

**H.E.W., Solid Waste & Veterans Committee**  
**Tentative Minutes**  
(Remote Attendance due to COVID-19 Crisis)  
**April 14, 2020**

1. Call Meeting to Order: Chairwoman Bowers called the meeting to order at 10:00 a.m. Present via audio: Asp, Droege (arrived at 10:17) and Finfrock. Others via audio: IT Manager Larry Callant, ROE Superintendent Robert Sondgeroth, Animal Control Administrator Dr. Thomas Champley, Solid Waste Director Steve Rypkema and Kari Zimmerman with LOTS. Absent: Fox, Health Dept. Administrator Kyle Auman and Ellen Katoll with Veterans Assistance Commission.
2. Approval of Minutes – March 10, 2020: Motion by Finfrock to approve the minutes as presented, 2<sup>nd</sup> by Asp. Motion carried.
3. Public Comment: Finfrock stated the County Board meeting will take place as scheduled but will be strictly a virtual meeting.
4. Regional Office of Education
  - Monthly Bills: Motion by Bowers to approve the bills totaling \$2,016.24, 2<sup>nd</sup> by Asp. Motion carried.
  - Department Update: Report was emailed to Committee.
5. Health Department: None
6. Solid Waste Department
  - Monthly Bills: Motion by Finfrock to approve the bills totaling \$961.50, 2<sup>nd</sup> by Asp. Motion carried.
  - Grant Applications: Motion by Finfrock to approve the Clean Up Day grant not to exceed \$1,415.58 for Village of Forreston, 2<sup>nd</sup> by Asp. Motion carried. Motion by Asp to approve the Clean Up Day grant not to exceed \$1,415.58 for Lynnville Township, 2<sup>nd</sup> by Finfrock. Motion carried.
7. Animal Control
  - Monthly Bills: Motion by Finfrock to approve the Animal Control bills in the amount of \$4,795.74, 2<sup>nd</sup> by Asp. Motion carried. Motion by Finfrock to approve the Pet Population bills in the amount of \$713.50, 2<sup>nd</sup> by Droege. Motion carried.
  - Department Update: Dr. Champley stated their part-time office employee has resigned and he will be looking to hire someone at a later date. They are still busy during this time. They have had over 1,000 cat registrations since January.
8. Veterans Assistance Commission: Report was emailed to Committee.
9. LOTS (Lee-Ogle Transportation System): Mrs. Zimmerman went through her report.
10. Old Business: None

11. New Business: Bowers informed the Committee to start thinking about dates for the funding hearings.

12. Adjournment: With no further business, Chairwoman Bowers adjourned the meeting.  
Time: 10:21 a.m.

Respectfully submitted,  
Tiffany O'Brien

## Regional Office of Education April Committee Report

### ICEARY Conference

Mr. Tennyson, Mr. Morris, Deb Foust, Stephanie Youngmark and the truancy specialist all attended the ICEARY Conference in Bloomington on March 3rd and 4th. The Illinois Council For Educating At Risk Youth is an incredible organization that focuses on the needs of at risk youth in our communities. There were sessions on best practices in alternative schools, effective strategies with truant students and important updates for our homeless student population. Mr. Morris and I learned about some successful things that other alternative schools are doing across the state and we shared some of the successes that we are having at the Regional Center for Change.

### Remote Learning

Our entire office has been extremely busy during this unprecedented time. With all schools being shut down in March, Mr. Sondgeroth and Mr. Tennyson coordinated a ZOOM meeting with all of our area superintendents on March 17th. We assisted the superintendents in preparing their E-learning plans and talked about the ways we can best service the students during this stressful time. We continue to provide information and support to all our teachers and administrators during this important time.

### County Health Department

Mr. Sondgeroth and Mr. Tennyson have been attending all Emergency management meetings for the three counties. We are also in constant communication with our three county health administrators to make sure the school districts are helping out in any way they can through the stay at home order. Daily communication will continue throughout the crisis.

### Professional Development

The Office of Professional Learning has been working diligently to support teachers, administrators, and educational support staff as they transition their teaching and learning to a remote format. The week of March 23rd, the office provided a host of zoom sessions to prepare teachers for extended distance education.

