

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Virtual Meeting – January 28, 2021

CALL TO ORDER:

The City of Portage Human Services Board virtual meeting of January 28, 2021 was called to order by Chairperson Spalvieri at 6:05 p.m. Pursuant to the “Remote Attendance Rules for Meetings,” this meeting was held remotely with board members and staff participating via video/telephone call-in.

MEMBERS PRESENT:

Alice Mwanda (Portage), Fi Spalvieri (Portage), Effie Kokkinos (Portage), Tim Henson (Portage), Brooke Kolodzieczyk (Portage), Barbara Sagara (Portage), Nadeem Mirza (Portage), Stephanie Upshaw (Portage), Fayyaz Razi (Youth Advisory Board Representative – Portage).

MEMBERS ABSENT: Cristy Cate

STAFF PRESENT:

Tom McCoy, Neighborhood Program Specialist, Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services.

APPROVAL OF MINUTES:

Kolodzieczyk moved and Mwanda supported a motion to approve the January 7, 2021 minutes. Motion passed 8-0.

OLD BUSINESS:

Review of HPS Grant Application: Spalvieri opened discussion. Mr. Forth indicated the application from Catholic Charities had been amended to remove the request for \$40,000 for food assistance due to alternative Covid-19 funding availability. Staff reviewed the January 25, 2021 memo to the Board from Director Peterson confirming that the amended amount of funds requested by all agencies still exceeds the amount of funds available by \$57,700, which will require the Board to recommend a lower total allocation amount than the total amount requested. The Board discussed, among other applications, the application from United Way for security deposit assistance. Spalvieri questioned whether Kalamazoo County Homeless Millage funds could or would be utilized for the same purpose. Board members also inquired about the intake process and method of payment of security deposits and expressed concerns that the program did not provide specific data regarding the number of individuals expected to be served. Upon request, staff agreed to secure additional clarification from United Way regarding details of the program including intake procedures and financial details regarding how funds are provided.

Upon request by Chair Spalvieri, Mr. Forth reviewed staff scoring and rankings for all agencies, leading to a discussion among Board members regarding specific scoring categories and criteria. In the interest of providing consistency and clarification, Spalvieri suggested and led a review of scoring criteria specifically for category 1 and conditions that determine the scoring for that highly weighted category. Each application was reviewed for consistency of scoring in that category and

several of the remaining categories were discussed in order to address any questions and provide clarification. Upon general agreement that all scoring categories had been sufficiently examined, Board members agreed to complete and submit their respective score sheets for staff to compile and provide a summary at the February 4, 2021 meeting.

NEW BUSINESS:

Upshaw reported that the Metro Board had met on January 20, 2021 and discussed election of officers, establishment of sub-committees and reestablishment of service routes, albeit at reduced levels due to a decrease in ridership.

STATEMENTS OF CITIZENS:

No statements received.

ADJOURNMENT:

There being no further discussion to come before the Board, a motion was made by Mirza and supported by Mwanda to adjourn the meeting at 7:00p.m. Motion was approved 8-0.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Tom McCoy" followed by the initials "MS".

Tom McCoy, Neighborhood Program Specialist