



# Community Action Agency Board

## Meeting Agenda

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

Tuesday, March 17, 2026  
12:00 PM

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### I. CALL TO ORDER

### II. ACTION ON MINUTES

- A. Approval of Minutes held on January 20, 2026. [26-00225](#)

**Attachments:** [CAA Board Meeting Minutes 1-20-2026](#)

### III. PROGRAMMATIC REPORT COMMUNITY SERVICES

- A. Community Services Programmatic Report [26-00297](#)

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

### IV. PROGRAMMATIC REPORT HEAD START

- A. Head Start Programmatic Report [26-00298](#)

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

### V. PROGRAMMATIC REPORT FISCAL

- A. Fiscal Programmatic Report [26-00299](#)

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

### VI. EXECUTIVE DIRECTORS REPORT

A. The Illinois Association of Community Action Agencies (IACAA) will be hosting an upcoming board training. CSBG Information Memorandum 82 highlights the importance of the Board as a core component of strong governance, and this expectation is reinforced through the required compliance with the CSBG Organizational Standards. This is essential to demonstrate adherence to the governance and leadership standards outlined for CSBG-funded agencies. It is MANDATORY for the Executive Director and Chair of the Board of Directors but strongly encouraged for all board members to attend.

### VII. OFFICERS REPORTS

### VIII. GUEST REPORT/PRESENTATION

### VIX. GENERAL DISCUSSION

- A. Completion of OMA training.

### X. NEW BUSINESS

- A. Rescheduling of May 19, 2026 meeting.
- B. IACAA 2026 Advancing Affordability Conference registration held on May 18th-19th, 2026 in Springfield, IL.

**XI. APPOINTMENTS AND RESIGNATIONS**

- A. Appointment of President
- B. Appointment of Vice-President
- C. Appointment of Secretary

**XII. ADJOURNMENT**

# **Rockford, IL**

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



## **Meeting Minutes**

**Tuesday, January 20, 2026**

**12:00 PM**

**City Hall, Second Floor**

## **Community Action Agency Board**

**I. CALL TO ORDER**

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

Jeff Bailey arrived at 12:15pm and Faniqua Hughes arrived at 12:31pm.

**II. ACTION ON MINUTES**

- A.** Approval of Minutes from the meeting held on September 16, 2025. [26-00073](#)

**Attachments:** [CAA Board Meeting Minutes 9-16-25](#)

Approved

**Aye:** Delrose, Redd, Cacioppi, Alderman Salgado, Zais, Marshall, Bailey, and Naja

**Absent:** Griffin, McCall, Yoho, Oliver, Alderman Granath, and Kay

- B.** Approval of Minutes from the meeting held on November 18, 2025. [26-00074](#)

**Attachments:** [CAA Board Meeting Minutes 11-18-25](#)

Approved

**Aye:** Delrose, Redd, Cacioppi, Alderman Salgado, Zais, Marshall, Bailey, and Naja

**Absent:** Griffin, McCall, Yoho, Oliver, Alderman Granath, and Kay

**III. PROGRAMMATIC REPORT COMMUNITY SERVICES**

- A.** Community Services Programmatic Report [26-00075](#)

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

Discussed

**III. PROGRAMMATIC REPORT HEAD START**

- A. Head Start Programmatic Report [26-00076](#)

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

Discussed

**IV. PROGRAMMATIC REPORT FISCAL**

- A. Fiscal Programmatic Report [26-00077](#)

**Attachments:** [HS Fiscal Report including budgets Jan 2026](#)

Discussed

**V. EXECUTIVE DIRECTORS REPORT**

- A. Excited to be fully seated and able to tell our primary funder Department of Commerce and Economic Opportunity (DCEO). Welcome all new members.
- B. Will be scheduling training through Illinois Association of Community Action Agency (IACAA). They lobby for us at the state and national level and help with strategic planning.
- C. Our department will continue to work closely with both Fire Department and EMS.

**VI. OFFICERS REPORTS**

- A. Gina DelRose announced that United Way in Belvidere is looking to relocate into a larger space in the Park District facility. The YWCA is looking at daycare funding cuts and watching the potential domino effect. The school expansion is absorbing the school closures.