<b>*Keep Learning! Teacher Topics</b>	<b>*Leading Distance Learning Administrator Topics</b>
Monday - Mindsets for Distance Learning Tuesday - Communication Platforms for Teachers & Students Wednesday - Communicating Using Digital Tools Thursday - Defining Outcomes for the Rest of the School Year & Planning	Monday - Logistics of Distance Learning Tuesday - Growth Mindset for Distance Learning Wednesday - Creative Problem Solving & Partnerships for Logistics Thursday - Monitoring & Communicating with Teacher and the Community

Friday - Problem Based Learning	Friday - Staying Positive & Rethinking Celebrations
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**\*Over 35 administrators and 100 educators joined us *DAILY* for these informative and important sessions.**

The week of March 30 Professional Learning professionals provided additional opportunities for teachers to network, collaborate, and connect through Zoom via one hour job-alike sessions. Sessions have been well received by educators, who appreciate the support and opportunity to come together. As of Tuesday morning, over 100 educators participated in a networking virtual session.

**Monday, March 30**

Interventionists @ 9 a.m.

Special Education Staff @ 10:15 a.m.

**Tuesday, March 31**

6-12 ELA @ 9 a.m.

6-12 Science @ 10:15 a.m.

Paraeducators @ 10:15 a.m.

Preschool & Kindergarten @ 12 p.m.

1st & 2nd Grade @ 2 p.m.

**Wednesday, April 1**

6-12 Math @ 9 a.m.

K-12 Music & Art @ 9 a.m.

6-12 Social Studies @ 10:15 a.m.

K-12 PE @ 10:15 a.m.

Grade 3-5 @ 12 p.m.

Curriculum Directors & Instructional Coaches @ 1 p.m.

**Thursday, April 2**

Administrators @ 9 a.m.

9-12 Foreign Language @ 10:15 a.m.

k-12 Counselors & Social Workers @ 10:15 a.m.

**Friday, April 3rd**

Special Topic @ 9 a.m. TBA

Special Topic @ 10:15 a.m. TBA

This schedule will be repeated next week. Special guest and author Julia Cook will join us at 1 p.m. on April 9th to discuss “Project Normal: Maintaining Relationships and a Sense of Normalcy with Students during Times of Crisis”.

The Office of Professional Learning has cancelled or postponed face-to-face sessions for the month of April and are working to migrate as much training and support as possible to a digital distance format. School improvement meetings and teacher coaching also continue on a virtual basis.

Family Educators in the department maintain close contact with their at-risk preschool families in Rock Falls & Amboy. Family Educators have identified and communicated community resources during this uncertain time. They are also working to develop family engagement opportunities for families and young children using platforms such as facebook and zoom.

Director of Professional Learning Anji Garza has been working to keep the ROE Facebook page updated with news, information, and resources for teachers, administrators, and families during this time of crisis. The office is using #strongertogether47 to highlight the incredible things school and districts in Lee, Ogle & Whiteside counties are doing for their students, families & communities.

### **MARCH Face to Face Professional Learning – 80 Participants**

- 3/2 Amboy SIP @ Amboy
- 3/3 Amboy ESSA @ Amboy
- 3/4 National Board Certified Teacher Cohort @ SVCC
- 3/5 StarNet Training @ SVCC
- 3/9 Manufacturing Pathways Work Group @ SVCC
- 3/11 Mentor Training (Day 1) @ Rochelle Township High School
- 3/11 Non-Tenured Teacher Cadre @ Lincoln School; Rochelle
- 3/12 Engaging in Continuous School Improvement @ SVCC

### **Education Outreach Program**

The Education Outreach Program staff has remained in contact with our students through phone, email, text, and Facebook Messenger. We are providing remote learning to our students during the COVID-19 outbreak in a variety of ways.

GED classes are being conducted on Zoom every Tuesday and Wednesday since 3.31.20 for students enrolled in our Wallace Educational Center class. The Rock River Center students have been participating in GED instruction through Facebook Watch Parties and Google Classroom since 3.23.20. All of our students have been linked to instructional materials online through i-Pathways and ReadWorks. In addition, we are in the process of setting up a Career Readiness class on Zoom to provide employment soft skill training for all our students.

While this is a stressful time, we are all doing our best to help our students continue the process toward meeting their goals and most importantly try to maintain a sense of normalcy for them during this turbulent time.

### **Parents as Teachers First Years**

On March 18th, our five Parents as Teachers First Years home visitors began providing virtual home visits to families. What this means is different for every family depending on their needs and their access to various forms of technology and the internet. The home visitors have worked hard to make the necessary accommodations for each family in order to keep them active in the program and engaged in visits. Currently the visits are provided through interactive video conferencing (IVC) platforms, telephone calls, texts, Facebook Messenger, and email. The home visitors have had to learn a variety of IVC platforms such as What's App, Skype, FaceTime, Facebook Messenger, and Zoom. The goal is to connect with most families using IVC or by phone to allow for real-time, in-person conversations and discussions. However, that has been challenging for the families with limited data plans or no phone minutes.

