



# Community Action Agency Board

## Meeting Agenda

City Hall, Conference Room B  
425 E. State Street  
Rockford, IL 61104  
www.rockfordil.gov

Tuesday, July 21, 2026  
12:00 PM

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### I. CALL TO ORDER

### II. ACTION ON MINUTES

Approval of Minutes held on May 12, 2026.

[26-00825](#)

**Attachments:** [5-12-26 CAA Board Meeting Minutes](#)

### III. PROGRAMMATIC REPORT COMMUNITY SERVICES

Community Services Programmatic Report

[26-00845](#)

**Attachments:** [Community Services July 2026](#)

### III. PROGRAMMATIC REPORT HEAD START

Head Start Programmatic Report

[26-00846](#)

**Attachments:** [Head Start July 2026](#)

### IV. PROGRAMMATIC REPORT FISCAL

Fiscal Programmatic Report

[26-00847](#)

**Attachments:** [HS Fiscal report July 2026](#)

### V. EXECUTIVE DIRECTORS REPORT

### VI. OFFICERS REPORTS

### VII. GUEST REPORT/PRESENTATION

### VIII. GENERAL DISCUSSION

### IX. NEW BUSINESS

### X. APPOINTMENTS AND RESIGNATIONS

### XI. ADJOURNMENT

**THE CITY OF ROCKFORD INTENDS TO COMPLY WITH THE INTENT AND SPIRIT OF THE AMERICANS WITH DISABILITIES ACT. IF A SIGN LANGUAGE INTERPRETER, PERSONAL P.A. SYSTEM, OR OTHER SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CALL THE LEGAL DEPARTMENT AT (779) 348-7391 AT LEAST 48 HOURS IN ADVANCE, SO WE CAN BE PREPARED TO ASSIST YOU.**



# Community Action Agency Board Meeting Minutes

425 E. State Street  
Rockford, IL 61104  
www.rockfordil.gov

Tuesday, May 12, 2026  
12:00 PM

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## I. CALL TO ORDER

- Present**
  - Gina Delrose
  - Tiana McCall
  - Mary Yoho
  - Mary Cacioppi
  - Alderman Jaime Salgado
  - Alan Zais
  - Erin Marshall
  - Shelton Kay
- Absent**
  - Dorothy Redd
  - Ken Oliver
  - Alderman Dawn Granath
  - Jeff Bailey
  - Mayte Naja

- A. The CAA Board Meeting was called to order at 12:03pm.
- B. Staff Present: Anquette Parham: Executive Director of Health & Human Services, Owen Carter: Deputy Director of Health & Human Services, Christopher Greenwood: Director of Community Services, Kim Thompson: CAA Board Clerk.

**Quorum Established 12:04pm**

## II. ACTION ON MINUTES

Approval of Minutes held on April 21, 2026 [26-00552](#)

**Attachments:** [CAA Board Meeting Minutes 4-21-2026](#)

- A. Amended minutes posted for February 17, 2026. The term President was changed to Chair. The term Vice-President was changed to Vice-Chair.

Motioned by Erin Marshall. Seconded by Shelton Kay.

Approved

**Aye:** Delrose, McCall, Yoho, Cacioppi, Alderman Salgado, Zais, Marshall, and Kay

**Absent:** Redd, Oliver, Alderman Granath, Bailey, and Naja

**III. PROGRAMMATIC REPORT COMMUNITY SERVICES**

Community Services Programmatic Report

[26-00557](#)

**Attachments:** [Community Services May 2026](#)

Discussed

**IV. PROGRAMMATIC REPORT HEAD START**

Head Start Programmatic Report

[26-00553](#)

**Attachments:** [2 Head Start May 2026](#)

Discussed

A. FA2 review (HeadStart) held last week of April went very well. There was great changes since FA1 review. Our final report was received back quickly and we passed everything.

B. Tiana McCall suggested advertising at Back To School to recruit for Policy Council Reps.

C. Alderman Jaime Salgado asked about the classroom locations criteria. He may have potential spaces in his ward. Daycares that receive the Smart Start grant (helps with staff wages) are prohibited to partner with HeadStart but working on changing that policy for future.

**V. PROGRAMMATIC REPORT FISCAL**

Fiscal Programmatic Report

[26-00554](#)

**Attachments:** [3 HS Fiscal report Mar 2026](#)

Discussed

**VI. EXECUTIVE DIRECTORS REPORT**

A. Equal Employment Opportunity plan/report was sent to all board members. This was not broken down per department. No questions, comments, or concerns were brought up.

B. May is Community Action month. Will receive a Proclamation from Mayor on Tuesday, May 26th at 5:30pm in Council chambers. All are welcome to attend.

