

John M. Scott Health Care Commission September 2021 Meeting Minutes

Meeting Details: September 22nd, 2021 via Zoom

Attendance

Commissioners Present: Karen Schmidt, Karen Stipp, Adam Houghton, Feli Sebastian, Brad Secord, Elaine Hardy and Judy Neubrandner.

Commissioners Absent: Colton Sylvester, Kyana Wilkinson, Angela Chasensky, and Catherine Crockett.

Staff: William Bessler (Staff Administrator) and Genevieve Rappold (Illinois State University Stevenson Fellow with the City of Bloomington)

Call to Order

Commission Chairperson and Presiding Officer Karen Schmidt called the meeting to order at 6:31PM CST and requested a roll call of Commissioners present. Staff Administrator Bessler called the role. Quorum present.

Consent Agenda

Chairperson Schmidt asked for clarification on the staff invoices. Mr. Bessler explained that staff invoices require the Chairperson's signature and then approval by the Commission. Chairperson Schmidt stated the Consent Agenda held two items – staff invoices for August 2021 and the August 2021 meeting minutes as presented. Chairperson Schmidt asked for a motion to approve the Consent Agenda unless a Commissioner wanted to move a Consent Agenda item for further discussion.

Commissioner Secord motioned to approve the Consent Agenda as presented. Commissioner Houghton seconded the motion. Ayes: Schmidt, Stipp, Houghton, Sebastian, Secord, Neubrandner. Nays: None. Motion carries.

Action Items

Approval of the FY2023 Budget: Chairperson Schmidt and Chairperson Stipp discussed the development process of the FY2023 Budget. Mr. Bessler outlined the proposed distribution of the FY2023 Budget funds. Ninety-five percent of the funds will go towards the grant program with the remaining funds covering administration costs. Most of the administrative costs were similar to FY2022. Minor increases to the staff line item preview the increase in cost due to the increase in Mr. Bessler's salary as the City's Grants Coordinator. The contingency line-item also

showed an increase over FY2022 to cover unexpected cost increases. The budget eliminates the evaluation line-item. Mr. Bessler stated that, although this line-item is important, there should probably be more time to develop the grant program before hiring an outside evaluator. Most of the grants portion of the budget went towards the Category II-Program grant, while the Category I and Category II-Capital grants were funded at the same level. The Category III grant budget was reduced due to the difficulties spending funding category in previous fiscal years.

Commissioner Secord motioned to approve the FY2023 Budget. Commissioner Houghton seconded the motion. Ayes: Schmidt, Stipp, Houghton, Sebastian, Secord, Neubrandner. Nays: None. Motion carries.

Approval of the FY2023 Request for Proposal (RFP) Plan: Chairperson Stipp discussed the development process of the FY2023 RFP Plan and some of the conversations the Grants Committee had regarding the plan. Mr. Bessler stated the RFP would be sent to interested parties along with all previous grant applicants on 09/23/2021. A press release and other outreach will occur when Neighborly can confirm the 10/01/2021 launch date for the applications. Mr. Bessler will keep the Commission and potential applicants informed if there are any delays or changes.

Commissioner Secord motioned to approve the FY2023 Request for Proposal (RFP) Plan. Commissioner Houghton seconded the motion. Ayes: Schmidt, Stipp, Houghton, Sebastian, Secord, Neubrandner, Hardy. Nays: None. Motion carries.

Discussion Items

FY2023 Application Update: Chairperson Schmidt asked for updates on the Neighborly application. Mr. Bessler explained that there was a meeting on the application earlier that day and the application was coming along nicely. Some minor changes had been made, done with approval from Chairperson Schmidt and Chairperson Stipp through the procedure approved by the Commission in the August 2021 meeting, before the meeting with Neighborly. The date for the Q&A session for potential applicants has yet to be determined but it will be scheduled before the open date for the application. The Press Release draft is done and will be sent to the City's Communication staff for approval. Mr. Bessler hopes to get this information on the City's social media accounts as well, and asks the commission members to spread the word about the grant as well. Staff will be updating the conflict of interest forms for scorers and reaching out to previous scorers to request they score this year's applicants. Chairperson Schmidt asked how scorers are chosen and if there is a need for additional scorers. Mr. Bessler explained that there may be a need for more scorers, but that is dependent on the number of applicants and the number of scorers from the previous year that return. Mr. Bessler stated that suggestions for additional scorers are welcome. Staff Administrator Bessler plans to ask city staff with construction expertise to assist with Category II-Capital applications.

FY2021 Court Report Update: Mr. Bessler stated that staff has been working on the FY2021 Court Report and it is expected to be completed by next week, at which point it will be sent to the law firm for review. From there, it will be added as an action item for the October 2021 Commission meeting and then sent to the Trustee (Bloomington City Council).

Unspent FY2021 Grant Funding Update: Chairperson Schmidt asked for updates on the FY2021 unspent grant funds. Staff Administrator Bessler explained that West Bloomington Revitalization Project plans to return their unspent grant funds and a process for that has been outlined for them. The money will be returned to the John M. Scott bank account.

Discussion of Non-Agenda Items

Chairperson Schmidt wanted to recognize several commission members who are being honored as nominees for the YWCA Women of Distinction.

Mr. Bessler stated that the Code Enforcement Division is planned to be renamed the Community Enhancement Division and the new manager of this division will be starting soon. They will be introduced at the first available Commission meeting.

Adjournment

With no further discussion, Chairperson Schmidt asked for a motion to adjourn the meeting. Commissioner Secord motioned to adjourn the meeting. Commissioner Sebastian seconded the motion. Ayes: Schmidt, Stipp, Houghton, Sebastian, Secord, Neubrandner, Hardy. Nays: None. Motion carried.

Meeting adjourned at 7:02PM CST.