Center for youth in Rantoul who have gotten into trouble with law enforcement. The counselors come to Rantoul to meet with the youth and their parents and provide referrals for the youth to access other services that he/she needs. The program will serve 75 Rantoul youth and also provides mediation and peer court at the Rantoul community center.

Carol Bradford spoke for Prairie Center. Prairie Center is requesting funds in support of educational substance abuse treatment groups and individual counseling sessions for adults who are either "at risk" for substance abuse or who have been diagnosed with a substance use disorder as well as their affected family members. They are asking for \$13,000 to continue the program and to provide case management, transportation and drug testing for males (the counselor is female and is not allowed to administer tests for males). The proposed program plans to assist 25 persons. In addition to current case management services provided, transportation to/from local substance abuse support groups will be provided to Rantoul clients, letters/calls to remind clients of appointments/groups and aiding clients in applying for health insurance through Managed Care Organizations. A new one hour evening substance abuse education group will be added to accommodate clients who work during the day and are unable to attend the daytime groups. The program is also going to start reaching out to the Hispanic community by providing Spanish language brochures to organizations that serve the Hispanic population in Rantoul to ensure they have knowledge about and access to substance abuse treatment services.

Rovee Fabi spoke for SmileHealthy. SmileHealthy provides dental care services to all Champaign County Head Start locations within the county. They are asking for funding specifically for the Rantoul Head Start location in the amount of \$8,000 to provide dental services to enrolled Rantoul students along with their immediate families. The program sees approximately 400 students annually and the total number that will be assisted with Rantoul CDBG funds is 150 .

Corey Burrows, Chief Operating Officer, for Big Brothers, Big Sisters of Central Illinois spoke as to their social service request for funding. This is the first time that Big Brothers, Big Sisters of Central Illinois has applied for funding through the Rantoul CDBG program. Big Brothers, Big Sisters of Central Illinois has provided services in Champaign County since 1999 but has had very limited services in the outlying areas and because of this have only been able to serve about 5 to 15 children per year from Rantoul. Recently Big Brothers, Big Sisters of Central Illinois started having conversations with individuals from the Rantoul Tomorrow Initiative as well as with the Rantoul City Schools. Rantoul City Schools has identified mentoring as a key critical piece of their plan to move forward in helping students be more successful in school. In a survey done by Rantoul City Schools, 430 children were identified as needing mentoring services. Ms. Combest asked what are the ages their services are provided? Mr. Burrows replied ages 5 to 12. They typically stay within the elementary and middle schools with the program. The Big Brothers, Big Sisters of Central Illinois services consists of recruiting, screening, training, and matching mentors to children. They work with the schools to identify the children who need the services and the schools make the referral. Big Brothers, Big Sisters of Central

Illinois will interview the children, work with the family to get permission slips signed. Then the mentor will go into the schools to visit that child once a week, throughout the school year. Over the summer months they would transition them over to their community based program where they could see each other outside of the school or they will facilitate some type of contact over the summer months. The purpose of the program is to provide social, emotional support. Tutoring is great for the academic side but a lot of times the children are coming from homes where there are some very adverse childhood experiences going on such as poverty, incarceration of a parent, substance abuse, criminal activities, etc. What the program does is provide support for them that helps them develop better relationships with adults and their peers, better academic skills, better attendance at school, and also preventing juvenile delinquent behaviors. They know that if you work early with children they are more likely to stay on the road to success and graduate from high school. It also helps them to develop keen non-cognitive skills that are crucial for college and career readiness after their high school years. Big Brothers, Big Sisters of Central Illinois is asking for funding in the amount of \$15,000 to help them hire a full-time case manager that will work strictly in Rantoul within the schools to help serve 60 children in 1:1 mentoring relationships. They want to hire a case manager from the Rantoul community and they want to house that individual within the Rantoul community. This will be an expansion of their services in Central Illinois by strictly increasing services in Rantoul. With this funding, Big Brothers, Big Sisters of Central Illinois knows that the responsibility will be on them to find a sustainability plan for keeping that individual full-time by developing relationships with businesses, donors and other funding sources after one year of funding through the Rantoul CDBG program. As far as cost effectiveness, the program does look very expensive. It's about \$1,000 per child per year but whenever you look at the units of service, all those individual 1:1 contacts per child with each mentor or professional case management staff, the Rantoul portion breaks down to \$9.25 per every 1:1 visit with the child. Mr. Kelly asked what the outcomes have been for the students they have now? They use a Youth Outcome Development plan for each of the students as well as Youth Outcome Surveys for each of the children. At the time of enrollment of the child into the program, they administer a Youth Outcome Survey to measure attitudes and behaviors. One year into the relationship they will re-measure those same measures to get a snapshot of where the child has improved in their attitudes and behaviors. They will also collect report cards and more of the subjective data that they will be gathered from the school on how the child is doing and where the school has seen improvements. What they know is that children who are mentored improve their attitudes and behaviors around academics, around the importance of being in school, around the importance of feeling like the child can do the same work as their neighbor sitting next to them. BBBS knows that 75% of the children in the program have a "C" or better average and that 80-85% of them typically will miss 9 or less days of unexcused absences which is the State definition of truancy. Ms. Jackson asked who chooses what mentor goes with what child? That will be the case manager's role and responsibility. Whenever the case manager goes through the interview process with both the mentor, they will find out what the mentor's interests are, why they want to be in the program, what they are expecting from the program, what type of child that they would like to work with. At the same time, they are having the same conversations with the teachers at the school to figure out what is the child's needs, what are they looking to do for that child, then they interview the child to try to identify their interests, what they're looking for from a relationship. Then they take all of that information and decide which mentor and which mentee will work the best together. On average their matches will last about 3 to 3 ½ years. Mrs. Cheek

