

Minutes – Shields Township Community Services Committee
Special Meeting of Community Services Committee May 09, 2023

STATE OF ILLINOIS,)

Lake County,) SS.

Town of Shields)

THE COMMUNITY SERVICES COMMITTEE MEETING OF SHIELDS TOWNSHIP
meeting in person on **Tuesday, May 09, 2023 at 4:30 pm.**

PRESENT

Lisette Rothing	Deputy Clerk
Kathy Blahunka	Committee Chair
Vickie Brown	Committee Person
Carl Evans	Committee Person
Susan Fowler	Committee Person
Heather Meyers	Committee Person
Janice Schnobrich	Committee Person

ABSENT

- I. Call to order & Roll call** – Deputy Clerk Rothing called the meeting to order at 4:30 pm and performed roll call.
- II. Approval of Apr 11, 2023, Minutes** – Committee Chair Blahunka motioned to approve the Apr 11th meeting minutes. It was seconded by Committee Person Schnobrich. There was no discussion. The Present Committee Members, Blahunka, Meyer, and Schnobrich voted Aye. Committee Person Fowler was not present at the April meeting and abstained

from the vote. Committee Persons Evans and Brown arrived shortly after voting at 4:32 pm and 4:36 pm respectively.

III. Public Comment – Three (3) Minutes per speaker – No Public Comment

IV. Old Business

a. Presentation from Phoenix Rising Representative Kate Briand

Kate Briand gave a brief history of Phoenix Rising, stating it was founded in 2005 as a 501C3 charitable organization. It receives donations and purchases food from the NIFB when supply is available. When NIFB cannot supply food, Phoenix Rising purchases from public markets. They have Food Certified volunteers to manage packaging of goods. They have a small budget with limited overhead. They spend about \$4000 annually for Turkeys. Harrison poultry provide turkeys for Thanksgiving and Christmas. Distributions go to about 400-800 people for each holiday. Pack my porch provides side dishes for holiday distributions. Annually they serve about 1200-2000 clients. They take donated food to Veterans Closet when receive on regular basis from donations. During COVID moved to a delivery model. No one gets reimbursed for gas or time. It is strictly volunteer. Historically Anthony Coleman supported the distributions Now, Carl Evans delivers food once a month, when available. Historically they also distributed to Roberti Community House in Waukegan and Highwood Library. Food donated is all shelve stable. They cannot do metrics for Veterans closet distribution. But do provide metrics to NIFB to be eligible to purchase from the Food Bank.

Committee Chair Blahunka suggested that Phoenix Rising present to the Committee or the Board annually to provide some reporting to the Township.

Committee Persons Brown and Evans recommended the Township be responsible for collecting metrics on telephone inquiries and walk-in clients to help better understand the local needs. All Committee Members agreed that it was important for the Township staff to track such metrics and report back to the Committee and Board.

V. New Business

a. Investigate/Recommendation for Videotaping Board/Committee Meetings

The Committee unanimously agreed that all meetings of the Township should be videotaped and posted online for so public viewing, as it is a common practice with other responsible nearby government bodies. The discussion also included the need for microphones so that the audience in the room as well as video viewers could hear the meeting. It is currently difficult to hear meeting discussions, especially for elderly people in the audience.

Resources are tight so recommendations for recording should require minimal human intervention for recording.

On a motion by Committee Person Meyers, seconded by Committee Person Brown a vote was taken to approve the common practice to use microphones at meetings, videotape all meetings and post all content online. All Committee Members voted to approve.

VI. Adjournment – Meeting Adjourned at 5:30 p.m.

