

Elgin Township Committee on Seniors  
729 S. McLean Blvd Elgin, IL 60123  
Meeting of February 14, 2019 Minutes

**MISSION: To support Senior Citizens in Elgin Township remaining independent and to age in place.**

**VISION STATEMENT: The vision of the Elgin Township Committee on Seniors is to recommend distribution, with accountability, designated property tax dollars via a service contract process with social service organizations that support and advocate for vulnerable Elgin Township residents, age 55 and over, on a needs basis with the purpose to provide the means to age in place and maintain a quality of life.**

The regular meeting of the Elgin Township Committee on Seniors was held on February 14, 2019, in the Board Room (first floor) of the Elgin Township Building. The meeting was called to order by Chairperson Rich Jacobs at 4:00 p.m. Note: This meeting replaced the regular January 24, 2019, meeting which was cancelled due to the extreme weather.

ROLL CALL

Jim Fox, Ginny Goyer, Rich Jacobs, and Mary Roberti were present. Jerri McCue was absent. Quorum was established. Trustee Vern Tepe was present as the Board liaison.

PUBLIC COMMENTS

No one from the public attended.

APPROVAL OF THE MINUTES

Jim Fox moved to have the minutes of the December 27, 2018, regular meeting of the Committee on Seniors approved as presented. Ginny Goyer seconded the motion. The motion carried 4-0-0.

OLD BUSINESS

1. Discussion on Committee Members List of Services for Seniors: Rich Jacobs received lists from two (2) Committee members and compiled them into a comprehensive list of 28 services for on-going discussion.
2. Discussion on implementing Mission and Vision of the Committee on Seniors: Rich Jacobs noted that our Mission and Vision statements act as guide posts for actions that are undertaken by the Committee. When asked about the direction of the Committee, reference to our Mission and Vision statements should be given.

A question remains open as to whether the property tax money collected is to provide services for citizens, legal (tax) residents, or all residents in Elgin Township. Franklin Ramirez, Township Supervisor, has been asked to follow-up.

3. Review of Elgin Township Government's Prescription Drug Assistance Program: The Prescription Drug Program for 50 qualifying citizens is a program offered by the Township and is funded from the Senior Services money. For fiscal year 2018-2019, the budget is \$15,000. Encouragement was given for more marketing of this program.

Upon review of the requirements for application, Mary Roberti has asked that the citizenship status of applicants be reviewed by legal counsel. The Township Supervisor, Franklin Ramirez, will respond.

4. Discussion of proposed new Elgin Township Government's Utility Bill Assistance Program: The Committee members present agreed that a utility bill assistance program was a service that could be funded from the Senior Services monies. The application process would follow the same guidelines as the Prescription Drug Assistance Program. The Township staff can provide the Committee with more information as to the need and a suggested implementation strategy.
5. Appointments to Committee on Seniors: Township Supervisor Franklin Ramirez is reviewing previously submitted applications and making follow-up phone calls to discern interest. The appointments have not been opened to the public.

NEW BUSINESS

1. Decision on how to disburse monies and creation of timeline: Rich Jacobs proposed a process for the Committee's approval:
  - a. Develop a Request for Proposal (RFP) which outlines services within five (5) broad categories: Transportation; Wellness; Age in Place; Legal and Financial Management; and Socialization. The RFP would also include proposal requirements and restrictions.
  - b. Accept proposals from agencies and organizations known to be able to provide the requested services and review each proposal against pre-determined evaluation criteria. Once the bid process is complete, the chosen proposals would be presented to the Elgin Township Board of Trustees for final approval and disbursement of funds.

Rich Jacobs agreed to prepare a pro forma RFP to be reviewed by the Committee. Discussion ensued around the details of the RFP.

At the next meeting, February 28, 2019, the Committee will review and approve the process and present it to the Elgin Township Board of Trustees at their meeting, March 11, 2019, at 6:30pm, at the Elgin Township offices. Members of the Committee are asked to be present to support the process.

2. Miscellaneous Business: No miscellaneous business was presented.

ANNOUNCEMENTS:

The next general meeting of the Committee on Seniors is scheduled for Thursday, February 28, 2019, 4:00pm at the Township offices, 729 S McLean Blvd., Elgin Illinois 60123

ADJOURNMENT

Mary Roberti moved to adjourn, seconded by Jim Fox. Motion carried 4-0-0. Time was 5:40pm.

Respectfully submitted by Mary Roberti.

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**Mary Roberti, Secretary**

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**Date**

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**Rich Jacobs, Chairperson**

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**Date**

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**James Fox**

\_\_\_\_\_  
**Date**

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**Ginny Goyer**

\_\_\_\_\_  
**Date**

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**Jerri McCue**

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**Date**