

MISSION: To support Senior US Citizens and Senior Legal Residents 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 Senior US Citizens and Senior Legal 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 28, 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.

ROLL CALL

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

PUBLIC COMMENTS

Beth McClory from Senior Services, Associates, Inc. attended but made no public comment.

APPROVAL OF THE MINUTES

Jim Fox moved to have the minutes of the February 14, meeting of the Committee on Seniors approved as presented. Ginny Goyer seconded the motion. The motion carried 5-0-0. [Note: The February 14 meeting replaced the regular January 24, 2019, meeting which was cancelled due to the extreme weather.]

OLD BUSINESS

1. Discussion and Approval: Rich Jacobs presented a Draft Request for Proposal (RFP) which outlines services within five (5) broad categories: 1) Transportation; 2) Wellness; 3) Age in Place; 4) Legal and Financial Management; and 5) Socialization for funding from monies collected by the Township via the "senior referendum". The RFP also includes proposal requirements, restrictions, and a timeline for submission. The Committee on Seniors agreed that 15 copies of the proposal(s), not 20, as suggested, would be sufficient. A copy of the Proposal Format and Requirements is attached.

Discussion included ways in which an RFP would be communicated to the social service organizations that support and advocate for vulnerable Elgin Township residents, age 55 and over. Suggestions included email, press releases, Facebook, and Elgin Township website. An email would be created to receive questions about the RFP.

Jim Fox moved that the Draft RFP format and requirements be approved as presented. Ginny Goyer seconded the motion. All approved 5-0-0.

2. Discussion and Approval: Rich Jacobs presented the following proposed timeline for proposals and funding:
 - a. April 9, 2019: RFP issued to nonprofits for consideration to apply
 - b. May 17, 2019: Proposals received by end of business day
 - c. May 23, 2019: Proposals distributed to members of the Committee on Seniors for review
 - d. June 27, 2019: Proposals discussed and award funding recommendations approved
 - e. July 8, 2019: Recommendations (proposals and funding) presented to the Elgin Township Supervisor and Trustees at their regular monthly meeting
 - f. July 25, 2019: Follow-up discussion, if any, of the Township meeting held July 8, 2019, by the Committee on Seniors
 - g. August 12, 2019: Committee on Seniors funding recommendations approved by the Township Trustees at their regular monthly meeting
 - h. August 13, 2019: RFP applicants notified by mail on award funding decisions
 - i. November 2019: Monies released to approved applicants

Book-ending the April 9, 2019, to November 2019, timeline are dates for actions by the Committee on Seniors:

- March 11, 2019: Present RFP requirements and proposal and funding timeline to the Elgin Township Supervisor and Trustees at their monthly meeting
- April 8, 2019: Receive approval from the Township to proceed with the RFP distribution
- April 2020: Second year RFP issued (tentative)
- June 2020: Sixth month update by those organizations who received November 2019 monies
- November 2020: Final written report received from those organizations who received November 2019 monies

A motion was entertained by Jim Fox and seconded by Mary Roberti that the Committee On Seniors accept the Timeline as presented by Rich Jacobs. The motion carried 5-0-0.

Included in the discussion on the RFP, a proposal was made to amend both the Mission and Vision Statement to clarify the language on citizenship status by replacing “citizens” and “residents”, respectively, with “Senior US Citizens and Senior Legal US Residents”.

Jim Fox moved that both the Mission and Vision Statement be amended as proposed. Ginny Goyer seconded the motion. The motion carried 5-0-0.

3. Appointments to Committee on Seniors: No decisions have been made. This process is on-going. At this time, expediency to fill the open positions is not a priority.

NEW BUSINESS

1. Presentation of Committee on Seniors Approved RFP and Timeline to Elgin Township Supervisor and Trustees at the Monday, March 11th 6:30pm meeting: With the unanimous approval of both the Draft of the Request For Proposal (RFP) and the timeline, Rich Jacobs agreed to make the presentation to the Township on behalf of the Committee. Members of the Committee are encouraged to attend. Also, Rich Jacobs will inform the Township Supervisor and Trustees that the Committee on Seniors agrees with the request to develop a utility assistance program to be funded with monies collected from the Senior Referendum.

ANNOUNCEMENTS:

The next general meeting of the Committee on Seniors is scheduled for Thursday, March 28, 2019, 4:00pm in the lower level of the Township Building, 729 S McLean Blvd., Elgin Illinois 60123, due to 2019 Early Voting taking place in the Board room.

ADJOURNMENT

Rich Jacobs moved to adjourn, seconded by Jim Fox. Motion carried 5-0-0. Time was 4:53pm.

Respectfully submitted by Mary Roberti.

Mary Roberti, Secretary

Date

Rich Jacobs, Chairperson

Date

James Fox

Date

Ginny Goyer

Date

Jerri McCue

Date