C. Te'Airia will email scholarship process to all board members for participation.

D. Generated healthy list of interest for advisory board. An information zoom meeting will be set up for further recruitment.

E. The upcoming Board Training will be held on July 7, 2026 from 12noon-2pm. We will host it in Conference Room C. Lunch will be provided. This is mandatory for those on Executive Board, but it is recommended for all to attend. A calendar invite will be sent out.

**VII. OFFICERS REPORTS**

A. Mary Cacioppi talked about refining the Getting Ahead Program. They are looking to have a BETA test for the next class to include getting individual reports and aggregated reports. These would be provided to each individual so they can see their own achievements and see how their goals impacts their futures.

B. Gina DelRose explained how a pantry freezer got busted. They are in need of money to replace. WalMart will provide produce for pantries.

**VIII. GUEST REPORT/PRESENTATION**

A. No guest was present.

**IX. GENERAL DISCUSSION**

**X. NEW BUSINESS**

**XI. APPOINTMENTS AND RESIGNATIONS**

**XII. ADJOURNMENT**

Motioned by Jaime Salgado. Seconded by Mary Cacioppi.

Approved

**Aye:** Delrose, McCall, Yoho, Cacioppi, Alderman Salgado, Zais, Marshall, and Kay

**Absent:** Redd, Oliver, Alderman Granath, Bailey, and Naja

End time 12:41pm. Total time 38 mins.

The next Community Action Agency Board Meeting is taking place on 12:00pm July 21 at City Hall Conference Room B.

**THE CITY OF ROCKFORD INTENDS TO COMPLY WITH THE INTENT AND SPIRIT OF THE AMERICANS WITH DISABILITIES ACT. IF A SIGN LANGUAGE INTERPRETER, PERSONAL P.A. SYSTEM, OR OTHER SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CALL THE LEGAL DEPARTMENT AT (779) 348-7391 AT LEAST 48 HOURS IN ADVANCE, SO WE CAN BE PREPARED TO ASSIST YOU.**

# COMMUNITY SERVICES PROGRAMMATIC REPORT

## CSBG:

- Increased Demand for Eviction Support: Appointment availability for client assistance has expanded due to the increased need for eviction prevention following the end of the Court-Based Rental Assistance Program (CBRAP) on June 22, 2026. At this time, CBRAP has not provided an anticipated reopening date.
- PY26 Homeless Prevention: The program ended on June 30, 2026. All direct client assistance funds were fully exhausted.
- PY27 Homeless Prevention: We were awarded \$1,110,414 from IDHS for the new program year. These funds will provide eligible households with security deposits, rent arrears, utility assistance, and mortgage assistance. The program runs from July 1, 2026, through June 30, 2027, or until funds are exhausted.
- Organizational Standards: The Organizational Standards submission was completed on June 30, 2026, and is currently under review by our Grants Manager.
- CSBG Bylaws Compliance: Our current CSBG Bylaws do not align with our approved Tripartite Board composition. The Grants Manager approved a 90-day extension for board vacancies through July 31, 2026. I will be requesting an additional extension through October 31, 2026, to allow time to finalize the bylaw revisions.
- Scholarship Program: Thank you to everyone who volunteered to participate in scholarship interviews on July 9, 2026. The Scholarship Awards Ceremony will be held on July 30, 2026, at 10:00 a.m. in the City Hall Council Chambers with the Mayor.

### CSBG 2026 January -December

Work Programs	Target	Quarter 1 Jan 1- March 31	Quarter 2 April 1- June 30	Quarter 3 Jul 1- Sept 30	Quarter 4 Oct 1- Dec 31	Total	Percent to Target
<b>Work Program 01.011: Skills Training</b> Goal: 26 income eligible persons will complete training in a field that provides a living wage.	23	14	15			29	126%
<b>Work Program 02.062: Scholarship</b> Goal: 12 income eligible persons will receive scholarship	10	0	0			0	0%
<b>Work Program 03.011: Training (Getting-Ahead)</b> Goal: 10 income eligible persons will graduate.	8	0	7			7	88%
<b>Work Program 04.031: Utility Assistance</b> Goal: 10 Income eligible persons will apply for utility assistance. 10 of those who apply will have their needs meet through Community Action.	10	2	1			3	30%
<b>Work Program 04.041: Housing</b> Goal: 85 income eligible persons will apply for deposit/rent for up to three months for financial assistance. 73 households will successfully stabilize their housing.	73	28	41			69	95%

<b>Work Program 04.051 Life Safety</b> Goal: 30 income eligible households will apply for home repair. 27 of those will have their met through Community Action.	27	5	11			16	59%
<b>Work Program 07.021 Eligibility Determination</b> Goal: 150 household will be screened for risk factors and linked to appropriate services.	145	16	23			39	27%
*Figures reflect up to 6/30/2026							