**VII. GUEST REPORT/PRESENTATION**

- A. Steve McMaster expressed his concerns about the left hand is not communicating with the right hand. Council does not know Community Action exists. There was a \$250,000 gift given to the Rockford Brake Manufacturing which is great but Head Start needs a building. It seems City feels like Head Start building is less important that Rockford Brake Mfg. I believe that should be given to Community Services 1st. Community Services exists for citizens and there is a need for Community Action to be accessible to community/public. Also, would like to make sure the calendar and information is being updated so public is aware of meetings, etc.

**VIII. GENERAL DISCUSSION**

- A. Jaime Salgado was wondering if there's more info about the charts (programmatic) on a website. He doesn't want us to have to do any more work to gather info because the minutes do provide context.
  - 1. The Executive Director explained the information for the reports are gathered together from our office and from throughout the community. A key as to what the programs actually look like could be created.
- B. Gina DelRose was wondering if there is an update to the process and utilization of Respite Program.
  - 1. The Executive Director specified that 1 Male & 1 Female are utilizing the program at this time. The program is for those not sick enough to stay in hospital but not well enough to stay in shelter or the streets. This is through Illinois Public Health Department (IPHD).
- C. Jaime Salgado was wondering if we heard anything about the threat to sanctuary cities getting their funding taken away as of February 1st. Also asked what would we like the council legislative to have our lobbyists help with.
  - 1. The Executive Director asserted that we've had no direct communication about any specific cuts and are not sure what it may look like. HUD looks like the most targeted. As of last week, we still are looking okay. We would like to be able to remove the prohibition between Early Childhood Centers and Head Start partnerships.
  - 2. Jaime Salgado expressed the thought of establishing a foundation with tax-deductible donations for our division if this would be allowed.
- D. The Head Start Director announced Head Start just won the lawsuit they went into with other States. Some wording in the lawsuit covered making sure agencies get their grants/awards in a timely fashion due to the impact the shut-down had on grantees.

**IX. NEW BUSINESS**

- A. Proposed 2026 Community Action Agency Board Meeting Schedule [26-00078](#)

**Attachments:** [2026 CAA Board Meeting Schedule](#)

Approved

**Aye:** Delrose, Redd, Cacioppi, Alderman Salgado, Zais, Marshall, Bailey, and Naja

**Absent:** Griffin, McCall, Yoho, Oliver, Alderman Granath, and Kay

**X. APPOINTMENTS AND RESIGNATIONS**

- A. Appointment of President

Discussed

B. Appointment of Vice-President

Discussed

C. Appointment of Secretary

Discussed

## **XI. ADJOURNMENT**

Motioned by Jeff Bailey. Second by Alan Zais.

All in favor. Motion carries.

End time 1:10pm. Total time 1 hour 2 mins.

The next Community Action Agency Board Meeting is taking place on 12:00pm March 17 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:

- 2025 CSBG Annual Report has been completed and submitted on February 27, 2026.
- Below is the breakdown by the CSBG Work Programs of the services that our department provided in. Please note it reflects dates as of March 2, 2026.

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	10				10	43%
<b>Work Program 02.062: Scholarship</b> Goal: 12 income eligible persons will receive scholarship	10	0				0	0%
<b>Work Program 03.011: Training (Getting-Ahead)</b> Goal: 10 income eligible persons will graduate.	8	0				0	0%
<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 met through Community Action.	10	2				2	20%
<b>Work Program 04.041: Housing</b> Goal: 85 income eligible persons will apply for deposit/rent for up to three month for financial assistance. 73 households will successfully stabilize their housing.	73	17				17	23%
<b>Work Program 04.051 Life Safety</b> Goal: 30 income income eligible households will apply for home repair. 27 of those will have their met through Community Action.	27	4				4	15%
<b>Work Program 07.021 Eligibility Determination</b> Goal: 150 household will be screened for risk factors and linked to appropriate services.	145	8				8	6%
*Figures reflect up to 3/2/2026							

- The 2026 Spring Getting Ahead workshop will begin on April 1, 2026, and will run weekly through June 3, 2026. This workshop provides an interactive experience for individuals facing life stressors and helps them envision and build their desired futures. We are currently reviewing applications to determine the final participants. **Flyer attached.**
- The 2026 Scholarship applications were released to the public on March 2, 2026. Completed applications must be returned to our office no later than 3:30 pm on Friday, April 3, 2026. **Flyer attached.** We will be requesting volunteers from the CAA Board to review applications and provide funding recommendations. Additional details will be shared via email.

