

**MINUTES OF THE
BI-STATE REGIONAL COMMISSION**

Wednesday, April 26, 2017, 3:30 p.m.
Scott County Administrative Center
600 West Fourth Street
Davenport, IA

MEMBERS PRESENT: Klipsch – Treasurer, Beck, Broderson, Callaway-Thompson, Carroll-Duda, Gallagher, Gradert, Heninger, Howard, Kiser, Lack, Lawrence, Moore, O’Boyle, Pauley, Raes, Schloemer, Sherwin, Sorensen, Stoermer, Tank, Terry, Thodos, Waldron

MEMBERS ABSENT: Austin, Brown, Conrad, Earnhardt, Gordon, Justin, Knobbe, Looney, Maranda, Mendenhall, Newton-Butt

OTHERS: Amber Wood, Red Cross of the Quad Cities and West Central Illinois Director

STAFF PRESENT: Berkley, Bulat, Grabowski, Miller, Moritz, Whitson

Treasurer Klipsch called the meeting to order at 3:34 p.m. He began the meeting by recognizing outgoing Commissioners and presenting them with certificates and a plaque.

1. Approval of the March 22, 2017 Minutes. Mr. Howard moved to approve the minutes of the March 22, 2017 meeting as presented. Mayor Gallagher seconded the motion, and it passed unanimously.
2. Treasurer’s Report. Mayor O’Boyle presented the Treasurer’s Report for the month ending March 31, 2017, noting an ending total bank and book balance of \$299,955.26. Mayor O’Boyle moved the report be accepted as written and mailed. Mr. Stoermer seconded the motion, and it passed unanimously.
3. Finance and Personnel Committee.
 - a. Bills. Mayor O’Boyle presented the bills totaling \$48,990.33, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust, VISA charge card expenses related to Illinois Intergov meeting; 1 staff attending Henry County trip to Springfield; 1 staff attending the Washington, DC trip; Transportation Policy Committee meeting; 1 staff attending the Illinois Department of Transportation Safety Workshop; 1 staff attending the Illinois Performance Measures Workshop and Transportation Alternatives Program Federal Review; Quad City Riverfront Council meeting (cost reimbursed by participants); 1 staff attending the 2017 Illinois Association for Floodplain & Stormwater Management Conference; 1 staff attending the 16th TRB National Transportation Planning Application Conference; 3 staff attending the American Red Cross Adult & Pediatric First Aid/CPR/AED class; office supplies	\$ 3,179.71
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The Roosevelt Group LLC, March 2017 legislative technical service and Professional Media Services (cost reimbursed by participating member governments) 20,000.00

Thomas A. Skorepa, P.C., Administrator Hearing Officer (cost reimbursed by MUNICES) 3,745.00

Addendum

Rock Island County Treasurer 6,225.62

05/2017 Rent \$4,618.38

05/2017 Internet Access 88.00

04/2017 Managed Print Services 323.72

03/2017 Postage 940.96

03/2017 Printing 6.75

03/2017 Supplies 122.61

03/2017 Cell Phone* 125.20

*(Partial costs reimbursed by HCEDP)

Disbursement of funds for the following Bi-State Revolving Loan Fund Loan: QC Custom Tees & More, Inc. 15,840.00

Mayor O’Boyle moved approval of the bills totaling \$48,990.33 as presented above.

Mayor Thodos seconded the motion, and it passed unanimously.

b. Report on Progress on Commission’s FY 2016-17 Program Budget as of March 31, 2017. Mayor O’Boyle explained the Program Budget Status Report was mailed in members' packets. The Commission is 75.0% through the fiscal year with 65.3% expended and within budget.

c. Contracts/Grants for Consideration. There were no contracts/grants for consideration.

4. American Red Cross Centennial Outreach Events. Ms. Wood reported that because someone in America needs blood every two seconds, the Red Cross must collect 14,000 donations every day for patients in need. While 80 percent of donations are collected at blood drives close to where people work and live, the blood Red Cross collects is distributed throughout the United States. Red Cross blood is part of the National Inventory with a lower loss rate than any blood bank in the United States. All Red Cross units donated find a recipient. Red cross blood has the ability to spread needed units to areas of urgency such as the Florida night club shooting. Red Cross blood is also the official secondary provider to the United States Military.

