



# Dane County

## Minutes - Final Unless Amended by Committee

### Community Development Block Grant Commission - Application Review Team

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Monday, April 6, 2026

11:00 AM

Hybrid Meeting: Dane County Job Center  
1819 Aberg Ave., Room F120

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#### A. Call To Order

Vice Chair Jerimiah DeGollon called the meeting to order at 11:00am with a quorum present.

**Staff Present:** Joanna Cervantes, Cindy Grady, Baltazar De Anda Santana, Baret Decker, Caleb Odorfer, Katie O'Brien

**Present** 5 - DONALD DANTZLER JR, JEREMIAH DEGOLLON, TED GUNDERSON, TIM KREFT, and Alternate ANTHONY DARE

**Excused** 1 - Chair KATHERINE KAMP

#### B. Consideration of Minutes

- 3/5/2026 CDBG Application Review Team Meeting Minutes

[2025  
MIN-664](#)

3/5/2026 CDBG APPLICATION REVIEW TEAM MEETING MINUTES

**Attachments:** [3.05.2026 CDBG ART Minutes Final](#)

Motion was made by Commissioner Anthony Dare and seconded by Commissioner Ted Gunderson to approve the minutes from the March 5, 2026 CDBG Commission – ART meeting. Motion passed unanimously by voice vote.

#### C. Public Comment on Items not on the Agenda

*None*

#### D. Presentations

- OpenGov Orientation

[2026](#) DANE COUNTY OPENGOV EVALUATION GUIDE  
[PRES-009](#)

**Attachments:** [Dane County OpenGov Evaluation Guide](#)

Katie O'Brien, a Purchasing Officer for Dane County, gave an overview of the OpenGov platform, which Dane County uses to solicit and evaluate applications for RFPs. Ms. O'Brien focused on instructions for scoring in the OpenGov platform, and navigated the OpenGov platform live to show examples. Commissioners asked questions and Ms. O'Brien answered.

**Commissioner Gunderson departed the meeting at 11:32am.**

**Present** 4 - DONALD DANTZLER JR, JEREMIAH DEGOLLON, TIM KREFT, and Alternate ANTHONY DARE

**Excused** 2 - Chair KATHERINE KAMP, and TED GUNDERSON

## E. Action Items

### 1. 2027 CDBG/HOME RFP & Application Process Updates

[2025](#) 2027 CDBG/HOME RFP & APPLICATION PROCESS UPDATES - DRAFT  
[ACT-406](#)

**Attachments:** [2027 RFP & Application Process Updates - CDBG Commission ART - Final Draft](#)

Cindy Grady summarized the 2027 CDBG & HOME RFP application process updates the CDBG Unit drafted. These changes were significant and their purpose was to streamline the application process, and to better align the funding allocation process with Consolidated Plan needs. Commissioners asked questions and staff answered.

**Motion was made by Commissioner Donald Dantzler and seconded by Commissioner Tim Kreft to approve the 2027 CDBG/HOME RFP & Application Process Updates for referral to the full CDBG Commission. Motion passed unanimously by voice vote.**

### 2. 2027 CDBG/HOME Application Evaluation Criteria

[2025](#) 2027 CDBG/HOME APPLICATION EVALUATION CRITERIA - DRAFT  
[ACT-407](#)

**Attachments:** [2027 CDBG-HOME Application Evaluation Criteria - Final Draft](#)

Ms. Grady presented a draft of the 2027 CDBG & HOME RFP application evaluation criteria and highlighted significant updates made from the prior criteria. These updates were made to reduce the number of questions applicants need to answer and evaluators need to score. Commissioners recommended revisions to the Experience and Qualifications section to update the language, and to the Staff Turnover section to allow evaluators to consider an explanation for an agency's turnover rate while scoring.

**Motion was made by Commissioner Kreft and seconded by Commissioner Dare to approve the 2027 CDBG/HOME Application Evaluation Criteria for referral to the full CDBG Commission, with discussed revisions made to the Experience and Qualifications and Staff Turnover sections. Motion passed unanimously by voice vote.**

## **F. Future Meeting Items and Dates**

*TBD*

## **G. Adjourn**

**Motion was made by Commissioner Kreft and seconded by Commissioner Dare to adjourn the meeting at 12:22pm. Motion passed unanimously by voice vote.**

*Minutes respectfully submitted by Barrett Decker pending Commission approval*