## HOMELESSNESS:

<b>03/04/2026</b>	<b>Total</b>
Veterans	4
Chronically homeless	2
Youth (16-24)	22
Families w/children	26
Single adult(s)	203
<b>Total</b>	<b>257</b>

- **Winnebago County Community Mental Health Board (IMPACT) program**— Still down 2 employees. Positions are posted. Scheduled for an on-site visit on 4/22/2026.
- **HUD CoC grants**— HUD NOFO FY25 was released 11/14/25 with significant, negative changes and two court cases. Most recently another NOFO was released on 1/9, due on 2/9. WE submitted what was needed to get all of our renewals funded, as is. However, HUD went back asking courts to vacate their previous order to allow them to drop another FY25 grant now for the 3<sup>rd</sup> and 4<sup>th</sup> quarter renewals but the court said “no”. We assume this means that we should be done with FY25 and are now awaiting the FY26 NOFO to come out this spring. We assume they will again try to implement all of the changes and cuts proposed in FY25 so the CoC is trying to prepare.
- **State grants**—ESG, Rapid Rehousing, and Shelter Diversion, and Medical Respite FY26 started 7/1/25 and are all in progress. Recently submitted all Q2 reports. Also working on mods for most of these grants.
- **Street outreach**— With the warming center being open, we were still having one group continue the regular Thursday nights outreach. Another group was working at the Overnight Cafe on Tuesday evenings, helping with intakes and doing SPOE intakes. The church closed for the season on 3/1, so we will be going back to two groups on Thursday nights. As you can see in the numbers above, our “unsheltered” numbers are quite high currently but that is due to the people at the warming center counting as “unsheltered”. We will be working to determine which of them returned to some type of housing situation versus who has gone back to the streets. We expect those numbers will go back down within the next 90 days.
- Our Youth Advocate has left for other employment opportunities. Position is posted and will close soon. Trying to start interviews asap.

- We are currently involved in two separate “challenges”:
- 1. **100 Day Shelter Diversion Challenge**—sponsored by the State of Illinois. Our goal is to divert 60 families (30 families with teen children & 30 people over the age of 51) from homelessness. We are working to streamline our rental assistance process between our CSBG housing advocates and our homeless Housing Advocates to ensure we are helping those who are most in need and most likely to enter the homelessness system. We are working with several other community partners. This challenge just started this week and we will be having our next stakeholder meeting next Wednesday at 8:30.
- 2. **Unsheltered Sprint**—started a couple weeks ago. Also working with stakeholders for this with the goal of getting 10 unsheltered people housed each month. This is something we are working with our “coaches” at Built for Zero on. They have made money available to us for things that are gaps or barriers in our current system to getting people housed. We are awaiting word from them to see if we got the funds. This “sprint” will be on-going at least for the next 6 months.

### **LIHEAP:**

- As of Mar 1, we have provided benefits to 7108 households and have taken 7406 applications for the 2026 Program Year.
- This program year, to address the known community needs, we held remote OUTREACH activities two days weekly. Our OUTREACH activities continue to be limited to the first 50-60 applicants with all of their documentation. We have switched Outreach locations to better coordinate with our Police Department. We are utilizing the Community Rooms at each police station, as well as Loves Park City Hall. For a few weeks in February the Outreach attendance waned, but this usually happens in February, and the dates were especially cold. The 3 days of the week not at OUTREACH, staff address file completions and submissions, as well as calling customers with special circumstances that prevent them from attending an OUTREACH event. The reason we continue to provide this OUTREACH, is that it is a grant requirement to offer Walk-In activity at a minimum of 1 day per week. The volume of people that come to OUTREACH as walk-ins cannot be handled at the 612 N Church office.
- Partner sites are open and running. However; several of them are done with the bulk of their applications for their residents which reduces our monthly totals going forward.
- **PIPP**  
PIPP/COMED issues from the COMED billing system conversion of 2 years ago are mostly resolved, but we continue to find individual issues that have to be sorted out. As of Mar 1, we have 791 households enrolled in PIPP. We continue to neutralize all missed payment interventions because of all the confusion in billings this year. We continue working on a pipeline of PIPP customers who need to re-enroll for various reasons (move, accidental drops, appeals), as well as approving over 270 already completed Recertifications.

