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MEETING
OF THE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

City Hall - Room 604
121 North LaSalle Street
Chicago, Illinois

Tuesday, June 19, 2018
2:09 p.m.

Reported By: Pauline Strohl, CSR
Urlaub Bowen & Associates, Inc.
312.781.9586

1 Present for the Meeting:

2 Mr. Graylen McClarn
Ms. Latoya Vaughn
3 Ms. Pamela Butts
Ms. Sheryl Holman
4 Ms. Megan B. Winzeler
Ms. Susan Zeigler
5 Mr. David Wells
Ms. Shuzi Cheng (intern)
6 Ms. Judy King

7 - - - - -

8 MS. VAUGHN: It's 2:08. I think we can get
9 started. Good afternoon and welcome to our first
10 CDAC meeting of the year. We had I believe two
11 other meetings that were cancelled. We have had
12 some turnover here in our office. Alessandra
13 Budnick who managed the CDBG program, is no longer
14 with our office which is a huge gap for us.

15 So I will be assuming the role in
16 the interim of us finding a new person to assume
17 her responsibility. So I'll start, let's start
18 with introductions. My name is Latoya Vaughn. I'm
19 the deputy budget director here with the city of
20 Chicago's Office of Budget and Management.

21 I manage all of the various grant
22 programs including CDBG, HOME, HOPWA and ESG
23 programs. It's our Housing Opportunities for
24 People with AIDs grants. Our Emergency Solutions

1 Grant, our Home Investment Partnership and our
2 Community Development Block Grant program.

3 MS. BUTTS: Pam Butts, I'm with New Eclipse
4 Community Alliance.

5 MS. WINZELER: I'm Megan Winzeler. I'm with
6 the Chicago Jobs Council.

7 MS. CHENG: I'm Shuzi Cheng. I am an intern
8 here at Office of Budget and Management.

9 MR. McCLARN: I'm Graylen McClarn. And I'm
10 grants management as well. I also manage in
11 procurement our supplier system.

12 MS. VAUGHN: All right. So today we have
13 handouts. So I do want to mention that I will make
14 a phone option available. I will make a phone
15 option available. We're just going through
16 introductions now. And we have a sign-in sheet.

17 Please sign by your name and then
18 pass it around and the rest of the material is
19 yours to keep. So if you don't mind doing a quick
20 introduction to let us know who you are and then I
21 think we can go right back around and do another
22 quick round of introductions because we have more
23 folks.

24 MS. ZEIGLER: I'm Susan Zeigler. I'm the

1 Director of Quality Assurance at Alexian Brothers
2 Housing and Health Alliance. We provide housing
3 and case management services for people living with
4 HIV and other chronic illnesses.

5 MS. HOLMAN: Sheryl Holman, Community
6 Assistance Programs. CEO. Work Force Development
7 Community Assistance Programs, we're a work force
8 development agency.

9 MR. McCLARN: Graylen McClarn, Office of
10 Budget and Management.

11 MS. VAUGHN: Latoya Vaughn, Office of Budget
12 and Management.

13 MS. BUTTS: Pam Butts, New Eclipse Community
14 Alliance.

15 MS. WINZELER: Megan Winzeler, Chicago Jobs
16 Council.

17 MS. CHENG: Shuzi Cheng, Office of Budget and
18 Management.

19 MR. WELLS: David Wells, Office of Budget and
20 Management.

21 MS. VAUGHN: And so the packet of information
22 that we are giving you today is an agenda. We're
23 also going to discuss the funding announcements so
24 we provided details into the funding announcements

1 provided by HUD.

2 And then we also have an updated
3 policies and procedural document. If you notice
4 any edits that are required to this document,
5 please e-mail me. Actually, you know what, I will
6 make sure to give you guys an electronic copy so
7 you can mark it up. If you notice any changes that
8 are required, you can shoot it back to me.

9 But this will be our policy and
10 procedural document that will take us through this
11 committee's tenure or term. Sorry. So welcome
12 again. We really appreciate your attendance. As I
13 mentioned we had a meeting scheduled for I believe
14 it was April.

15 February 6, 2018 which was
16 cancelled. April 12th, 2018 which was also
17 cancelled. And so this will be our first meeting
18 of the year. And so I'm hoping to start off this
19 meeting with some good news from HUD. For the most
20 part we have received our final allocations.

21 And most of the grants were
22 increased with the exception of the ESG Program.
23 So the CDBG program received an increase of
24 6,812,000. The HOME program received an increase

1 of 5,929,000. The Emergency Solutions Grant was
2 reduced by 34,000 based on what our expected
3 allocation was for 2018.

