



MEETING MINUTES
SOCIAL SERVICES COMMITTEE
Tuesday, September 28, 2021 7:00 PM

Social Services Committee

Members Present: Councilmember Reid, Councilmember Burns, S. Olds Frey, A. Ngola, A. Sood

Members Absent: D. Cravens, S. Lackey, D. Ohanian

Staff: S. Flax, J. Wingader

Call to Order / Declaration of Quorum

With no Chair yet appointed, Ms. Flax called the meeting to order at 7:13 pm. Councilmember Reid agreed to act as Chair as there were no other volunteers.

Suspension of the Rules: Members Participating Electronically or by Telephone

Ms. Olds Frey moved approval, seconded by Ms. Sood; a roll call vote was taken and the rules to suspend to allow for virtual participation were approved 5-0.

Public Comment

No public comment.

New Committee Member Introductions

Ms. Olds Frey introduced herself and provided a brief summary of her experience.

Approval of Meeting Minutes from September 9, 2021

Ms. Ngola moved approval of the September 9, 2021, meeting minutes seconded by Ms. Sood. With no discussion, a roll call vote was taken and the motion passed 5-0.

Election of Chair and Vice Chair

Councilmember Reid called for volunteers to serve as Chair of the Social Services Committee. With no volunteers, he requested to nominate Ms. Olds Frey to serve a one year term as Chair starting on October 14, 2021. Ms. Olds Frey accepted. Ms. Sood moved to approve Ms. Olds Frey as Chair of the Social Services Committee seconded by Ms. Ngola; a roll call vote was taken and the motion passed 5-0.

Approval of Administrative Rules & Procedures

Staff provided a brief overview. Ms. Olds Frey moved to approve and adopt the Administrative Rules & Procedures. Councilmember Reid suggested updates to the Social Services Committee webpage including a link to the ordinance governing the committee and moved to amend the Administrative Rules & Procedures; he requested that Article 5, section 4. Parliamentary Procedure be amended to read that "all meetings

shall be conducted in accordance with rules of the Evanston City Council.” The section currently reads that all meetings shall be conducted in accordance with Robert’s Rules of Order Newly Revised (Tenth Edition). Councilmember Reid noted that Robert’s Rules of Order govern City Council and that Council rules should govern City Boards, Committees and Commissions. The amended version was seconded by Ms. Sood; a voice vote was taken and the Administrative Rules & Procedures were adopted 5-0.

Approval of Proposed Classifications of Funding Applications

Ms. Ngola moved to approve the classifications of funding applications seconded by Councilmember Burns. Staff provided a brief presentation defining the classifications and applications in each category. Ms. Olds Frey and Ms. Ngola spoke in favor of the classifications and general funding recommendations for each category. A roll call vote was taken and the classifications were approved 5-0.

2021 Allocations - Next Steps

Staff provided a brief overview of the regulations for each grant and outlined possible methods for determining initial allocations to begin the allocation discussion. It was confirmed that the next meeting would be the regular meeting scheduled for Thursday, October 14, 2021.

Staff Report

No Staff report.

Adjournment

There being no further business before the Committee, Ms. Olds Frey moved to adjourn the meeting seconded by Ms. Sood; it was approved unanimously and the meeting was adjourned at 8:01 pm.

Respectfully submitted,
Jessica Wingader
Senior Grants and Compliance Specialist