- **LIHEAP Furnaces**

We have 55 Vouchers issued to the vendors. We now have our 2026 HHS funding in LIHEAP.net, and have plenty of funds to successfully take the program through its completion May 1, 2026.

**WEATHERIZATION:**

- We continue to run 2 tracks as we did last program year. Track A being our traditional weatherization process and Track B specific to RHA duplex properties. Between both tracks, we have 16 jobs closed out and 17 in progress with a total of 50 homes served.
- The States IWX system continues to throw barriers causing delays throughout the process.
- We have met our Work Experience Program candidate and she is eager to begin learning the job.
- We have asked for a FLEX MOD across the 3 traditional Weatherization grants. The MOD was to move funds from Material and Labor to Health and Safety.
- We have a Weatherization Specialist I position open.

# Scholarships Available

Education and Occupational  
Training

Accepting Applications starting  
March 2, 2026 – April 3, 2026

Scholarship awards up to \$7,500

- Residents of Winnebago or Boone County with proof of valid Illinois photo id
  - Illinois Accredited Schools only
  - Applicants must be income eligible

Applications will be available at:  
612 N. Church St.  
Rockford, IL 61103

Or

Call 1-844-710-6919 for more information



Illinois  
Department of Commerce  
& Economic Opportunity



# GETTIN-AHEAD PROGRAM

**REGISTER NOW!**

Limited Spots Available!

An empowering 10-week workshop to help you break barriers and build the life you want.



**START DATE:**  
Wednesday, April 1st



**TIME:**  
03:00-5:30 pm



**Location:**  
CITY HALL, 425 E State St.  
Rockford, IL 61104, 2<sup>nd</sup> Floor



**Earn While You Learn:**  
\$25/week - up to \$250 in gift cards



**Receive a Certificate of Completion**  
to enhance your resume

[View Brochure](#)



## CONTACT US

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[Mary.Trotter@Rockfordil.gov](mailto:Mary.Trotter@Rockfordil.gov)  
[Rebecca.Ellis@Rockfordil.gov](mailto:Rebecca.Ellis@Rockfordil.gov)

**Deadline 3/20 by 4 pm**



## CAA Report March 2026 (January-February 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, EHS PACE Teacher, Head Start Teacher
- New Program Specialist- Andrew Bivens
- As of the end of January 2026, we are at 47% of enrollment, 336 of 714.
- As of end of February 2026, we are at 46% of enrollment, 330 of 714 slots are filled in both Head Start and Early Head Start. Almost completely full at PACE
- FA1 (Focus Area 1) Monitoring Visit Follow Up Review Completed- Received letter clearing up the area of non-compliance.
- Change of Scope waiting for response- was told it is in the final stages of approval. Possibly receive approval with notice of award that will be effective April 1, 2026
- We are need of Policy Council Reps. If you someone that would be interested please let me know and we will reach out to invite them to a meeting.
  - Currently 6 reps- received a resignation
- Working on opening 2 more full day classrooms
  - Looking for locations
  - Working on starting a 1303 application with OHS to acquire space
  - Need Staff
- FA 2 Scheduled the week of November 17-Canceled- No new notification
- CLASS monitoring- Started February 23 and will conclude April 10, 2026
- Continuation grant submitted to OHS on 1/1/2026- waiting on the Notice of Award

Fiscal Report  
Linda Mitchell  
Community Action Agency Board Report  
March 2026

Fiscal Updates

- Health and Human Services Award Dashboard.