**FY2026 Homeless Prevention  
July 1, 2025-June 30, 2026**

<b>Projected to be served</b>	<b>Target</b>	<b>Quarter 1 July 1- Sept 30</b>	<b>Quarter 2 Oct 1- Dec 31</b>	<b>Quarter 3 Jul 1- Sept 30</b>	<b>Quarter 4 April 1- June 30</b>	<b>Total</b>	<b>Percent to Target</b>
Total number of Household to be served in FY 26.	250	84	141	71	113	409	164%
<b>Work Program 02.062: Scholarship</b> Goal:12 income eligible persons will receive scholarship	190	41	67	30	59	197	104%
Total number of households to receive mortgage assistance.	10	1	7	4	4	16	160%
Total number of households to receive utility assistance.	10	3	3	1	1	8	80%
<b>Work Program 04.041: Housing</b> Goal: 85 income eligible persons will apply for deposit/rent for up to three months for financial assistance. 73 households will successfully stabilize their housing.	180	39	64	36	49	188	104%
<b>Work Program 04.051 Life Safety</b> Goal: 30 income eligible households will apply for home repair. 27 of those will have their met through Community Action.		17	62	31	57	167	
*This is not asked in the HP application							
*Figures reflect up to 06/30/2026							

## HOMELESSNESS:

07/01/2026	Unsheltered	Total
Veterans	0	4
Chronically homeless	2	2
Youth (16-24)	3	26
Families w/children	3	33
Single adult(s)	42	133
Total	50	198

- Winnebago County Community Mental Health Board (IMPACT) program: PY5 wrapped up in May. All positions have been filled now. We had a goal of serving 50 people this program year and served 65.
- HUD CoC grants: the FY2026 HUD NOFO is out. There is a good chance that our area will lose up to 40% of our current housing programs due to the changes with the grant and the scoring. Although we could lose current programs, there is an opportunity for new funding as well. We are working closely with our partners at the Northern IL Homeless Coalition to figure everything out. The grant is still facing possible litigation.
- State grants: ESG, Rapid Rehousing, Shelter Diversion, and IL Homeless Response Collaborative FY27 grants are all completed with funding being available as of today.
  - Office for Preventing & Ending Homelessness has asked us to host their Quarterly Meeting of the Community Advisory Council on Homelessness (CACH) which will take place 9/2/26 from 10-12.
- Street outreach: continues once a week nightly and during weekdays. We are possibly looking to update some of our policies/procedures to make our numbers more accurate.
- On 5/12-13 Tina and Veronica spoke at the IL Summit regarding their work in the 100 Day Shelter Diversion Challenge. Angie, as part of her appointment to the statewide Community Advisory Council on Homelessness, was a panelist in the opening plenary.
- 6/23-24, Tina, Veronica, Becky, Joel, and Angie took part in the 100 Day Challenge Sustaining workshop where they worked along with coaches and other community partners on a plan for sustaining their wins and moving forward to prevent people from entering homelessness.
- Through our IDHS-Capacity Building grant, we are going to be engaging with local business (starting with the River District) to bring more community members into the Homeless Coalition and make them part of the solution & assist them so that we can reduce the criminalization of the homeless.
- We are currently involved in two separate “challenges”.
- 100 Day Shelter Diversion Challenge—Has completed but we are in the 90-day sustaining phase now. We have our final meeting on 9/30. The state and our coaches were very happy with our work. Our final number was 136 (48 families w/children, 44 households over 50 yo, 44 households served by Rockford Township) well surpassing our goal of 60. Other agency partners are very excited about this work, looking at ways they can better support us and provide more services to client to help stabilize them for the future.
- Unsheltered Sprint: Goal of housing 10 unsheltered people per month. Working with stakeholders for this goal. We just received the award for \$75,000 to assist with gaps and flex funding for this process.

### **LIHEAP:**

- As of June 30, 2026, LIHEAP has provided benefits to 10,166 households and taken 10,679 applications since October 1, 2025.
- Applications will continue to be accepted through August 15, 2026, including at our partner sites.
- Two outreach events are scheduled for July 8 and July 22 from 9:00 a.m. to 12:00 p.m. at City Hall (flyer attached).

### **PIPP:**

- As of June 30, 2026, 771 households are enrolled in PIPP, down from 854 at the beginning of the program year. We continue to neutralize missed-payment interventions due to the billing issues experienced this program year.

### **Furnace Program:**

- The Furnace Program ended on May 31, 2026.
- As of May 31, 2026, we issued 68 furnace vouchers and fully exhausted all available program funds for the program year.