Ms. Wood also spoke about the American Red Cross – Blue Tie Tag Program that donates blood to Lurie’s Children’s Hospital to combat Sickle Cell disease. This identifies blood donations from those of African American heritage that is the best match for Sickle Cell patients due to antigens in the blood relevant to ancestry. Because 1 in 500 newborn babies have Sickle Cell and 1 in 12 African American’s have Sickle Cell, all babies born after 1989 have been tested for the Sickle Cell trait. Transfusion is the most common form of treatment.

Another major part of the Red Cross’ program involves the Home Fire Campaign and the Sound the Alarm effort, which seek to combat the silent disaster that is a home fire. Every eight minutes, someone in the U.S. is affected by a disaster; the vast majority are home fires. Home fires kill more people in America annually than all natural disasters combined. In fact, seven people are killed by home fires every day. Children, the elderly, and lower-income communities are most adversely affected.

People have only two minutes to get out of a burning building, not ten minutes. As a first responder to home fires, Red Cross wants to change the odds of survival. A working smoke alarm doubles the chance of surviving a home fire, and an escape plan increases the odds even more. Since the 2014 launch of the Red Cross Home Fire Campaign, volunteers and partners have installed more than 700,000 alarms and replaced more than 42,000 batteries. Ms. Wood noted just in this Red Cross region, more than 216 lives had been saved.

Ms. Wood announced that a new annual national signature event around Sound the Alarm will be launched this year with the goal of installing 100,000 smoke alarms. The event will occur between September 30 through October 15, 2017 in 100 major cities nationwide including the Bi-State Region.

5. Consideration of Adoption of *Bi-State Region Comprehensive Economic Development Strategy (CEDS) Progress Report 2017 Update*. Ms. Berkley presented the final draft of the *Bi-State Region Comprehensive Economic Development Strategy (CEDS) 2017 Progress Report* that had been distributed at the March 22, 2017 meeting to Commissioners for review and provided to the public on the Bi-State website. Minor comments were received through the 30-day review regarding economic development related projects as noted in the projects list. Commissioners approved a resolution to adopt the 2017 CEDS Progress Report, and to submit the report to the Economic Development Administration.
6. Grants – Readiness, Successes, and Services for Members. Ms. Whitson informed Commissioners that Bi-State Regional Commission offers member governments a variety of services relating to grant activity. Services include assisting with writing grants, reviewing grant applications, providing adequate resources, developing a “letter of concurrence” providing Bi-State Regional Commission’s support for a particular project, and distributing notifications to member governments about upcoming grant opportunities. There are a number of grant opportunities available on the federal, state, and local levels in different fields such as transportation, public health, public safety, environmental planning, public works, economic development, and housing. An updated list of available grants and the maximum amount that may be requested can be found on Bi-State’s website at <http://bistateonline.org/2012-11-14-00-29-57/grant-writing-services>.

Ms. Whitson stated that grant readiness is also an important component and includes strategically prioritizing projects in the community and aligning goals and feasible projects with available grant cycles. Often times a match from the community is needed to pair with the potential grant, so having an accurate budget and secured leverage source for a match is beneficial. Registering at grants.gov is a must if a community is looking to apply for a federal grant, and also requires the process of acquiring a Dun and Bradstreet (DUNS) number. In addition, a System for Award Management (SAM) account is required at the time of a grant submission and throughout the duration of any federal award. Bi-State’s website has a grant readiness page to provide further tips and information. This site can be found at <http://bistateonline.org/2012-11-14-00-29-57/grant-readiness-and-administration>.

Ms. Whitson encouraged Commissioners and their staff to contact Bi-State’s Planning Department to receive further information on particular grants and how to get started.

7. Questions or Comments by Commissioners. There were no additional questions or comments by Commissioners.
8. Other Business. Ms. Bulat recognized Administrative Professionals Day by thanking Bi-State administrative staff members.
9. Adjournment. The meeting adjourned at 4:11 p.m.

Respectfully submitted,

Kathy Carroll-Duda

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Secretary