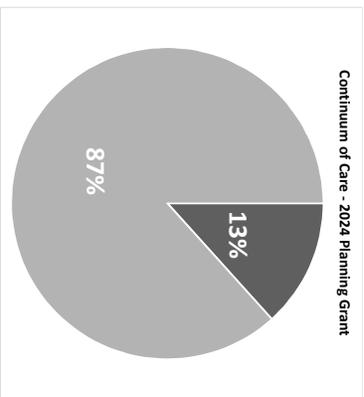
Monitoring/Auditing

- No updates at this time.

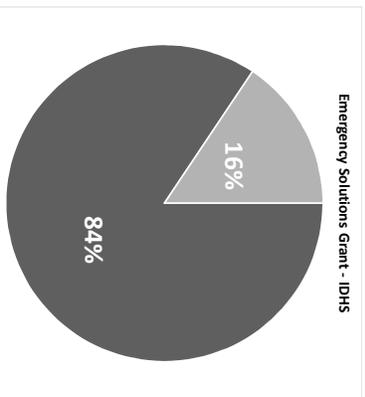
Health & Human Services Award Dashboard  
As Of 02/28/2026

Spent Remaining

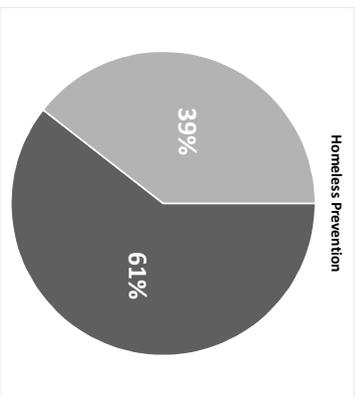
Homeless Prevention Awards:



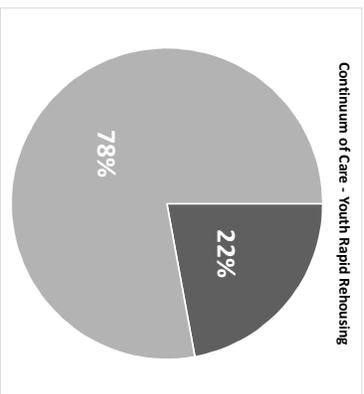
Total Award \$189,675  
Award Timeframe 12/01/25-11/30/26  
% of Time Complete 25%



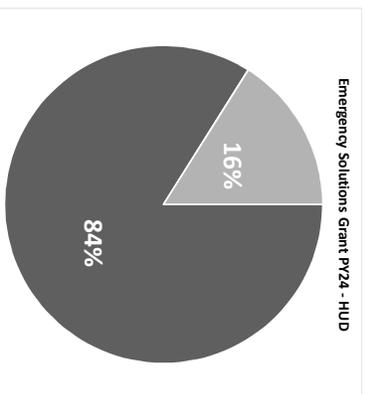
Total Award \$34,215  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%



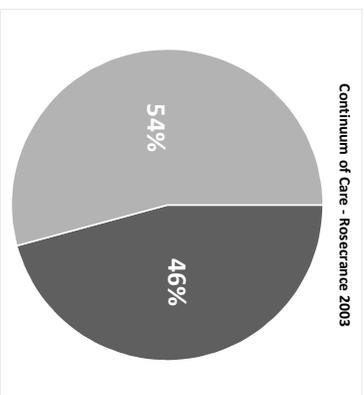
Total Award \$1,110,414  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%



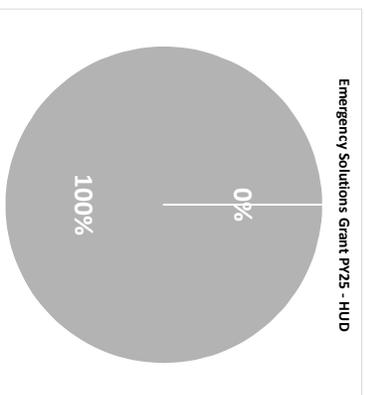
Total Award \$128,173  
Award Timeframe 11/01/25-10/31/26  
% of Time Complete 33%