### **WEATHERIZATION:**

- PY26 officially ended 6/30/26. Grant and job closeouts continue.
- We were able to hire another Weatherization Specialist I and he started last month. He will be starting the IHWAP Certification Program next week.
- We are currently interviewing for another Weatherization Specialist I.
- The Weatherization RFQ will be open soon and an informational meeting is being held next week for interested contractors.



LiHeap Outreach Team will be on-site for  
In-Person walk-in applications:

9:00 a.m. – Noon

➤ Wednesday, July 8th, 2026 &  
Wednesday, July 22<sup>nd</sup>, 2026

Rockford City Hall  
425 East State Street  
Rockford, IL 61104  
(844) 710-6919 Ext. 4

**YOU MUST SUBMIT THE FOLLOWING DOCUMENTS WHEN YOU APPLY**

(Additional documentation may be required depending on your circumstances)

- **PHOTO ID** issued by a third party, such as driver’s license, state ID, work ID, college ID, FOID card (no copies)
- **PROOF OF GROSS INCOME** from all household members 18 years and older for the **30-DAY PERIOD** before your application date. This includes TANF and other public benefits, as well as wages from a job and other forms of income (such as SSI, SSDI, etc.) **IMPORTANT! IF YOUR HOUSEHOLD HAS NO (ZERO) INCOME**, you must provide proof that the household receives PUBLIC benefits, such as SNAP/Link, public housing verification, or a letter from someone who is helping to support you.
- **CURRENT/MOST RECENT HEAT AND ELECTRIC BILLS**, both front & back, that includes name and address, issued within the last 30 days. Disconnect notices are not accepted in place of bills.
- **SOCIAL SECURITY CARDS FOR ALL HOUSEHOLD MEMBERS – IT CANNOT BE A COPY OR AN APPLICATION FOR A CARD.** Certified birth certificates are accepted in place of Social Security Cards for children under the age of 6 months. Hospital birth certificates are NOT accepted (unless a child is under 1 month old).
- **IF A UTILITY IS INCLUDED IN THE RENT**, a copy of the rental agreement showing which utility/utilities are included, the monthly rental amount, and property owner contact information.

**PY 2026 INCOME GUIDELINES**

Household Size	Total household 30 day gross income (before taxes taken out) no more than:
1	\$3,332
2	\$4,357
3	\$5,382
4	\$6,407
5	\$7,432
6	\$8,457
7	\$8,649
8	\$8,842

For households with more than 8 members, add \$688 for each additional member for 30-day income. These figures are based on the Federal Poverty Guidelines of 200% of poverty.

## CAA Report July 2026 (May-June 2026)

### Head Start/EHS

- We still have several positions available:
  - 2-Family Support Specialists - 49 weeks-
  - 1-PACE Teacher
  - 4-Head Start Teachers
  - 3-Early Head Start Home Visitor Teacher-Posted
  - Need Program Aides (Hired through Work Place)
    - Vacancies will be filled and some eliminated pending Change in Scope approval
- Currently we have posted - EHS Home Visitor, PACE Teacher, Head Start Teacher
- As of the end of May 2026, we are at 47% of enrollment, 342 of 714.
- As of end of June 2026, we are at 50% of enrollment for EHS, 90 of 180 EHS slots are filled. EHS is only program with summer enrollment. Almost completely full at PACE
- FA 2 (Focus Area 2): Comprehensive Services Review Monitoring Visit concluded on May 1, 2026. We received the final report on May 8, 2026 which stated that our program met the requirements of all applicable HSPPS, laws, regulations, and policy requirements.
- The Office of Head Start CLASS Video review was conducted from 2/23/2026 to 5/9/2026. On May 18, 2026, we received the final results that reflected passing scores across all three domains and ten dimensions of teacher-child interactions.
- This summer we began scheduling and transport of students to the 205DDS Dental clinic at the Quad.
- We are still awaiting the Change of Scope final response – the application still reflects that is in the final approval stages in Grants Solutions.
- We are still in need of Policy Council Reps. If you know someone that would be interested please let me know and we will reach out to invite them to a meeting.
- Working on opening 2 more full day classrooms
  - Looking for locations
  - Working on starting a 1303 application with OHS to acquire space (after a pause, due to the conclusion of a related federal contract)
  - Need Staff
- Head Start Self-Assessment was held on Tuesday, June 30, 2026 at Midway Village
- All Head Start teaching staff will return to work on Monday, July 27, 2026.
- The first day of HS classes is August 17<sup>th</sup>
- Our HS Classrooms at PACE will return to 4DSW
- HS Director is still on medical LOA

# Fiscal Report

Linda Mitchell

Community Action Agency Board Report

July 2026

## Fiscal Updates

- Health and Human Services Award Dashboard.

