

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting January 19, 2017

CALL TO ORDER: 6:35 p.m.

MEMBERS PRESENT: Diane Durian, Effie Kokkinos, Ray LaPoint, Elma (Pat) Maye, Nadeem Mirza, Edward Morgan, Sandra Sheppard, Fiorella Spalvieri (excused), Amanda Woodin, Lindy Nebiolo, Youth Representative. Motion made by Durian and supported by Kokkinos to excuse Spalvieri. Motion passed 8-0.

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

CITIZEN PRESENT: Kathryn Hanfland

APPROVAL OF MINUTES: Morgan moved and Mirza supported approval of the January 5, 2017 minutes. Motion passed 8-0.

OLD BUSINESS:

- * 1. Human/Public Service Grant Applications – Communications from Lending Hands of Michigan and Twelve Baskets: Woodin referenced the two communications and Money added that Twelve Baskets had indicated in their application that they did not have the required insurance but the email indicated they could obtain it. Nebiolo asked if the insurance was even necessary and staff responded that it was to protect the city from liability. If grant applicants were unable to obtain the insurance or, if it was a financial burden, then they would not be able to receive grant funds.

NEW BUSINESS:

- * 1. Human/Public Service Grant – Summary Forms and Board Scoring: Kokkinos stated for the record that she has a professional relationship with The Ark and provides therapeutic services by contract but that her relationship with them will not affect her decision making. Woodin opened the conversation regarding scores. The Board went through the applications together, compared scores, discussed, and agreed upon final scores. Board comments and questions included that criteria question number 5 is difficult to answer – especially given that some agencies cannot collect information on clientele; that presentations were better this year, and the Board was pleased with the new applicants but expressed concern about the limited funding. The Board requested that they be notified when applicants submit their required reports. A discussion was had concerning the uniqueness of new applicant Twelve Baskets as there were numerous food pantries in the area (including the currently funded Portage Community Center (PCC)), staff provided information obtained from the Food Bank of South Central Michigan that listed food pantries in the area, and some Board members felt they didn't make a strong enough case for their uniqueness or coordination of services - although they try and provide fresh meat. It was noted that Twelve Baskets scores more points by asking for a larger funding amount and being a new organization. The Board discussed the other new applicant, Kalamazoo Literacy Council, the impact of literacy work amongst the community, how it impacts an individual and a family, and that it was an educational service and fell into a basic need funding category. It was noted that PCC was

requesting more than 30% of their budget for FY 2017-18. Money indicated a conversation occurred with PCC and that the loss of budgetary funds was anticipated to be isolated to FY 2016-17 and they were aware of the large decrease from last year. With regards to the scoring, the Board agreed on most figures and compromised on 211 with some Board members arguing the 24/7 service they provide on behalf of other agencies including the YWCA, HRI, and The Ark qualifies them for 100 points for criteria question 1, but that a 24 hour hotline did fall into the 60 point category. Since their service is necessary or a more productive method to receive housing assistance, the Board agreed to grant them 80 points and that the small group who reviewed the grant process needs to revisit this since 211 is an ongoing recipient, they are unique, and their work and integration with other organizations extends beyond just being a call center. It was asked how the city communicated to new applicants and Money indicated letters were mailed to area service organizations, past applicants, anyone who had requested an application, an article was placed in the *Portager*, and information was available on the city website. After scoring was agreed upon the following rank/score was determined: 1) Portage Community Center/250; 2); The Ark/230; 3) HRI & YMCA/225; 5) Twelve Baskets/210; 6) 211/195; 7) Lending Hands/185; 8) Goodwill & Kalamazoo Literacy Council/170. LaPoint moved and Maye supported accepting the rank and score as stated. Motion carried 7-0 (Mirza left at 8:57).

2. Kalamazoo Transit Authority LAC update - Woodin: Woodin indicated the 50th Anniversary was coming up and celebration plans were being prepared and that ridership continues to exceed previous records. .

STATEMENT OF CITIZENS: No statement was made by the citizen present.

ADJOURNMENT: Maye moved and LaPoint supported adjournment at 9:08 p.m. Motion passed 7-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

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