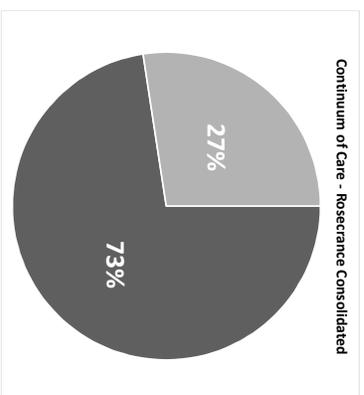
Total Award \$192,497  
Award Timeframe 09/03/24-09/02/26  
% of Time Complete 75%



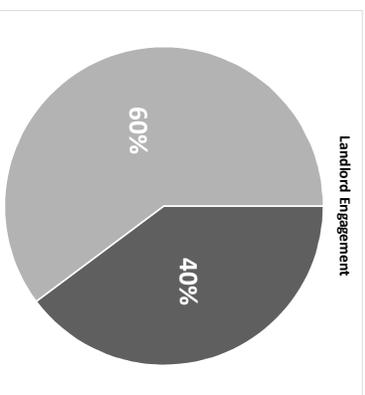
Total Award \$202,459  
Award Timeframe 06/01/25-05/31/26  
% of Time Complete 75%



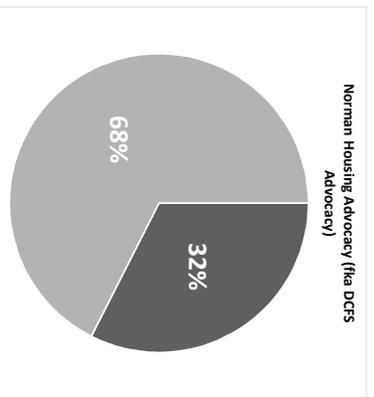
Total Award \$195,054  
Award Timeframe 01/28/25-01/27/28  
% of Time Complete 8%



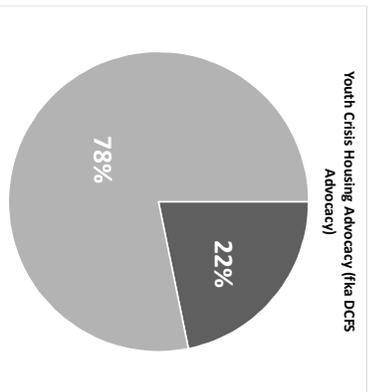
Total Award \$1,079,840  
Award Timeframe 05/01/25-04/30/26  
% of Time Complete 83%



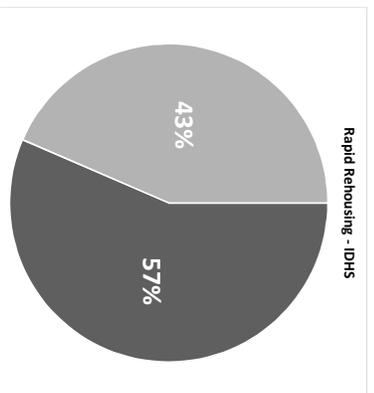
Total Award \$177,903  
Award Timeframe 09/01/23-06/30/27  
% of Time Complete 65%



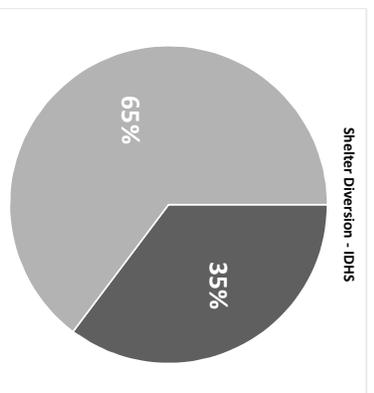
Total Award \$270,000  
Award Timeframe 07/01/24-06/30/27  
% of Time Complete 56%



Total Award \$135,000  
Award Timeframe 07/01/24-06/30/27  
% of Time Complete 56%