4 And then the HOPWA program was
5 increased by \$1,010,000. So basically we are in
6 the process of getting these funds appropriated.
7 We go down to the budget committee in city council
8 on the 26th and 27th of this month to get the funds
9 appropriated. And we also are on target with our
10 final, our fiscal year '18 final action plan which
11 must be submitted to HUD before July 15th.

12 So we are on target with that
13 schedule so far. Most of our allocations the
14 department has elected to increase existing
15 programs across the board. So we have increased
16 domestic violence programs, our mental health
17 programs, senior service programs. The DPD --

18 MR. WELLS: Multi Housing Funding Program.

19 MS. VAUGHN: Multi Housing Funding Program
20 has been increased. So we do have a breakdown of
21 that if you guys would like that. I can provide
22 that before we conclude today. But we do have a
23 breakdown of what we are proposing to present to
24 our council. But as I mentioned we have a quick

1 turnaround with getting our final action plan
2 submitted.

3 MR. WELLS: And the other increase was in
4 homeless services as well as DFSS, Department of
5 Family and Support Services. And the reason she's
6 pointing to me is because for the quick review, I'm
7 David Wells, managing deputy for the Office of
8 Budget and Management. This \$6.8 million that we
9 received is an insightful bonus for this year's
10 funding, which is going to really help programs
11 especially in the homeless arena and domestic
12 violence where those funds are very necessary.

13 And even on the side of DPD,
14 Department of Planning and Development where
15 they're providing affordable housing options for
16 individuals throughout Chicago. We're not too sure
17 if this 6.8 is going to be included on level
18 funding for 2019.

19 But what we'd like to do is actually
20 work with the CDAC committee to identify what, if
21 we were to receive this additional money next year
22 -- and we didn't find out about this until last
23 month -- work with you all to help us identify some
24 funding priorities based upon some research that

1 our budget analysts are preparing right now.

2 So my request for CDAC is the
3 members who want to participate is to work with
4 that team of analysts based upon their
5 recommendations. So they're looking throughout the
6 nation and kind of best practices and use of CDBG
7 in coming up with kind of a menu of items that if
8 we receive this additional money in 2019, that the
9 city can proceed on appropriating those particular
10 funds during that time.

11 And so the basic ask is looking for
12 individuals on the CDAC committee to work with
13 those analysts; come up with recommendations for
14 the budget director and then as soon as we know
15 that we hopefully, crossing fingers, toes, not in
16 the eyes, that we receive the 6.8 million, we would
17 go by that recommendation and in that particular
18 program or programs towards 2019.

19 That's why I'm here today to beg and
20 plead for your assistance, if it's something that
21 you would like to be involved in. And if so then
22 we'll follow up with an e-mail at a meeting
23 probably before your next CDAC meeting to kind of
24 like get that process started.

1 MS. VAUGHN: So inside of your packet we have
2 not just the policies and procedures, we also have
3 contact information for each of our members. And
4 if you look on page 8, you will see the schedule
5 for all of our meetings through 2018. We have not
6 initiated any 2019 meetings.

7 But our 2018 meetings are listed
8 here. And so piggybacking off of what David said,
9 once our analysts are ready to make a proposal,
10 we'll e-mail you guys and then you'll have an
11 opportunity to respond, collaborate across the
12 board with other members and propose some funding
13 allocations based on a 6.8 possible increase from
14 HUD.

15 And in September of 2018,
16 September 18th we'll have another meeting in which
17 we can meet in person and talk about any funding
18 recommendations that you guys might have across the
19 board. And these are for all eligible CBDG
20 activities.

21 MS. HOLMAN: I receive CBDG funding. Is it a
22 conflict for me to be involved?

23 MR. WELLS: So I'm going to initially say no
24 and this is the reason why. The analysts are

1 looking for nontraditional uses that we build for
2 CDBG so they're not looking to fund existing
3 programs. They are actually looking to fund other
4 activities that are CDBG eligible.

5 The city of Chicago primarily uses
6 the CDBG funding for public services which we're
7 funding, non-profit organizations throughout the
8 city of Chicago. But CDBG can use everything from
9 infrastructure to economic development.

10 And so I'm charging them to find an
11 activity that is for us nontraditional but
12 beneficial for citizens of the city of Chicago in
13 general.

14 MS. HOLMAN: I'd be interested.

15 MS. VAUGHN: So next on the schedule we
16 wanted to give you guys an update on the CBGA
17 process and the budget schedule. So we released or
18 we closed the CBGA application on May 31st. From
19 that we are looking for or we are evaluating all of
20 the proposals that were received.