Since the home visitors are not able to bring developmental activities to the homes each week, they have had to focus on what materials the families may have available in their homes and build activities from that. The home visitors report that a major topic of discussion during the visits are how the families are handling sheltering-in-place and the variety of issues raised by the COVID-19 virus. They are providing support for families dealing with anxiety, fear, depression, stress, job-loss, homeschooling, being an essential worker who is at risk for exposure, financial stresses, and lack of access to needed food and basic necessities. They have also educated families about COVID-19, including the importance of handwashing, staying at home, social distancing, and debunking myths surrounding the disease. The home visitors report that they have also spent a lot of time on social media trying to keep up with emerging local resources that are being offered to address the emergency needs of families, such as food distributions, rent assistance, free internet resources, etc. The program supervisor updates the program's Facebook page multiple times during the day with relevant posts about resources available from community agencies in the three-county area, as well as resources for both parent and child mental health, and child development activities.

Program staff have also been engaged in multiple professional learning activities during the week provided by Parents as Teachers National Center and our training provider, The Ounce of Prevention Fund. They have been providing guidance and support for both programs and staff as they move into virtual home visiting. Staff have also been receiving additional mental health support from our Infant Mental Health Specialist. She has provided staff with self-care

strategies and helped to mitigate the stress of working with high-need families during this time of heightened crisis.

### **Truant Alternative Program**

January - March is the busiest time for truancy referrals as students are accumulating eligibility attendance that show at-risk behaviors for low attendance and being on-track to graduate. As we know, the two factors are correlated. By the end of the second week of March, the numbers of served students were 600+ with discussions for continued referrals to come. With the COVID-19 outbreak, we have been in contact with students and families to provide direction to appropriate district teachers for e-learning assistance and options or alternative online programs via phone, emails, and text. We have also been providing up-to-date contacts to schools for our families who tend to have transient residency and/or phone numbers. In addition, information for free Comcast internet service is being provided to families as well as online sites to help with fun learning such as Freckle, Mobe Max, Epic, and Prodigy to name a few. We will continue to keep in touch with our schools and make every attempt to help our at-risk students remain on task with their educational goals. In February, our Truancy and McKinney-Vento (homeless) programs collaborated to provide training at the ESSA (Every Student Succeeds Act) Convention in Chicago. The training focused on assisting students who fell under the umbrella of both McKinney-Vento and truancy. The training sparked excellent participation and discussion with a packed room that included interactive activities. ICEARY was attended, as noted by Mr. Tennyson, by three of our four staff in March.

### **McKinney-Vento Homeless Education Program**

There arises greater concern for our children and families that are experiencing a transitional lifestyle during this time. Some shelters have closed their doors, closure or great reduction in jobs are just a few of the factors that have had a vast impact on our families. Our transitional students rely on the meal programs at their schools. The classroom is a stable place for them. Many of our families live in doubled up situations. Therefore, with no one leaving for school or work, it means more people staying in an already closer environment. The federal grant money remains available and ISBE is being generous with creative means of support to our students in transition. Our office continues to reach out to the local district Homeless Liaisons to offer our support of funding for initiatives in their district. Being the Area 2 Lead Liaison, this support continues to the other ROE's in Area 2. This current situation directly reflects on many resources that our Transitional families are living in.

Ogle County Animal Control Warden Activity Record March 2020			
<i>Month of March</i>	<i>Monthly Total</i>	<i>Misc. Notes</i>	<i>2020 Year to Date</i>
Miles Driven	<b>2341</b>	Regular duties - Check complaints Stray pick up - Tag Doors for Non-Vac	<b>13688 7393</b>
Bites Reported	<b>8</b>	8 Dogs Cats	<b>24</b>
Strays	<b>2</b>	2 Ogle Co.	<b>10</b>
<b>Notices To Comply Given</b>	<b>14</b>	<b>14 No Current Vac / Registration Dogs Running At Large</b>	<b>95</b>
Citations Issued		Dogs Running @ Large No Rabies Shot and Tag	
Welfare Calls	<b>2</b>	1 Dogs - No proper shelter -No water 1 Cats	<b>9</b>
Animal Bites on Animals	<b>4</b>	4 Dog on Dog Dog on Cat	<b>10</b>
Assist Other Agencies	<b>1</b>	1 IL. State Police Ogle County Sheriff	<b>1</b>
Dogs Deemed Dangerous			
Dogs Deemed Vicious			
Other Complaints			<b>1</b>