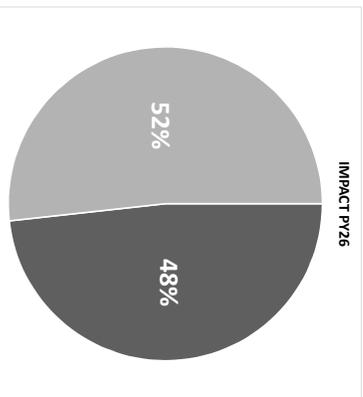


Total Award \$374,169  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%

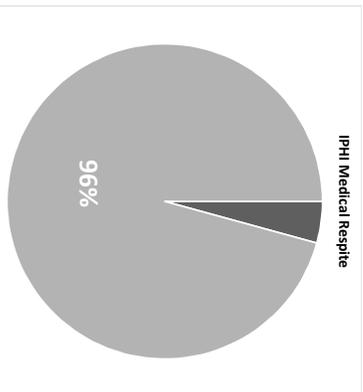


Total Award \$113,534  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%

**Health Awards:**

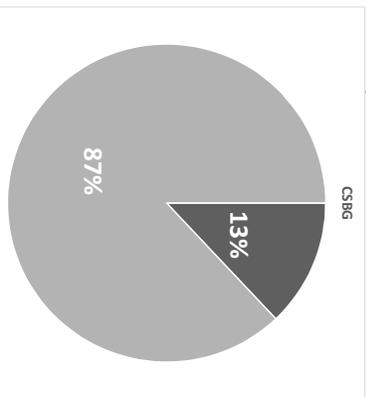


Total Award \$636,293  
Award Timeframe 06/01/25-05/31/26  
% of Time Complete 75%

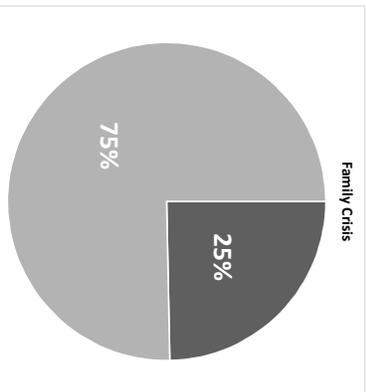


Total Award \$45,839  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%

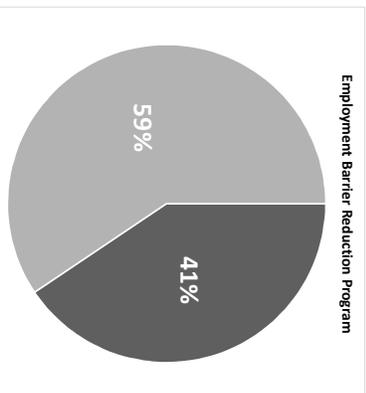
**Community Assistance Awards:**



Total Award \$1,105,405  
Award Timeframe 01/01/25-12/31/26  
% of Time Complete 17%



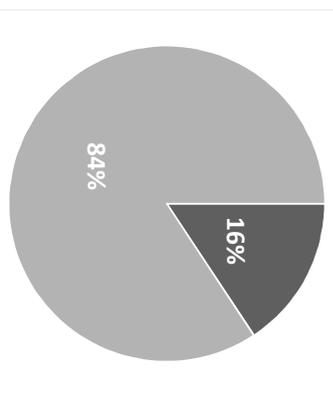
Total Award \$24,276  
Award Timeframe 07/01/25-06/30/26  
% of Time Complete 67%



Total Award \$172,500  
Award Timeframe 11/17/25-06/30/26  
% of Time Complete 50%

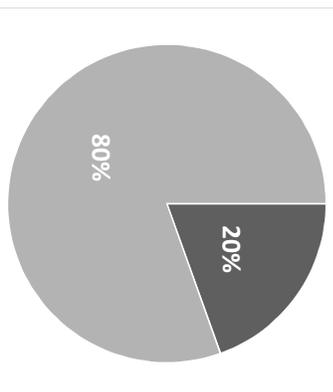
Weatherization Awards:

Weatherization - HHS PY 26



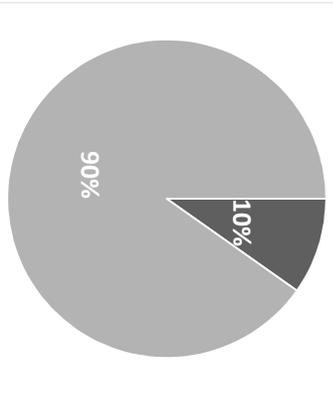
Total Award \$772,748  
 Award Timeframe 06/01/25-09/30/26  
 % of Time Complete 56%

