

John M. Scott Health Care Commission August 2023 Meeting Minutes

08/22/2023 via Zoom

Attendance

Commissioners Present: Kyana Wilkinson, Karen Schmidt, Catharine Crockett, Feli Sebastian, Karen Stipp, Judith Neubrandner, and Elain Hardy (arrived at 7:12PM).

Commissioners Absent: Angela Chasensky, Adam Houghton, Carla Pohl, and Bradley Secord.

Staff Present: William Bessler (Staff Administrator and Community Enhancement Division Grants Coordinator) and Melissa Hon (Economic and Community Development Department Director).

Call to Order

Presiding Officer Kyana Wilkinson called the meeting to order at 7:02PM CDT and asked Staff Administrator Bessler for a roll call. Mr. Bessler called the roll. Quorum present.

Consent Agenda

Chairperson Wilkinson introduced the consent agenda. Commissioner Schmidt motioned to approve the consent agenda as presented. Treasurer Sebastian seconded the motion. Chairperson Wilkinson called for a voice vote. Ayes: Wilkinson, Schmidt, Crockett, Sebastian, Stipp, and Neubrandner. Noes: None. Abstains: None. Presents: None. Motion passed.

Action Items

Approval of Fiscal Year 2023 Grant Cycle Request for Proposal (RFP)

Chairperson Wilkinson reviewed the action items and reviewed the timeline presented to the Commission. Opened for questions and/or comments. Commissioner Schmidt appreciated the work that has gone into the Action Items before the Commission.

Commissioner Schmidt motioned to approve Action Item A as presented. Chairperson Wilkinson seconded the motion. Chairperson Wilkinson called for a roll call vote. Mr. Bessler called the roll. Ayes: Wilkinson, Sebastian, Crockett, Neubrandner, Schmidt, and Stipp. Noes: None. Abstains: None. Presents: None. Motion passed.

Approval of Fiscal Year 2025 Grant Cycle Category II Program and Capital Application Modifications.

Chairperson Wilkinson introduced Action Item B reviewing the Grants Committee meeting and changes as it pertains to applicant funding reserves.

Mr. Bessler provided an update on Neighborly and was able to confirm on-line application dates based off the RFP (September 6, 2023 -October 18, 2023). Chairperson Wilkinson noted that the RFP also listed the Q& A session on September 12, 2023. Mr. Bessler confirmed the scheduled session and stated this as an option for Commissioners to attend. In the past staff has conducted with Commissioner members attending. It is hard to predict the turn out as this session has been conducted for the last three years. Most likely new applicants could be interested in attending.

Chairperson Wilkinson asked for a motion to approve Action Item B as presented. Commissioner Stipp motioned to approve action Action Item B as presented. Secretary Crockett seconded. Chairperson Wilkinson asked for a roll call vote. Mr. Bessler called the roll. Ayes: Wilkinson, Sebastian, Crockett, Neubrandner, Schmidt, and Stipp. Noes: None. Abstains: None. Presents: None. Motion passed.

Approval of Fiscal Year 2025 Grant Cycle Applications Scoring Criteria.

Chairperson Wilkinson reviewed Action Item C and noted the largest change to scoring which will allow more concrete numbers with scoring. Commissioner Neubrandner stated there is more emphasis on the CHIP goals.

Mr. Bessler thanked the Grants Committee for the efforts made particularly Commissioner Stipp.

Secretary Crockett stated the need for a copy of the criteria when scoring. Mr. Bessler stated all those scoring will receive a copy of the scoring criteria. It will also be posted on the City website. It is the hope that applicants review the scoring and scoring criteria as they submit applications.

Chairperson Wilkinson asked for a motion to approve Action Item C as presented. Commissioner [REDACTED] motioned to approve Action Item C as presented. Treasurer Sebastian seconded. Chairperson Wilkinson asked for a roll call vote. Mr. Bessler called the roll. Ayes: Wilkinson, Sebastian, Crockett, Neubrandner, Schmidt, Hardy, and Stipp. Noes: None. Abstains: None. Presents: None. Motion passed.

