

## CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, March 5, 2015

**CALL TO ORDER:** 6:35 p.m.

**MEMBERS PRESENT:** Diane Durian, Shawn Havens (arrived 6:38), Effie Kokkinos, Ray LaPoint, Elma (Pat) Maye (left prior to adjournment), Nadeem Mirza, Edward Morgan, Sandra Sheppard, Sharat Kamath (Youth Advisory).

**MEMBERS ABSENT:** Amanda Woodin.

**STAFF PRESENT:** Elizabeth Money, Neighborhood Program Specialist

**APPROVAL OF MINUTES:** Morgan questioned why it was noted when Board members arrived and staff member Money indicated it was done to track Board member numbers since items may be voted on before all members are present. Haven moved and Morgan supported approving the minutes as presented. Motion passed 8-0.

### **OLD BUSINESS**

1. **FY 2015-16 Human/Public Service Funding Update:** Maye indicated she had a conflict of interest due to her employer, the Fair Housing Center of Southwest Michigan, being a CDBG Program subrecipient and would not participate in the discussion or any vote on the agenda. Sheppard opened the discussion and Money explained the February 10, 2015 communication from the U.S. Department of Housing and Urban Development (HUD) and that there was an increase in actual verses projected funding and the amount now available for the CDBG Fund is \$42,510. It had been determined that, in order for PCC to maintain city funding contributions at 30% or less of their annual budget, that PCC should receive \$122,985 - which equals 30% of their current FY 2014-15 budget. The increase in CDBG Funds meant PCC needed a lesser amount (\$80,475) from the General Fund to reach that amount. As such, there is more General Fund money available for the remaining five applicants. Mirza opened the discussion on the grant funding cycle and how to improve the process for the next year. LaPointe added that improvements over the past few years had streamlined the process and additional changes over the next few years would further improve the process. A discussion ensued on how to award future funds, how to relate changes to the applicants, and how to rank and fund applicants in a fair manner. LaPointe indicated that any major changes would require at least two funding cycles to prepare applicants, but that more subtle changes over time would be better. The Board agreed to further review and discuss the grant process at future meetings. Money then explained staff utilized rankings (with Catholic Charities and Housing Resources, Inc. given equal ranking due to their virtually identical Board scores and identical City Administration scores), the Board's methodology, and the Board's recommended funding from the February 5, 2015 meeting to determine the new recommended amounts. After further discussion, the Board recommended no further changes to the recommended funding amounts. Morgan moved and Havens supported providing the following funding: The Portage Community Center/\$122,985 (General Fund and CDBG Fund combined); YWCA/\$11,130; Catholic Charities/\$11,100; Housing Resources, Inc./\$19,780; Gryphon Place/\$2,340; and Kalamazoo Anti-Human Trafficking Coalition/\$800 (General Fund). Motion passed 6-1 (Maye abstained).

**NEW BUSINESS:**

1. Fair Housing Activity Update – Presentation by Bob Ells, Executive Director, Fair Housing Center of Southwest Michigan (FHCSWMI) and Fair Housing Month Proclamation: Ells reviewed activity of the FHCSWMI, provided in the agenda, including educational trainings and complaint investigations. The Board made multiple inquiries including questions about testers, training for testers, and what information is collected when testing is done. Ells and Maye provided more detailed information on testing activities and on the various types of discrimination that they investigate but that they provide training on.
2. Kalamazoo Transit Authority LAC update – Maye: Maye indicated there was not a quorum for the January meeting due to weather conditions and had nothing to report.

**STATEMENT OF CITIZENS:** Maye brought in a copy of a Portage Public Schools brochure distributed in the latest *Portager*. Maye noted the lack of diversity represented in the large photo of school children and that it did not accurately reflect Portage's population. The Board was in agreement that the photo was not diverse. Money indicated that the city only helped distribute the brochure and was not involved in its production or publication. Any comments could be directed to Portage Public Schools and contact information was available on their website.

**ADJOURNMENT:** Durian moved and Kokkinos supported adjournment of the meeting at 8:15. Motion passed 7-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

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