**Submitted by:**  
Kevin G. Christensen - Warden  
Ogle County Animal Control



Veterans Assistance Commission of Ogle County  
 Statistical & Financial Report  
 April 14, 2020 Meeting of Ogle County H.E.W. Committee

Superintendent Comments:

- A few corrections to last month's posted minutes:
  - The transportation coordinator is Jennifer Zellers. She can be reached at the transportation number of 815-677-6515.
  - The hours for the Veterans Assistance Commission of Ogle County are Tuesday through Thursday 9am-3pm.
  - We are the Veterans Assistance Commission, **not** Veterans Administration.
- In the middle of March, the VA drastically cut back on physical appointments and most appointments are now conducted via phone or internet. Some have been cancelled altogether.
- Client office visits were greatly reduced to prevent the spread of Covid-19.
- The Veterans Administration is making changes to their policies on a frequent basis, which requires constant monitoring to ensure forms are submitted properly.
- Currently I am working on an apportionment claim to get compensation to a veteran's children, requiring me to be in the office to handle.
- Payroll was done on March 31 to reduce the number of days that the office is open. Some expenses will look duplicated, but they won't show up in April's P&L.
- After I meet with my commissioners we will need to meet to discuss VAC funding.
- Next month's Illinois Association of County Officials Meeting was cancelled. At this point I do not know if it will be rescheduled.

<b>VACOC Activity</b>	
<b>Communication</b>	
Emails	85
Calls	188
U.S. Mail Sent	5
Client Office Visits	5
<b>Financial Aid</b>	
Number of Approved	-
Number of Declined	-
Rent Assistance	-
Gas Assistance	-
Electric Assistance	-
Water Assistance	-
Food/Hygiene	-
Veteran Funeral Expense	-
Total Veteran Financial Aid	-
<b>Transportation</b>	
Number of Requests Fulfilled	33
Number of VA Facilities	4
Number of Veterans	14
Miles Driven	5,226.9
Volunteer Drivers' Hours	181.3

# Balance Sheet

As of March 31, 2020

◇ Mar 31, 20 ◇

## ASSETS

### Current Assets

#### Checking/Savings

VAC Discretionary Fund ▶	10,189.98 ◀
VAC Operating Fund	<u>797.34</u>
Total Checking/Savings	<u>10,987.32</u>

Total Current Assets 10,987.32

**TOTAL ASSETS** 10,987.32

# Profit & Loss

March 2020

◇ Mar 20 ◇

## Ordinary Income/Expense

### Expense

#### Category 100 - Administration

101 - Superintendent Salary ▶	4,100.00 ◀
103 - Trans. Coordinator Salary	700.00
104 - VAC Office Rent	150.00
109 - VAC Office Supplies	133.57
117 - VAC Travel	<u>137.92</u>