asked how long it takes to match somebody up? Mr. Burrows replied that the screening process takes about a month or so. The process involves orientation training, interviewing the volunteer in person, checking with three references that the volunteer has listed, checking into other youth organizations that the volunteer has been involved in, conducting background checks and writing an assessment for each volunteer, so all of that can take a little bit of time. Mr. Burrows further explains that they are trying to get their funding in place now so that they can spend the entire summer recruiting, screening, training, working with the school before it lets out to identify the children that are most in need of mentoring so that when they get to the school year, they already have that work done and the program can hit the ground running in 2017-2018. Mrs. Cheek asked if the Village is helping get volunteers for the program? The Village is providing some assistance by promoting the need for volunteers on the Rantoul Tomorrow web site. Mr. Kelly asked how Big Brothers, Big Sisters of Central Illinois screens to determine which child to serve and which ones they will not? Mr. Burrows explained that the schools know better which students they would consider the most in need of their services so they will rely on the school to make those determinations and Big Brothers, Big Sisters of Central Illinois will then work within those parameters. Ms. Jackson asked if when the child becomes a senior are there any scholarship awards for them? Mr. Burrows replied that their program does not do this. She indicated that she is familiar with the Champaign County Mentoring Program and that they have scholarships given to them. Mr. Burrows explained that is the CU 1:1 program works strictly in the schools in Champaign and Urbana so they have strong in-school mentoring programs there while Big Brothers, Big Sisters of Central Illinois does mostly community based mentoring in Champaign and Urbana. In Rantoul, it was identified through Rantoul City Schools that they really wanted to focus on the school based mentoring and Big Brothers, Big Sisters of Central Illinois may see some of those matches move into the traditional community based mentoring after they've been matched. No further questions are asked of Mr. Burrows so this concludes his presentation.

Katie Adams, Strong Families Program Director, spoke for Crisis Nursery. Crisis Nursery seeks to prevent child abuse and neglect. Crisis Nursery is applying for \$16,169 to operate the "Rantoul portion" of their Safe Children Program. The program provides emergency care for children aged birth to six years old so that the household can deal with their emergency by providing a safe environment for the child until the unsafe situation is resolved. The length of time a child stays varies upon family need, but can stay up to 3 days at a time; an average stay is 8 hours. Families use Crisis Nursery for lots of different reasons but the most overwhelming cause for admission is parental stress. They also work with families that are facing other situations such as a mental health crises, health crisis, substance abuse issues, homelessness, domestic violence as well as job related emergencies (which is the 2<sup>nd</sup> greatest cause for admission). The Nursery itself is 24/7. It is always open as a crisis can happen at any time so they always have staff in the building and their crisis line is always staffed. When families use them, it is completely free of charge and families also don't have to bring anything for their child. Asking for support again this year to help Rantoul based families. The Nursery averages about 300 Rantoul based admissions a year and the funding that is provided by Rantoul helps support those admissions. Overall, they have seen the demand for Crisis Nursery services is rising. Last year, there were more than 950 instances where families called to ask for help but they were already full and we couldn't accept their kids. Mrs. Cheek asked about the number of children the Nursery can take at a time? Ms. Adams replied that the official capacity is 16 and

