



**AGENDA**  
**Social Services Committee**  
**Thursday, February 10, 2022**  
**Lorraine H. Morton Civic Center Room 2402 7:00 PM**

Pursuant to 5 ILCS 120/7(2), SSC members and City staff will be participating in this meeting remotely. It has been determined that in-person meeting of the City's Boards, Commissions, and Committees are not practical or prudent due to the ongoing coronavirus pandemic. Accordingly, the Social Services Committee may be convened, and members may attend by means other than physical presence consistent with 5 ILCS 120/7. Residents will not be able to provide public comment in-person at the meeting. Those wishing to make public comments at the Social Services Committee may submit written comments in advance or sign up to provide public comment by phone or video during the meeting by completing the Social Services Committee online comment form available by [clicking here](#) or visiting the [Social Services Committee webpage](#): and clicking on Public Comment Form.

Community members may watch the SSC meeting online through the Zoom platform:

Please click this link:

<https://us06web.zoom.us/j/83961283626?pwd=STdURINmaGxsY0Rld3FhVmJNYVVPZz09P>  
asscode: 741501

Or join by phone:

Dial US: +1 312 626 6799

Webinar ID: 839 6128 3626 Passcode: 741501

Page

**1. CALL TO ORDER/DECLARATION OF A QUORUM**

**2. SUSPENSION OF THE RULES**

Members participating electronically or by telephone

### 3. PUBLIC COMMENT

### 4. APPROVAL OF MEETING MINUTES FOR DECEMBER 9, 2021

- A. [DRAFT ssc-minutes-20211209.docx](#) 3 - 4

### 5. STAFF REPORT

- A. **ZOOMGRANTS REPORTING WORKING GROUP UPDATE**

### 6. SUPPORT SERVICES

- A. **Funding Recommendations for Applicants Not Eligible Under Case Management or Safety Net Services** 5 - 7

Staff seeks direction from the Social Services Committee on next steps for allocating the \$201,412 reserved for Support Services. This memo outlines the mental health needs identified by agencies providing case management services, the purpose and objectives of a working group to consider provision of support services, and the applicants who submitted funding requests for FY 2021.

[Funding Recommendations for Applicants Not Eligible Under Case Management or Safety Net Services - Attachment - Pdf](#)

- B. **DISCUSSION OF NEXT STEPS RELATING TO FUNDING SUPPORT SERVICES; CONSIDERATION OF FORMATION OF A WORKING GROUP**

### 7. DISCUSSION OF APPLICANT CLASSIFICATIONS

### 8. ADJOURNMENT



**Draft**

**MEETING MINUTES**  
**SOCIAL SERVICES COMMITTEE**  
Thursday, December 9, 2021 6:30 PM

**Social Services Committee**

Members Present: Councilmember Reid, Councilmember Burns, D. Cravens, S. Olds Frey, A. Ngola, D. Ohanian, S. Lackey

Members Absent: A. Sood

Staff: S. Flax, J. Wingader

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**Call to Order / Declaration of Quorum**

Chair Olds Frey called the meeting to order at 6:34 pm.

**Suspension of Rules**

Mr. Ohanian moved approval, seconded by Ms. Ngola; a roll call vote was taken and the rules to suspend to allow for virtual participation were approved 6-0.

**Approval of the Meeting Minutes for November 11, 2021**

Councilmember Reid moved approval of the meeting minutes for November 11, 2021, seconded by Mr. Ohanian; a roll call vote was taken and the motion passed 6-0.

**Case Management/Safety Net Reporting Structures**

Staff reviewed definitions of case management and safety net categories and reporting requirements for each. There was discussion about the subjectivity of definitions and the challenges of unifying reporting requirements for agencies providing a broad range of safety net services. Staff confirmed that the reporting process could change in subsequent years, but that initial reports were needed to cover January 1, 2021, through October 31, 2021, and November 1, 2021, through the end of the year. Committee members briefly reviewed the City's monitoring process, discussed further definitions of categories and highlighted additional areas of information that should be captured in reporting including information about case plans and client involvement.

