

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

Wednesday, January 25, 2023, 3:30 p.m.
Bettendorf City Hall
Second Floor Board Room
1609 State Street
Bettendorf, Iowa

MEMBERS PRESENT: Gallagher – Chair, Adams, Beck, Breeden, Brunk, Dawson, Dunn, Freeman, Heninger, Lawrence, Limberg, Matson, Maxwell, Mielke, Newton, Ortiz, Paustian, Rayapati, Roethler, Sauer, Schloemer, Sorensen, Stoermer, Thompson, Thoms, Waldron

MEMBERS ABSENT: Bark, Lack, Mendenhall, G. Moore, R. Moore, Parker, Sherwin, Wise

OTHERS PRESENT: Chris Ford, River Bend Food Bank; Kelly Krell, Riverdale City Clerk

STAFF PRESENT: Bulat, Connors, Grabowski, Henderson, McCullough

Chair Gallagher called the meeting to order at 3:30 p.m.

1. **Approval of the December 21, 2022 Minutes.** Mr. Maxwell moved to approve the minutes of the December 21, 2022 meeting as presented. Mayor Thoms seconded the motion, and it passed unanimously.
2. **Treasurer's Report.** Mr. Brunk presented the Treasurer's Report for the month ending December 31, 2022, noting an ending total bank and book balance of \$466,765.52. Mr. Brunk moved the report be accepted as written and mailed. Mayor Matson seconded the motion, and it passed unanimously.
3. **Finance and Personnel Committee.**
 - a. **Bills.** Mr. Waldron presented the bills totaling \$33,813.60, as listed on the following bills listing:

Bills List

Blackhawk Bank & Trust VISA credit card expenses related to:	\$ 2,288.08
December 2nd MAC Mgrs. & Admins. Mtg. (cost reimbursed by participants); December 2nd Henry County Tourism Bureau Meeting; December 7th Iowa Intergovernmental Meeting; December 16th CEO/MAC Mtg. (cost reimbursed by participants); Software Subscriptions including Intergen, Inc. and Adobe Photoshop & Creative Cloud Licenses; Office Supplies	

Addendum

Bohnsack & Frommelt, LLP – Final Year-End June 30, 2022 Audit and Single Audit & Preparation of Financial Statement	22,750.00
Mel Foster Insurance, 2023 annual premium for Cyber Security Policy	3,199.00

Rock Island County Treasurer			5,576.52
02/2023	Rent	4,979.25	
02/2023	Internet Access	88.00	
01/2023	Managed Print Services	243.34	
12/2022	Postage	239.70	
12/2022	Cell Phone	26.23	

Mr. Waldron moved approval of the bills totaling \$33,813.60 as presented above. Mr. Beck seconded the motion, and it passed unanimously.

- b. Report on Progress on Commission's FY 2022-23 Program Budget as of December 31, 2022. Mr. Waldron explained the Program Budget Status Report was distributed in Commission members' packets. The Commission is 50.0% through the fiscal year with 37.0% expended and within budget.
- c. Contracts/Grants for Consideration. There were no contracts or grants for consideration
- d. Consideration of Recommendation to Accept the Financial and Compliance Report for the Year Ended June 30, 2022 Mr. Waldron stated the Finance and Personnel Committee received a detailed audit presentation and are recommending approval of the audit report. Ms. Frommelt reported there were no findings and that Bi-State complied with all laws, regulations, contracts, and grants. The Commission again received the highest audit opinion, an unmodified opinion "Clean Audit" with no findings or questioned costs.

Mr. Waldron made a motion to accept the Financial and Compliance Report for the year ended June 30, 2022. Mr. Stoerner seconded the motion, and it passed unanimously.

- e. Consideration to Renew the Executive Director's Annual Employment Agreement Mr. Waldron reported evaluation forms were sent to Commissioners and member government officials, with Ms. Bulat receiving high marks by those who responded. He stated the Finance and Personnel Committee recommended the Executive Director's employment contract be renewed for the year November 1, 2022 – October 31, 2023, with a 2% merit increase, along with any budgeted wage adjustment received by all staff across the board.

Mayor Gallagher made a motion to renew the Executive Director's annual employment agreement with a 2% merit increase in addition to any budgeted wage adjustment received by all staff across the board. Mr. Beck seconded the motion, and it passed unanimously.

4. Executive Committee.

- a. Election of Officers. Chair Gallagher reported the Executive Committee, serving as the Nominating Committee, met January 25, 2023 to recommend a slate of officers for consideration to the full Commission. The By-Laws provide that officers shall serve a term of one year (with eligibility for re-election to a second term) and must be elected officials with no more than one officer from each jurisdiction and no more than two officers from the same state. The office begins March 1, 2023. The slate nominated is:

Chair – Kippy Breeden, Chair, Henry County Board

Vice Chair – Dr. Brad Bark, Mayor, City of Muscatine

Secretary – Richard "Quijas" Brunk, Chair, Rock Island County Board

Treasurer – Scott Sauer, Chair, Muscatine County Board

Chair Gallagher called for nominations from the floor, and none were received. Mr. Stoermer motioned to approve the slate of officers as presented, and Mayor Dawson seconded. The motion passed unanimously.

5. River Bend Food Bank Presentation. Mr. Ford reported that the River Bend Food Bank serves 23 counties in eastern Iowa and western Illinois, with a population of 1,050,000 over an area of approximately 13,900 square miles. They have been fighting food insecurity for over 40 years. They work with over 400 hunger relief partners and over 1500 volunteers, as well as directly staffing two branches and two food pantries. Their first donation of product was in 1982.

One in 10 adults and 1 in 5 children experience hunger every day, which equates to 105,295 people in the service area. Sixty-four percent of these people choose between medical care and food. Eighty-one percent of people facing hunger compromise nutrition and long-term health to purchase the cheapest food available, yet our nation throws away 35 million pounds of food each year.

The River Bend Food Bank food comes from a variety of sources including donations, the United States Department of Agriculture, and direct purchasing. Mr. Ford noted River Bend Food Bank is purchasing more food than ever have before. As an organization, the Food Bank is taking steps to continue the fight against food insecurity including purchasing \$800,000 in food and providing an additional \$500,000 in an “Inflation Fighter” food subsidy program. They have also received support from Quad Cities Community Foundation.

Mr. Ford asked that those present educate others about food insecurity in our communities and to use River Bend Food Bank as a resource when food insecurity is identified. Other ways to help are to volunteer time, give financial support, and to get involved in the Community Hunger Drive organized by River Bend Food Bank.

He noted the Farm Bill that is being considered in Washington impacts key federal nutrition programs like the Supplemental Nutrition Assistance Program (SNAP) and the Emergency Food Assistance Program (TEFAP). Following his presentation, Mr. Ford took questions, and several commissioners expressed concern about changes to SNAP being proposed in Iowa. They also asked for a list of food pantries in the region that receive food from River Bend. Mr. Ford said he would provide the list, and that new pantries may be added.

6. Questions or Comments by Commissioners.

7. Other Business.

Ms. Bulat note that beginning in March the meetings of the Commission will be held in the SAL Community Services offices in Moline, IL. The meetings will be held there through the end of the year.

8. Adjournment. The meeting adjourned at 4:03 p.m.

Respectfully submitted,



Scott Sauer
Secretary