

CITIZEN ADVISORY COMMITTEE MEETING MINUTES
April 3, 2017

Members present: Classon, Heinrichs, Hodges, Hoepner, Lopez, Lord, Obleton

Members excused: Huss, Joiner, Kelly, Kiefer, Williams

Members Absent: None

Staff present: Cameron, Johnson

Six members present at 6:00 PM, so there was no quorum. Members present decided to wait to see if any other members would appear.

Seventh CAC member appeared at 6:10 PM and the meeting was called to order with Vice-Chair Fred Classon presiding since Chair Chad Kiefer was excused to attend Davenport U.

There were no citizens with business to present to the CAC.

Heinrichs made a motion to approve the minutes of the March 6, 2017 meeting, Lopez seconded, and the motion passed.

Obleton made a motion to accept the financial report, Heinrichs seconded, and the motion passed.

Staff reminded the CAC about the changes that were made to the CDBG application for Year 43. Specifically, the subcommittee recommended and the CAC approved reducing the proposed outcomes/performance measures from three to one, with the specification that the CAC review the single proposed outcome/performance measure for each subrecipient to ensure that they are adequate to the CAC's expectations. Staff presented a handout summarizing the one proposed outcome/performance measure for each subrecipient. The members briefly discussed them, but felt that the discussion should be held when more CAC members are present. Obleton asked if they could be reviewed and discussed at the next meeting. All agreed.

The agenda contained an item to do a recap of the Year 43 allocation process, but the members felt that the discussion should be held when more CAC members are present. They elected to hold the discussion at next month's meeting.

Staff discussed the possibility for summer presentations from the subrecipients again this year. The members present discussed whether there is value in continuing to do the summer presentations again, as the subrecipients typically do not appear to put much effort into their presentations and often just restate their program statistics. For the last two years, the CAC has tried to structure the presentations around themed questions, but some agencies just ignore the questions, give their usual statistics presentation, and that requires email follow up about the questions not addressed. Some members favored having the presentations but asking one question only that relates to the uncertainty about CDBG funding going forward and anticipated deep cuts. Perhaps a question about what the agency will do to replace CDBG funding and keep their programs operating without it. The group felt that this discussion should be held with more CAC members present and decided to review and brainstorm at next month's meeting.

CAC requested updates on the status of United Neighbors programs and missing application items. Staff shared that there are currently three issues at hand: Year 42 monitoring, Year 42 Summer Program and Year 43 application items. A monitoring visit will occur at UNI on April 7; staff summarized the answers given by UNI to pre monitoring questions. Staff also shared the partial updates provided by UNI for the Year 42 Summer Youth program, which will begin in June. More information is needed to clarify budgets and staffing levels, especially with regards to the planned purchase of busses for transportation rather than contracting with a bus company as has been done in the past. None of the outstanding items due by June 1 have yet been provided.

Staff provided an update on the NHS waiver, the request has been submitted to the Omaha Field Office, and they are responsible for submitting it to HUD Headquarters. As of the last conversation with them, it had not yet been submitted.

Staff reminded the CAC that CDBG Week is coming up in April and planning for an event is underway. CAC members are always welcome to attend events.

Meeting adjourned at 6:55 PM.