that they are currently staffed to accept 16 kids during the day and 8 overnight. They have recently completed a facility expansion and once their licensing process is reappraised, they can take up to 18 children. Mrs. Cheek asked if the Nursery had to be licensed through DCFS to which Ms. Adams replied that they are licensed through DCFS and that all of the staff and volunteers have background checks done through DCFS. Ms. Combest asked about the average number of admissions per child that the Nursery typically receives. Ms. Adams replied that this funding supports 155 admissions. The Nursery doesn't limit how often the family uses the Nursery because often the crises that a family is facing aren't going to be resolved in one visit. What the Nursery has seen is that when a family uses them repeatedly then the Nursery becomes a part of their support network and that enhances their functioning overall. The Nursery also provides other supportive services (not being funded by this grant) to strengthen families. Mr. Kelly asked what happens when the Nursery can't accept a child because they are at capacity? Ms. Adams explained that they triage all calls when they come in to assess the risk to the child and to make a determination based on that risk. As long as they have the space then they will always say "yes" as long as it's an appropriate use of their services but if they don't have the space then staff is tasked with assessing the situation – how risky is this to the child? What other supports does the family have in place that could step in line? What problem solving can they do with the family right at that moment that might reduce the risk? If those other solutions don't come into play then they make the room by either calling in on call staff so that they have additional child care staff available for that child or by calling parents of children already in the facility to pick up their child(ren) early because a more severe issue has come into play. She indicated that this does happen quite frequently and they are able to work it out. If it is determined that there are other safe alternatives for the family, they will then problem solve with the family as to that safe alternative solution. Mr. Kelly asked if there was a limit on repeat services? Ms. Adams replied that they don't limit how often families can call and ask for help but they do work with families who call on a repeat basis to help them identify other solutions because they recognize that they haven't done their job if they call repeatedly and then all of sudden they can't help them if they haven't helped solve the core issue. She also stated that they don't see a lot of misuse of services but if they do identify a misuse then they resolve it directly with the families.

That concludes the presentations by the agencies applying for public service funds.

Ms. Combest asks Mr. Loschen if he has any idea of the amount of money that will be received from HUD? Mr. Loschen replied that the federal budget hasn't even been established yet because of the election, etc. so he doesn't have any idea yet. He just estimated \$275,000 which is about an 8% drop, just to be on the conservative side. Ms. Combest asked how much that leaves for the social work to which Mr. Loschen replied about \$22,000. Part of that is the way that we have historically done the grants. We are allowed to spend 15% of whatever grant year but it doesn't matter when those grants were allocated. We are getting ready to start the 2016 grants right now but that won't end until October of this year. So 2/3's of the 2016 grants will get counted towards the 2017 year. From the roughly \$40,000 from the 2016 year, only \$15,000 could be spent in the FY 2016 and the remaining \$25,000 will carry over to come out of the 2017 year. Because the grants are going down a little bit, we also have to spend less to make sure we stay under our 15% cap. There are several different little factors going on that are adding up and hopefully this will be a one-time correction year. Most of the agencies tonight have grants

already so they will at least be able to get through October with those then we would start the \$22,000 grant process November 1 of 2017 through to October of 2018. Hopefully that will get us on the right budget track then. Mr. Loschen stated that there is a little over \$70,000 in requests this time.

Mr. Kelly directed Mr. Loschen's attention to a spelling error on page 9 of the AAP under Objective 1. Mr. Loschen notes the error and will make that correction on the draft.

Mr. Loschen explains that this is just a draft of the AAP and that he will be updating it every day and posting the updated versions on the Village's web site under Community Development. Once Rantoul is notified of the final amount that it will receive from HUD, then there will be a final budget recommendation and a final draft of the AAP will be sent to the committee for review at a second meeting.

Mr. Loschen reminded the committee that we are in a 30-day public comment period which will end February 23, 2017. The public comment period is for anyone in the community who wants to look at this plan and make any comments or recommendations. If the committee sees anything that they think we should be doing and we aren't right now, please let him know and we will see if we can't get it in. Right now we are looking at our usual housing rehab, public services, a little bit of demolition money and an infrastructure project which is Willow Pond Road repaving. Mr. Kelly asked what Mr. Loschen anticipates the cost for the Willow Pond Road project would be? Mr. Loschen advised that the engineering estimates came in to be around \$850,000 to \$1 million for the construction end of things and that he believes approximately \$180,000 total can come out of 2017 CDBG funds. It would then be up to Public Works to find the balance.

Ms. Combest asked if the agencies were aware that there was going to be a shortfall this year for funding of public service grants? Mr. Loschen replied that they are aware of the shortfall. He indicated that he gives the agencies a brief overview of the expected dollars during an application workshop he conducts each year as the application process is beginning.

Ms. Jackson inquired as to the number of buildings that the Village has to tear down. Mr. Loschen explained that this money cannot be used to tear down buildings that the Village owns. The money would only be available for use to tear down privately owned buildings.

There were no public comments.

The Citizens Advisory Committee decided to conduct their next meeting after HUD announces the grant allocations.

Chairman Kelly adjourned the meeting at 7:35 p.m.

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Approved at the July 20, 2017 meeting of the Citizens Advisory Committee.