Weatherization - DOE PY26



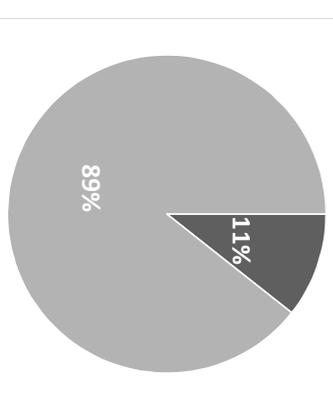
Total Award \$507,424  
 Award Timeframe 07/01/25-06/30/26  
 % of Time Complete 67%

Weatherization - DOE BIL



Total Award \$1,701,210  
 Award Timeframe 03/01/23-06/30/27  
 % of Time Complete 69%

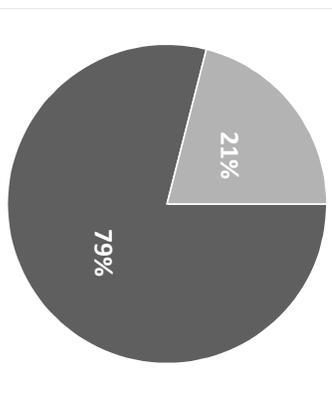
Weatherization - State PY 26



Total Award \$450,575  
 Award Timeframe 06/01/25-09/30/26  
 % of Time Complete 56%

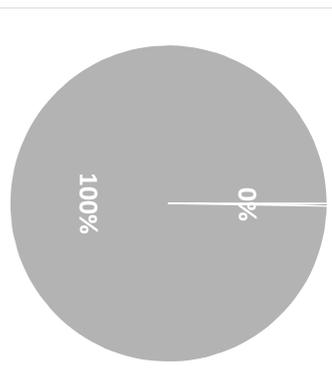
Utility Assistance Awards:

LIHEAP - HHS PY25



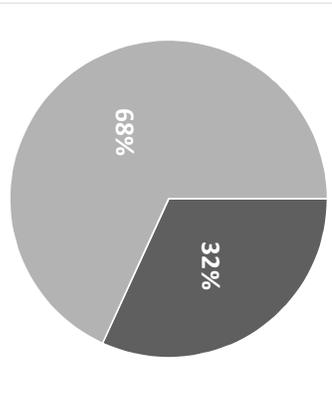
Total Award \$5,555,459  
 Award Timeframe 10/01/24-08/31/26  
 % of Time Complete 74%

LIHEAP - HHS PY26



Total Award \$2,896,554  
 Award Timeframe 10/01/25-08/31/27  
 % of Time Complete 22%

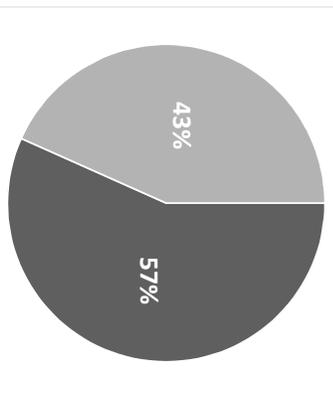
LIHEAP - State PY26



Total Award \$3,747,962  
 Award Timeframe 06/01/23-08/31/26  
 % of Time Complete 60%

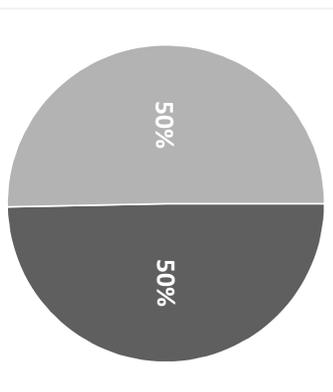
Head Start Awards:

Head Start BP03



Total Award \$5,346,509  
 Award Timeframe 04/01/25-03/31/26  
 % of Time Complete 92%

Early Head Start BP03



Total Award \$3,447,394  
 Award Timeframe 04/01/25-03/31/26  
 % of Time Complete 92%