21 Each department is responsible for
22 their own evaluation and selection of the agencies
23 in which they'd like to fund for particular
24 programs. And from that around October we will be

1 presenting those requests to our city council for
2 consideration.

3 If approved, our budget is expected
4 to be approved in November and all the program
5 activities are expected to start in January. So it
6 will be a calendar year cycle. Nothing has changed
7 there. So that's pretty much a quick version of
8 our CBGA application process and our budget
9 schedule.

10 MR. WELLS: I want to add something. So one
11 of the things that -- she's going to pat herself on
12 the back as much as she should -- and Graylen has
13 been a huge assistance with this is we have
14 actually implemented an on-line method in doing
15 RFPs and as well as billing to kind of make
16 everything seamless. So once you get in the system
17 and you apply for something, it carries you
18 throughout the lifespan of your particular
19 contract.

20 And that is something that was a
21 huge lift for this year considering that we have a
22 lot of departments who were new to it. We have a
23 lot of agencies that were new to it. And to be
24 very honest sometimes bureaucracy can almost slow

1 things down even for this office.

2 But the two of them have actually
3 championed this particular process in making sure
4 people are participating. And I think not only did
5 we get a very resounding response to the RFPs, it
6 has made it in my mind a little bit easier for the
7 city to be able to kind of get everybody on the
8 same platform, everybody within the same system.

9 And one of best benefits that has
10 happened because of the E procurement system is
11 people are actually getting paid a lot faster than
12 they have in the past, which ultimately makes it
13 less burdensome for organizations throughout the
14 city of Chicago as well as individuals that focus
15 on service. So I do want to say thank you for
16 these two because they deserve -- (applause).

17 MS. BUTTS: Well, I would just like to say I
18 attended some of the technical assistance meetings
19 and they did an amazing job, from the
20 presentations, with answering questions, your
21 knowledge, everything. So thank you.

22 MS. VAUGHN: Very much appreciated. Very
23 much. We try to take a lot of feedback from the
24 agencies and anybody that attends to try to make

1 our training material -- improve our training
2 material.

3 Graylen is manning the technical
4 assistance e-mails and phones and so we are very
5 limited in this office. So I think that I want to
6 commend Graylen as well. I couldn't do it without
7 him.

8 MS. HOLMAN: Thank you. It really helped me
9 a lot. My number is wrong on here.

10 MS. BUTTS: Mine is wrong on my information,
11 too. I need to update the information.

12 MS. VAUGHN: Okay. Thank you. So I'll send
13 this around and then you guys can make updates to
14 the document. If you have any questions on any
15 policies and procedures, this is an open meeting to
16 the public. So we will post these meetings on our
17 Web site.

18 And if you guys would like for us to
19 come to your locations, if you have space for us,
20 we don't have to come downtown. So we're
21 definitely open to that as well. We do want to
22 have an open discussion for you guys to have an
23 opportunity to talk about anything that you have in
24 mind regarding the CBDG program, this committee,

1 how we can improve, things that we can do better.

2 I know we haven't met this year yet.

3 I mentioned that we had some turnover. Alex
4 Budnick left the budget office so we have a huge
5 gap right now in our CDBG experience, is what I'd
6 like to call it. So it's open to you guys. You
7 guys are the leaders of this group so it's open
8 for you guys to discuss.

9 THE REPORTER: Can I have your name, please?

10 MS. KING: My name is Judy King. I'm not a
11 member. I'm here -- this is a public meeting I
12 assume.

13 MS. VAUGHN: Yes, it is. We were just going
14 into open discussions for any of the members who'd
15 like to talk about anything CDBG related,
16 challenges, experiences.

17 MS. HOLMAN: Can I ask a question? I
18 received a ton of paper from you. I wanted to hear
19 more about the consolidated plan and how it's
20 developed, the whole process. Because I was
21 disappointed, I don't know this year, whatever.
22 And I just want to understand the process. Not the
23 long version.

24 MS. VAUGHN: So the consolidated plan is a

1 consolidation of all of the various city
2 departments like the Healthy 2.0, a lot of the
3 city's initiatives and how we are planning on
4 accomplishing our goals as it relates to the CDBG
5 program, ESG and other entitlement programs.

6 MS. HOLMAN: Who does that?

7 MS. VAUGHN: It's a combination of the city
8 departments that pool together their various
9 expected accomplishments. And it's consolidated
10 here in the budget office.

11 MS. HOLMAN: Okay.

12 MS. VAUGHN: And we have to upload that
13 information into the federal reporting database and
14 submit that to HUD for review.