Total Category 100 - Administration 5,221.49

#### Category 200 - Veteran Support

201-Driver Mileage Reimbursemnt	6,012.28
202 - Driver Toll Fees	<u>88.90</u>

Total Category 200 - Veteran Support 6,101.18

Total Expense 11,322.67

Net Ordinary Income -11,322.67

Net Income -11,322.67



## Report to HEW Committee of Ogle County Board

April 14, 2020 | 11:00 AM

### 1.) COVID-19/Coronavirus Pandemic / Impact on Public Transportation

- a. Ridership has dropped to 25-30% of normal capacity
  - i. People are choosing to stay home/respect Executive Order
  - ii. This ridership figure is similar to what other transit agencies are reporting across the State of Illinois.
- b. Reduced services as of March 23, 2020
  - i. Maintain the following trips within Lee and Ogle Counties to...
    1. Kidney dialysis appointments
    2. Chemotherapy appointments
    3. Older Adult meal delivery
    4. Delivery of groceries to older adults, others who are shut-in
    5. Limited trips to Walmart (Tu/Th)
    6. Rides to workplace
- c. Following changes have been made to operation
  - i. Riders are NOT being charged fares.
  - ii. Riders are being asked to social distance themselves to the farthest seat.
  - iii. Sanitizing protocols are enacted before/after trips.
  - iv. Daily sanitizing protocols in the Reagan Transit Center have been implemented. This includes the Greyhound area of the building.
  - v. Drivers are required to have their temperature taken before/after shift.
- d. Reduction in drivers and dispatchers needed for operation (2.0 FTE)
- e. Reduced marketing efforts until April 13 (TV, Radio and Print)
- f. IDOT/FTA has waived certain funding requirements in lieu of pandemic.
  - i. This includes 100% reimbursement instead of need for match.
  - ii. Unearned pay is now a reimbursable activity and acknowledged by IDOT.
    1. Policy outlining this activity will need to be provided to IDOT.
- g. Greyhound corporate has distributed a couple of messages regarding COVID-19
  - i. They too have experienced a similar reduction in ridership.
  - ii. They have furloughed drivers and other staff for some of their routes
  - iii. 5311F routes, including our I-88 and I-39 routes, have maintained their regular schedules
  - iv. Similar sanitizing protocols have been implemented on their buses.
- h.

### 2.) New Capital Funding of Projects Nearing

- a. \$200 million has been allocated for rural public transportation in Illinois.
  - i. Funding is being allocated through the REBUILD ILLINOIS Program
  - ii. Funding request will be submitted via new portal of IDOT.
- b. LOTS request will include...
  - i. Three (3) new Ford Transit Vans
    1. One vehicle will be for expansion
    2. Two vehicles will be replacement of current vehicles
  - ii. Supplemental location for Ogle County (rehab or new construction)
  - iii. Architectural and engineering fees will be included in cost

### 3.) Developments

- a. Applications to IDOT for FY 2021 5311, 5311F and DOAP funding are underway.
  - i. Applications are due by April 23, 2020.
    - 1. 5311/5311F funding: \$1,329,953
    - 2. DOAP funding: \$1,414,400
  - ii. Applications will be submitted via on-line portal
- b. National Center on Mobility Management Grant
  - i. Project period will be extended because of COVID-19 emergency.
  - ii. Another phone conference and in-person meeting for local partners.
  - iii. Presentation/Meeting in Washington D.C. - postponed
- c. OMB Uniform Guidance Training / Federal Funding Training.
  - i. Washington D.C., April 21/22 - cancelled
- d. Working on Census Awareness Campaign.
  - i. Bus Interior advertising – City of Rochelle
  - ii. Bus Window advertising – LCCOA
- e. IDOT awarded funding to complete a Feasibility Study – Rochelle/Dixon
  - i. Two years of funding – total of \$79,000.
  - ii. No contract approved yet

### 4.) Update on Capital Projects

- a. Maintenance Garage/Wash Bay construction project.
  - i. City of Dixon completed walk through last week / no issues
  - ii. Sidewalk construction will take place later this Spring
  - iii. Landscaping will be completed with dry weather
  - iv. IDOT Capital Staff will complete walk through in June
- b. Canopy Project – front of Reagan Transit Center
  - i. Sjostrom and Sons was awarded on the basis of lowest bidder.
  - ii. Waiting on final approval from IDOT for additional funding to complete project as conceptualized.
  - iii. Construction is expected to begin in May, 2020.
  - iv. Construction completed by September, 2020.

### 5.) Claims vs. Revenue

- a. REVENUE / 5311: \$ 2,699.16 (for this month)
- b. EXPENSES / 5311: \$ 24,851.17 (for this month)
  
- c. EXPENSES / 5311: \$ 3,617.83 (reimbursement for vehicle repair / insurance)
- d. EXPENSES / CAPITAL: \$ 7,189.49 (Gary Anderson / Maintenance Garage)
  
- e. EXPENSES / 5311F: \$ 7,500.00 (Marketing of I-39/Greyhound route)
- f. EXPENSES / 5311F: \$ 3,750.00 (Marketing of I-88/Greyhound route)  
\$ 11,250.00

### 6.) Requisitions

Funding Source	Quarter	Amount	Received Y/N
5311*	2 <sup>nd</sup> Quarter	\$ 0.00	No 5311 funding remains
DOAP	2 <sup>nd</sup> Quarter	\$436,866.08	Requisition submitted
5311F (I-88)	2 <sup>nd</sup> Quarter	\$276,958.49	Requisition submitted
5311F (I-39)	2 <sup>nd</sup> Quarter	\$269,404.16	Requisition submitted

**3<sup>rd</sup> Quarter Reimbursement Requisition will begin shortly**