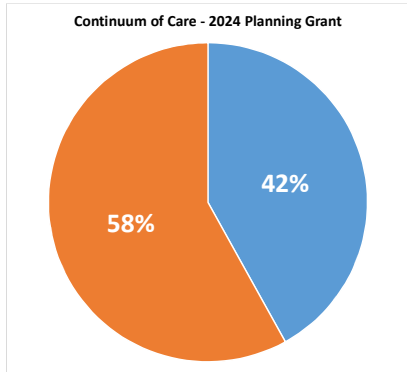
## Monitoring/Auditing

- The City's Annual Comprehensive Financial Report was presented to Council on June 22<sup>nd</sup>. The report will be available on the City's website soon.
- The DCEO Fiscal Review was completed the week of June 1<sup>st</sup>. The monitoring report does not yet have an ETA.
- The HUD Limited Financial Review is in progress. The monitoring report does not yet have an ETA.

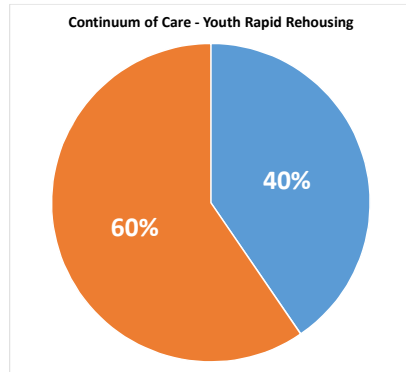
**Health & Human Services Award Dashboard**  
As Of 06/30/2026

■ Spent      ■ Remaining

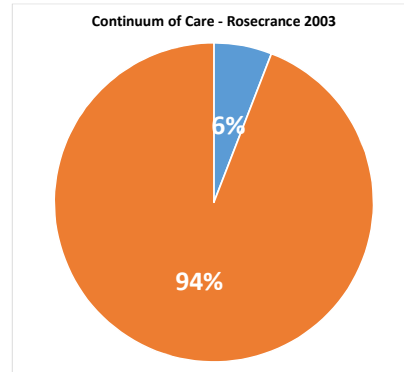
**Homeless Prevention Awards:**



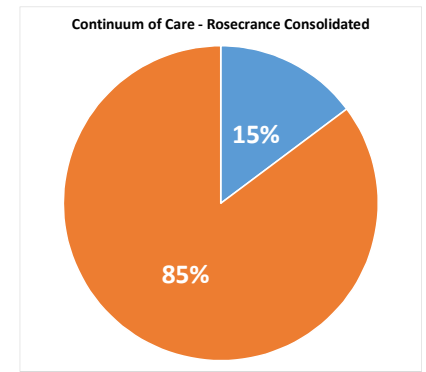
Total Award \$189,675  
Award Timeframe 12/01/25-11/30/26  
% of Time Complete 58%



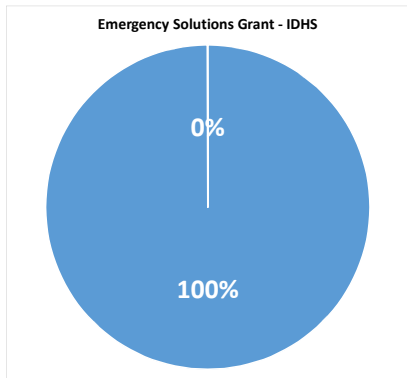
Total Award \$128,173  
Award Timeframe 11/01/25-10/31/26  
% of Time Complete 67%



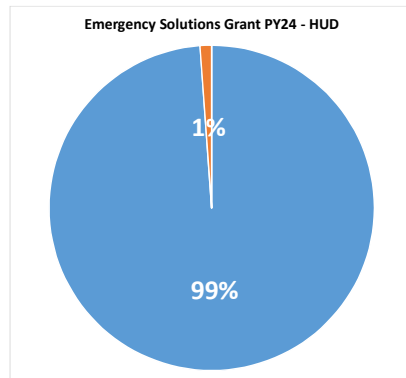
Total Award \$201,379  
Award Timeframe 06/01/26-05/31/27  
% of Time Complete 8%



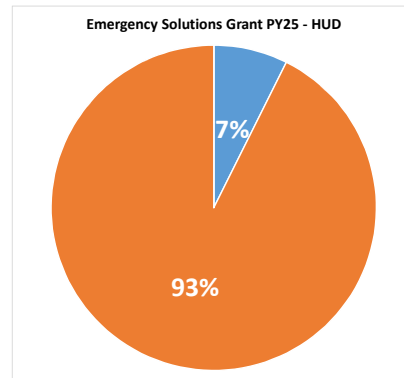
Total Award \$1,079,080  
Award Timeframe 05/01/26-04/30/27  
% of Time Complete 17%