15 MS. HOLMAN: And our role in that?

16 MS. VAUGHN: Your role is recommendations as
17 it relates to general CDBG and you definitely have
18 input and a role in the process. During the
19 committees you have an opportunity to bring up any
20 suggestions, any concerns. And I would love to
21 hear -- you said you were disappointed so I would
22 love to hear more about that process --

23 MS. HOLMAN: Disappointed?

24 MS. VAUGHN: Oh, you said that. You said I

1 was disappointed in the development of the caper.

2 MS. HOLMAN: No, no, no.

3 MS. VAUGHN: Oh, I'm sorry.

4 MS. HOLMAN: I had received a lot of paper
5 from you is what I was saying. I received the
6 plan. It was huge. You know, so I'm wondering how
7 this whole process evolves. That's what I was
8 saying. I'm sorry.

9 MR. WELLS: So it's actually evolving in its
10 planning stages now. So we are working with the
11 group called CMAP.

12 MS. HOLMAN: I know CMAP.

13 MR. WELLS: Because we've had the turnover,
14 we don't necessarily have the best expertise. So
15 we're calling upon a group that has expertise in
16 helping develop a consolidated plan. They actually
17 did it for Cook County. And so what they're going
18 to do in that process is reach out to our city
19 partners and others to kind of develop the
20 framework of which the city is going to put its
21 consolidated plan together.

22 So that plan ends up being a
23 five-year plan. And then each year our draft
24 action plan and action plan is based upon that. So

1 each year we'll have this one consolidated plan for
2 five years. And so we're going to go through that
3 process I believe starting in July.

4 And that process will take us from
5 July until August or May of '19. So we'll have our
6 consolidated plan done and then our action plan
7 will be based upon that each year. And the federal
8 government kind of lays out a template in which we
9 have to respond.

10 And so in some cases it's very
11 static in what we put in there. And in some cases
12 it's based upon analysis of everything from areas
13 that are low to moderate income, to housing, to
14 health assessment, to there's one other thing. I
15 cannot think of right now. And so that's what CMAP
16 is going to do.

17 And CMAP would be the group to help
18 us engage not only CDAC but the city departments
19 and outside partners. So you should probably get a
20 little a bit more detail at the next full meeting
21 which will be in September.

22 MS. KING: Is there an agenda?

23 MS. VAUGHN: Absolutely.

24 MR. McCLARN: So I have a question.

1 MR. WELLS: I have to leave because I have to
2 go to another meeting. What I will do is I will
3 follow up with an e-mail to the full group related
4 to the 2019 plan. And then we'll schedule
5 something before the next September meeting as kind
6 of an ad hoc committee related to the 6.8. Thank
7 you.

8 MR. McCLARN: You know I love when all of you
9 all are in the same room because I'm always looking
10 for space for people to host. And we have the
11 second public hearing that's going to come up in
12 October and we're looking for space at this point.
13 Anybody want to host?

14 MS. BUTTS: I can host.

15 MR. McCLARN: Okay, we'll talk.

16 MS. BUTTS: We'll talk.

17 MS. WINZELER: Can I ask about the
18 subcommittees and any kind of updates on those? I
19 believe that I signed up for one a long time ago.
20 I didn't know if I missed communications.

21 MS. VAUGHN: You have not.

22 MS. WINZELER: Okay. This has been my first
23 year with the CDAC committee so I just didn't know
24 what the --

1 MS. BUTTS: I was going to ask the same
2 thing.

3 MS. VAUGHN: That's a great question.
4 Because we haven't had any meetings this year, we
5 had some turnover so we have not had an opportunity
6 to engage the subcommittees. We know that there
7 were some recommendations made and we were supposed
8 to take a deeper dive into each one of those
9 recommendations that were made in the subcommittee.

10 And that can also be an opportunity
11 for us when we get this evaluation of the
12 additional 6.8 million, you guys can incorporate
13 that. So we will pass along in the e-mail what the
14 recommendations were from the last subcommittee
15 meeting and then we can kind of have that as our
16 base point in addition to the information that
17 we're going to receive from the analysts on their
18 creative funding recommendations. And from there
19 you guys can make a better recommendation with more
20 knowledge.

21 MS. WINZELER: That sounds good. Okay.

22 MS. VAUGHN: But that's a great question. So
23 we will send -- thank you, we will send that
24 information via e-mail.

1 MS. KING: So I'm just wondering where you
2 post the meeting notices?

3 MS. VAUGHN: Great point. So I just made an
4 announcement that we have to post those on our CDAC
5 Web site. So we do have a CDAC Web site that we
6 post all of our -- any information on so we'll make
7 sure to update the final meeting dates on the Web
8 site. If anything changes we'll update the Web
9 site and we'll make sure to e-mail you guys as
10 well.