Approval of Fiscal Year 2024 Commission Meeting Time of the Fourth Tuesday of the Month at 7PM.

Chairperson Wilkinson summarized the efforts taken to set the Commission meeting time and Zoom option. Mr. Bessler stated that staff has no plans to move to in-person meetings.

Chairperson Wilkinson asked for a motion to approve Action Item D as presented. Commissioner Stipp motioned to approve Action Item D as presented. Commissioner

Neubrandner seconded. Chairperson Wilkinson asked for a roll call vote. Mr. Bessler called the roll. Ayes: Wilkinson, Sebastian, Crockett, Neubrandner, Schmidt, Hardy, and Stipp. Noes: None. Abstains: None. Presents: None. Motion passed.

Discussion Items

Fiscal Year 2025 Grant Cycle Application Evaluation:

Chairperson Wilkinson introduced the first discussion item. Chairperson Wilkinson noted the scorers list and plan for recruitment.

Mr. Bessler thanked the Commission for sending in potential scorer's names. Mr. Bessler stated that staff sent Commissioners and Ad Hoc Committee Members the FY2025 scorer Excel workbook, which will allow Commissioners and Committee Members to add names to the scorers list. Staff will send potential scorers' additional information in September.

Secretary Crockett asked if there has been criteria set for scorers?

Mr. Bessler stated there are no specific criteria establish for scorers but in the past the following markers were met:

- McLean County Residents.
- Health Care or Social Services
- Construction background

Mr. Bessler stated in the past the Commission did not want to resort to ECD staff scoring. Mr. Bessler asked for guidance from the Commission with potential City staff that have scored in the past and currently employed with the city.

The Commission discussed in length and concluded that the Commission would not advertise to City staff but if scoring in the past and now employed it would be acceptable as there are measures in place for any conflict of interest.

Mr. Bessler stated staff that may have scored in the pass will be kept in reserve if needed. Mr. Bessler stated in the future it would be beneficial to map out criteria for scorers, providing more guidance for recruitment.

Commissioner Recruitment:

Chairperson Wilkinson stated that Commissioner Pohl will be resigning. Mr. Bessler stated the Commission will be looking for someone that has oral care experience. Mr. Bessler reviewed the recruitment process once the resignation has been formally submitted.

The Executive Committee reviews the applicants and makes a recommendation to the full Commission. The full Commission would then vote to approve the recommendation and staff will send the recommendation to the City Administration for formal approval by the Trustee.

Mr. Bessler stated that most of the actual recruitment will come from the Commission members. Commissioner Schmidt inquired as to avenues for recruitment.

There was discussion amongst the Commission as to avenues of recruitment, networking and the need to provide potential candidates that staff could reach out to.

If a candidate in the oral health field does not present, the Commission could discuss an additional expertise area to bring on board.

Mr. Bessler confirmed a retired dentist would be eligible as long as living in McLean County.

Chairperson Wilkinson inquired as to the status of the need for a member on the Finance Committee. Mr. Bessler stated there is a need for an Ad Hoc member.

Chairperson Wilkinson summarized that the Commission will be recruiting scorers' and a new Commission member.

Non-Agenda Discussion Items

No non-agenda discussion items were discussed.

Adjournment

With no further agenda business, Chairperson Wilkinson asked for a motion and a second to adjourn the meeting. Secretary Crockett motioned to adjourn the meeting. Commissioner Stipp seconded the motion. Chairperson Wilkinson called for a voice vote after there was no discussion regarding the motion. In the opinion of the Presiding Officer, the Ayes had it and the motion passed. Ayes: Wilkinson, Schmidt, Crockett, Neubrandner, Schmidt, Sebastian, and Hardy. Noes: None. Abstains: None. Presents: None. Motion passed. Meeting adjourned at 7:32PM.