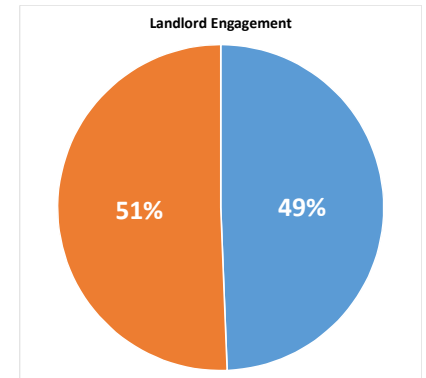
Total Award \$34,215  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 100%



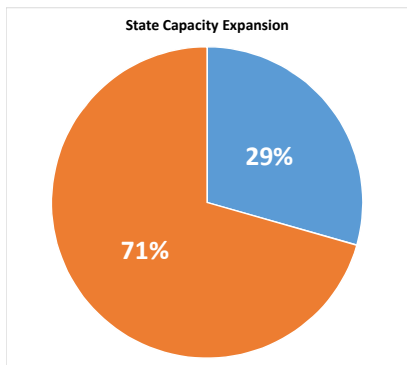
Total Award \$192,497  
Award Timeframe 09/03/24-09/02/26  
% of Time Complete 92%



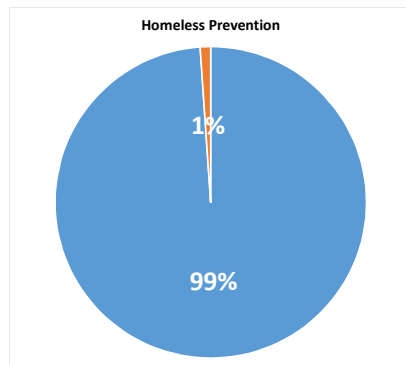
Total Award \$195,054  
Award Timeframe 01/28/26-01/27/28  
% of Time Complete 25%



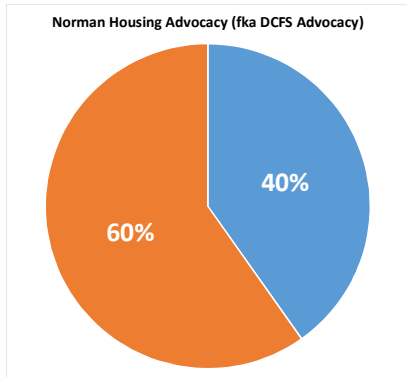
Total Award \$177,903  
Award Timeframe 09/01/23-06/30/27  
% of Time Complete 74%



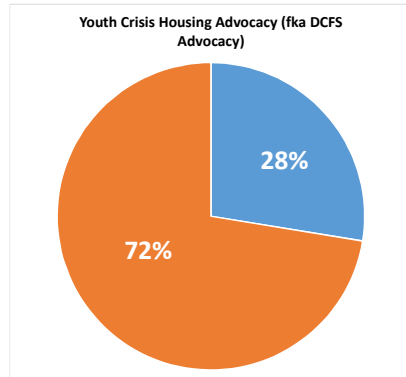
Total Award \$58,941  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 100%



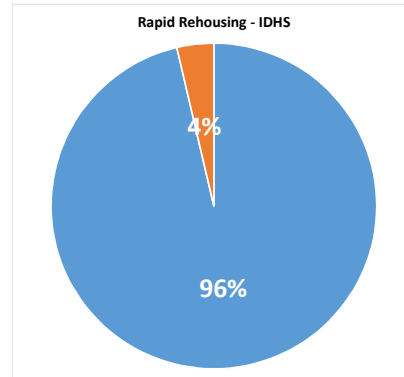
Total Award \$1,110,414  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 100%



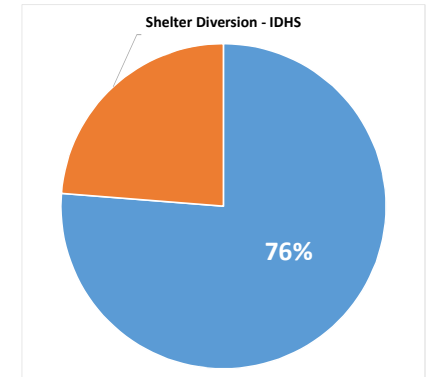
Total Award \$270,000  
 Award Timeframe 07/01/24-06/30/27  
 % of Time Complete 67%



Total Award \$135,000  
 Award Timeframe 07/01/24-06/30/27  
 % of Time Complete 67%

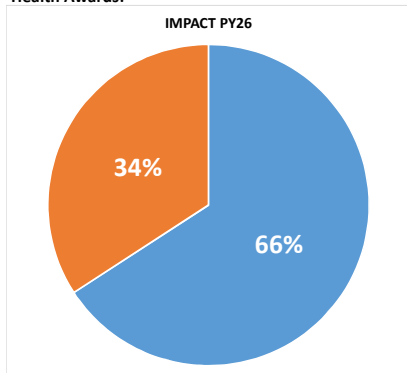


Total Award \$374,169  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 100%