11 MS. KING: So just for the record so to speak
12 I didn't -- you know, the room that this meeting
13 was posted says 1103. There is no agenda posted on
14 the Web site. And I don't see any notice posted in
15 the building that tells me that this meeting
16 exists. And that's a violation of the Illinois
17 Open Meetings Act. So I'm just, you know, so in
18 essence this meeting would be in violation because
19 you haven't posted the agenda according to the law.

20 MS. VAUGHN: Thank you for that. We will
21 definitely make sure we post it for the future.

22 MS. KING: Thank you.

23 MS. VAUGHN: So if nobody else has anything
24 to discuss, we can conclude today's meeting.

1 MS. KING: I guess I have one other issue.
2 In the past I noticed there were some committees
3 and those committees also were not posted for the
4 public.

5 MS. VAUGHN: Our meetings?

6 MS. KING: I'm talking about this body and
7 the committees that are listed on the Web site. I
8 attended one meeting last year. It was -- I don't
9 remember the date, but even then I mean that
10 meeting wasn't properly posted.

11 And one of the big things that I
12 heard people talking about in the past was
13 community or citizen participation. And I'm not
14 sure how you have citizen participation if the
15 information that a citizen would need to know when
16 your meetings are, what you talk about, the minutes
17 of the meetings so whether it's going to be the
18 transcription, none of those things are available
19 without filing a Freedom of Information Request.

20 And so, you know, I hope that that's
21 something that changes under this reorganization.
22 And I think including, you know, you plan to send
23 out to people -- evidently you sent some
24 information to people here. You should share that

1 with the public. And the analysts' review, et
2 cetera.

3 MS. VAUGHN: Thank you. Great
4 recommendations.

5 MS. KING: I'll just say one more. Then I
6 represent the Community Mental Health Board of the
7 city. And we have for a number of years been
8 meeting with the city's health department. We're a
9 mix of -- we're citizens or residents I should say.
10 And some of our members use the services as well.

11 And the block grant covers, pays for
12 the majority of the funding for mental health
13 services that the city provides. And anyway we
14 feel that we should have representation here. And
15 we would certainly like to have some discussions
16 about, you know, the use of those block grant funds
17 for mental health.

18 MS. VAUGHN: Absolutely. When you say
19 representation, do you mean on the board? Or what
20 type of representation do you mean?

21 MS. KING: Well, I think we should have
22 representation on the board. I mean we're at least
23 ten percent at least of the community development
24 block grant money.

1 MS. VAUGHN: The reason I mention it because
2 we do have a two-year cycle. So I think in
3 November of 2018 we'll be releasing a new cycle for
4 applications. So anybody would have an opportunity
5 to become a member of this board. And we'll make
6 sure to post that on the city's Web site as well.

7 MS. KING: Thank you.

8 MS. VAUGHN: Okay. All right.

9 MS. BUTTS: Where did you want the updated
10 information?

11 MS. VAUGHN: I will e-mail this to you so you
12 can scratch it up. Because if you guys received
13 this meeting notice, I'll e-mail the same -- I'll
14 use the same e-mail address and I will e-mail any
15 policies and procedures. You guys can mark it up.
16 And then we'll work on the final version. So just
17 shoot all your changes to me.

18 MS. BUTTS: Okay. What's your e-mail?

19 MS. VAUGHN: I am Latoya, L-a-t-o-y-a, dot
20 Vaughn@cityofChicago.org.

21 Latoya.Vaughn@cityofChicago.org. Okay. Well,
22 thank you all for coming. I really appreciate it.

23 MS. BUTTS: Thank you.

24 MS. VAUGHN: If you have any follow-ups you

1 can always e-mail me. In the meantime we'll be
2 e-mailing you guys the recommendations from the
3 subcommittee, the updated policies and procedural
4 document. And we'll make sure to update the Web
5 site to include all future meetings as well as the
6 agendas. Okay.

7 MS. WINZELER: Great. Thank you.

8 MS. BUTTS: Thank you.

9 MS. VAUGHN: Thank you. Take care.

10 (The proceedings adjourned at 2:38 p.m.)

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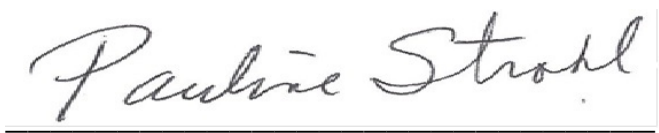
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REPORTER'S CERTIFICATE

I, Pauline Strohl, do hereby certify that I reported in shorthand the proceedings of said hearing as appears from my stenographic notes so taken and transcribed under my direction.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office at Chicago, Illinois, this 25th day of June 2018.



Illinois CSR No. 084001253

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