

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Virtual Meeting – February 4, 2021

CALL TO ORDER:

The City of Portage Human Services Board meeting of February 4, 2021 was called to order by Vice Chairperson Upshaw 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), 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 EXCUSED: Fi Spalvieri

MEMBERS ABSENT: Cristy Cate

STAFF PRESENT:

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

NEW BUSINESS:

Public Hearing for FY2021-2025 CDBG Consolidated Plan – Needs Assessment and Market Analysis: Vice Chairperson Upshaw read aloud the announcement of the Public Hearing and invited any interested parties to enter the meeting via call in and if desired, enter the cue for an opportunity to comment.

Mr. Forth provided an overview of the draft Needs Assessment and Market Analysis that represent two chapters of the proposed 2021-2025 City of Portage Consolidated Plan. Topics covered included updated demographics; housing problems including substandard housing, overcrowding and cost burden; disproportionate needs among a particular race or ethnic group; public housing needs; homelessness needs and facilities; housing affordability; condition of housing; and barriers to affordable housing.

Vice Chairperson Upshaw opened the public hearing. No comments or questions were received from the public. Vice Chairperson Upshaw requested a motion to close the public hearing. Kolodzieczyk moved and Mirza supported a motion to close the public hearing. Motion passed 7-0

OLD BUSINESS:

Review of HPS Grant Applications: Upshaw inquired of staff about the status of compilation of scores from individual Board members. Mr. McCoy stated that the scores had been compiled and averaged, resulting in a rating of each agency from 1-10. Mr. Forth asked if the spreadsheet could be conveyed to the Board via email during the meeting. Mr. McCoy forwarded the scores.

The Board discussed funding recommendation alternatives for each of the ten agencies who have applied, considering that the total funding requested exceeds the amount of funds available by approximately \$57,700. The Board discussed and subsequently agreed that the application for \$50,000 in funding from United Way for a pilot security deposit program was not one that the Board would recommend for funding this year. However, the Board would be interested in reviewing performance and participation data from the program if the United Way wishes to apply for funding in subsequent years. Henson suggested and the Board agreed that the remainder of the \$7,700 shortfall could potentially be addressed by recommending an allocation of \$12,300 to Twelve Baskets, which, while less than the full \$20,000 requested, is an increase of \$4,000 over their current fiscal year award of \$8,300. Staff agreed to prepare a draft funding recommendation memo for the Board to review at the February 18, 2021 special meeting.

STATEMENTS OF CITIZENS:

No statements received.

ADJOURNMENT:

There being no further discussion to come before the Board, a motion was made by Kolodzieczyk and supported by Mirza to adjourn the meeting at 7:30 p.m. Motion was approved 7-0.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Tom McCoy" with a small "ML" monogram to the right.

Tom McCoy, Neighborhood Program Specialist