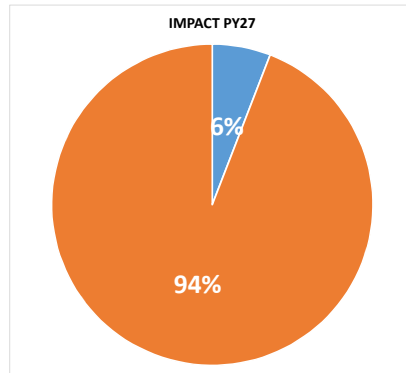


Total Award \$113,534  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 100%

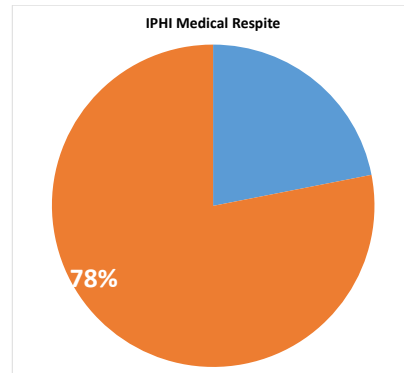
**Health Awards:**



Total Award \$636,293  
 Award Timeframe 06/01/26-05/31/26  
 % of Time Complete 100%

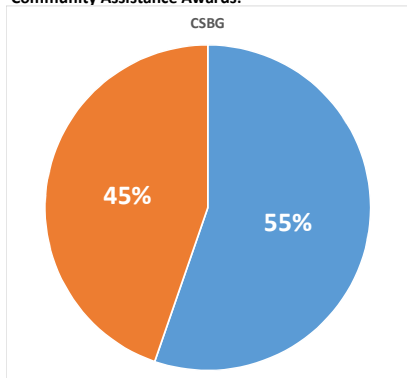


Total Award \$636,293  
 Award Timeframe 06/01/26-05/31/27  
 % of Time Complete 8%

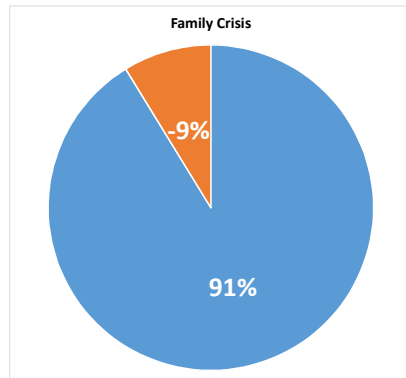


Total Award \$45,839  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 100%

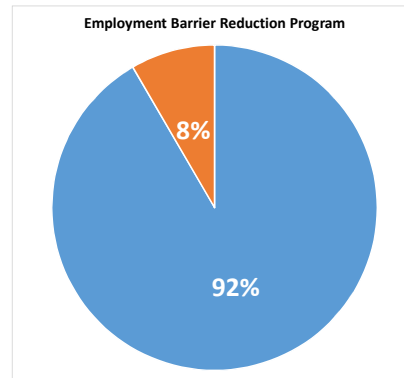
**Community Assistance Awards:**



Total Award \$1,105,405  
 Award Timeframe 01/01/26-12/31/26  
 % of Time Complete 50%

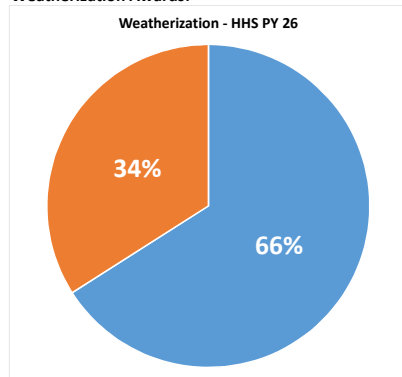


Total Award \$24,276  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 100%

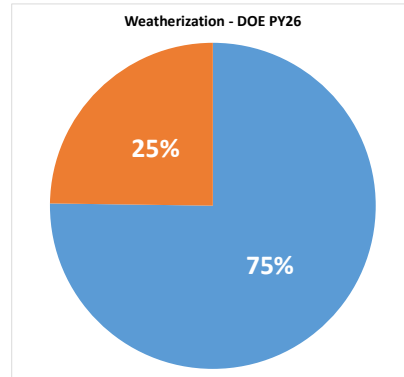


Total Award \$172,500  
 Award Timeframe 11/17/25-06/30/26  
 % of Time Complete 100%