Staff noted that, given the late finalization of agreements and release of funds, the City was working to openly communicate with agencies and provide transparency around the reporting process and that it was necessary to capture information about numbers served prior to releasing any grant disbursements. Committee members agreed that further review of the report structure was necessary and recognized the challenges of reporting retroactively for FY 2021. Chair Olds Frey called for a working group to review reporting; she and Councilmember Burns agreed to participate in conversations that would be held in January with agencies to further discuss report requirements.

Staff suggested holding open discussions with funded agencies, potentially in January, to get additional input. A timeline for the working committee and receipt of agency input was established; after further discussion, the Committee agreed to delay the January meeting. Councilmember Reid moved to reschedule the January meeting to Thursday, January 20, 2022, seconded by Mr. Ohanian; a roll call vote was taken and the motion passed 6-0.

**FY 2022 Anticipated Available Funds**

Staff presented information about anticipated funds available for FY2022 and ways City funding could be layered with federal funding to disburse future awards efficiently. Staff explained how CDBG funds were estimated and provided suggestions as to how any additional funds could be applied either to categories or directly to agencies.

**2022 Application Cycle**

Staff presented information about the condensed application cycle for 2022 allocation recommendations including report deadlines and the reasoning behind the suggested process. Chair Olds Frey recognized the amount of work needed in order to hold a discussion about allocation amounts in March 2022. Staff reiterated the challenges agencies may experience in the initial reporting periods, but confirmed the need to adhere to the condensed timeline for 2022. Chair Olds Frey and Ms. Ngola spoke in support of the timeline and there was no further discussion.

**Staff Report**

Staff provided information about the public comment period for the Draft FY2022 Action Plan and Amended Citizen Participation Plan. Staff also reported that Metropolitan Family Services has declined the 2021 award due to reorganization; the agency recently acquired the Howard Area Community Center to become the Metropolitan Family Services Howard & Evanston Community Center.

**Public Comment**

Sue Loellbach, Manager of Advocacy at Connections for the Homeless, asked about reports capturing gaps in services and how funding could assist. Chair Olds Frey agreed that capturing input from case management agencies about services participants needed, but were unable to get, would help the Committee make informed decisions about safety net/support services.

**Adjournment**

There being no further business before the Committee, the meeting was adjourned at 7:44 pm.

Respectfully submitted,  
Jessica Wingader  
Senior Grants and Compliance Specialist



## Memorandum

To: Members of the Social Services Committee  
From: Jessica Wingader, Social Services Grants & Compliance Specialist  
Subject: Funding Recommendations for Applicants Not Eligible Under Case Management or Safety Net Services  
Date: February 10, 2022

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Recommended Action:

Staff seeks direction from the Social Services Committee on next steps for allocating the \$201,412 reserved for Support Services. This memo outlines the mental health needs identified by agencies providing case management services, the purpose and objectives of a working group to consider provision of support services, and the applicants who submitted funding requests for FY 2021.

Council Action:

For Action

Summary:

Recommendation:

Staff requests that a working group be convened to consider specific mental health needs identified by agencies providing case management services and explore ways to allocate City funds to expand capacity for Evanston residents and inform funding decisions. The working group could provide recommendations to the Committee at the February meeting.

Additionally, in keeping with the Committee's decision to direct Support Service funds to mental health, staff recommends the Committee decline applications that are not mental health services or that do not increase capacity to serve Evanston residents referred by case management partners, specifically Northwest CASA, Shore Community Services, and Youth Job Center.

Background:

At the Social Services Committee held November 11, 2021, Committee members agreed to focus funds designated for Support Services on mental health; these funds could be used to increase capacity for individual and/or group counseling, diagnostic services, medication management, and other services that fall under the umbrella of improving mental health for Evanston residents engaged in case management services.