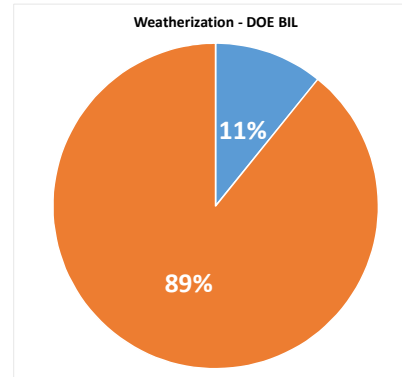
**Weatherization Awards:**



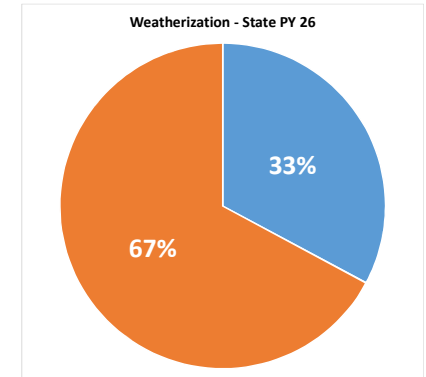
Total Award \$772,748  
 Award Timeframe 06/01/25-09/30/26  
 % of Time Complete 81%



Total Award \$507,424  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 100%

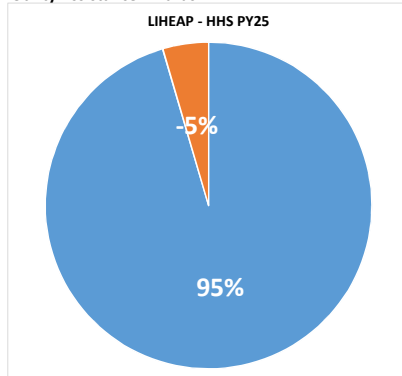


Total Award \$1,701,210  
 Award Timeframe 03/01/23-06/30/27  
 % of Time Complete 77%

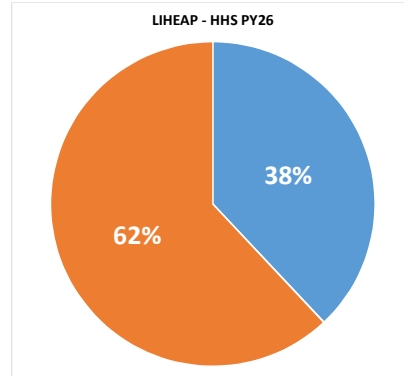


Total Award \$450,575  
 Award Timeframe 06/01/25-09/30/26  
 % of Time Complete 81%

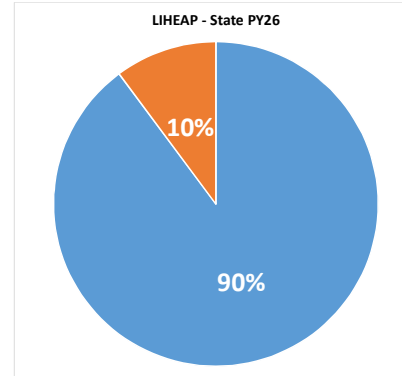
**Utility Assistance Awards:**



Total Award \$5,555,459  
 Award Timeframe 10/01/24-08/31/26  
 % of Time Complete 91%

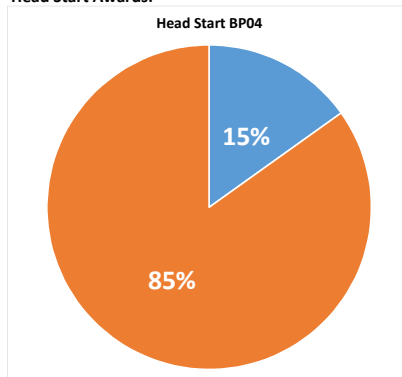


Total Award \$2,896,554  
 Award Timeframe 10/01/25-08/31/27  
 % of Time Complete 39%

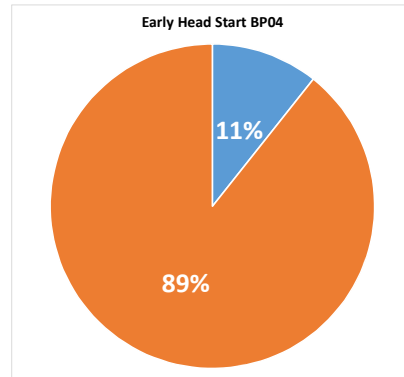


Total Award \$3,747,962  
 Award Timeframe 06/01/25-08/31/26  
 % of Time Complete 87%

**Head Start Awards:**



Total Award \$5,380,057  
 Award Timeframe 04/01/26-03/31/27  
 % of Time Complete 25%



Total Award \$3,469,024  
 Award Timeframe 04/01/26-03/31/27  
 % of Time Complete 25%