To more clearly understand and define areas of need, staff held conversations with agencies that provide case management services including: Connections for the Homeless (11/19/21), Youth & Opportunity United (11/22/21), Infant Welfare Society (11/25/21), and the James B. Moran Center (11/26/21). Agency representatives reported that common areas of unmet need or lack of capacity include the following:

- Psychiatric Services, especially for children
- Diagnostic Services
- Counseling (individual and group)

Community partners providing these services include, but are not limited to, Erie Family Health Center, Turning Point, Trilogy, Inc., The Family Institute at Northwestern University, and Thresholds.

Further exploration is needed to understand how Support Services funding could be used to expand services for Evanston residents engaged in case management through existing partnerships with these agencies or others, including sole practitioners. Staff recommends the working group identify agencies/practitioners with the capacity to provide these services on a fee for service basis. The goal would be to establish fee for service agreements that address specific needs identified by agencies providing case management services and/or needs identified as priorities by the Committee.

**Applicants Not Classified as Case Management or Safety Net:**

There are four agencies that have received City support in past years whose programs do not align with case management or safety net service requirements.

#### *Impact Behavioral Health Partners*

Impact did not submit an application for FY2021 funding because the agency anticipated applying as a support service and has been working with staff throughout the new allocation process. In prior years the agency received funds for a clinical services program and a supported employment program, both working with people 18+ who have a diagnosed chronic mental illness and are primarily residents of the agency's housing program. Recently, Impact has been providing mental health diagnostic services for people who have been referred by community partners including Connections for the Homeless, the Housing Authority of Cook County, the McGaw YMCA and the City of Evanston. Diagnosis is essential in order for people to access needed services including counseling, benefits enrollment, medication management and other supports. Any City funding would cover staff costs associated with working with people who are uninsured and help Impact recoup costs not covered by Medicaid.

#### *Trilogy, Inc.*

Trilogy requested funding to provide community based mental health intake services; prior year funding has been used to support half the salary of a full-time intake employee who devotes half of their time to working with Evanston residents. The intake staff member, historically supported with City funds, performs targeted outreach to engage vulnerable people who are unable to access services independently. Initial intake services may not be billable and staff time cannot be charged to insurance payers; City funds are used to offset costs and cover non-billable services and staff time. As stated above, diagnosis is the first step to access deeper counseling services that can be provided by Trilogy or through referrals to other agencies. Participants have been referred by Connections, Evanston Police Department, local hospitals

and nursing homes. In addition, Evanston residents are able to contact the agency directly to receive intake services from the agency's intake team.

*Northwest CASA*

Northwest CASA provides comprehensive sexual violence services including advocacy at hospitals, police stations and courthouses throughout Cook County by trained volunteers, and counseling to victims of sexual assault. Prior year funding supported advocacy/counseling staff and occupancy costs. There is overlap in advocacy services provided by City's Victim Advocate staff and Northwest CASA. Counseling is specific to sexual assault victims and referrals come primarily from the agency's 24/7 crisis hotline and local hospitals. City funding would not directly increase services to Evanston residents or the Agency's capacity to assume new clients. Staff does not recommend funding because the number of Evanston residents served in prior years has shown no direct correlation to City funding provided. A fee for service agreement for Evanston residents provided by case management partners does not appear to be feasible based on the specific focus of counseling services provided.

*Shore Community Services*

Shore's Residential Services program provides home based support to children and adults with intellectual and other developmental disabilities living in Evanston/Skokie with the goal of helping participants remain in the least restrictive living arrangements. This agency does not provide direct mental health services which is the Committee's funding priority for support services.

*Youth Job Center*

The Youth Job Center offers job skills training and employment services that help participants 14-25 years of age explore career interests and find employment that ultimately offers a living wage and career advancement. This agency does not provide direct mental health services which is the Committee's funding priority for support services.