

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, October 7, 2010

CALL TO ORDER: 6:35 p.m.

MEMBERS PRESENT: Diane Durian, Pamela Gilchrist, Angela Manahan Ilori, Elma (Pat) Maye, Marc Meulman, Genna Nichols, Kyle Huit (Youth Advisory Committee Liaison)

MEMBERS EXCUSED: Sandra Sheppard, Amy Tuley

STAFF PRESENT: Vicki Georgeau, Deputy Director of Neighborhood Services

APPROVAL OF MINUTES: September 2, 2010 minutes were approved as submitted, 6-0.

OLD BUSINESS:

Human/Public Services Available to Portage Citizens – Public Education – Ad Hoc Committee report: Durian requested feedback from the Board on the Ad Hoc Committee report in the agenda, and staff provided background information for new Board members. Gilchrist suggested also surveying clients of Curious Kids/Portage Community Education Center, and recommended the Board seek assistance from Portage Community Center staff and library staff by asking clients to complete surveys. Nichols inquired if Portage Community Center has already done similar surveys to determine how clients came to know of available human services. Meulman indicated Diane Schrock of the Portage Community Center offered to serve on the Ad Hoc Committee, and the Board should seek input from Ms. Schrock. Gilchrist inquired if surveying residents about their knowledge of human services is an extra step, and why not simply provide residents information about services with a brochure or other materials. Maye and Meulman indicated the Board first wanted to know what type of education and outreach would effectively reach people in need of services, and that needs to be determined before moving forward on developing materials to disseminate. Staff indicated that several good resource guides already exist for Board review. After further discussion, Durian agreed to meet with Ms. Schrock prior to the next meeting and report back to the Board in November, and staff agreed to contact city General Fund and CDBG Program grantees and inquire if the agencies survey clients as to how they came to know of agency services, and what data is available from such surveys in instances where they have been conducted.

Red Ribbon Week (October 23-31, 2010) activities – Board discussion: Meulman reported that a group of fifth grade students from Lake Center Elementary will attend the October 19th City Council meeting to read and accept the Red Ribbon Week proclamation. Staff offered to assist Meulman with logistics prior to the Council meeting.

NEW BUSINESS:

MSHDA 2010 Housing Resource Fund Grant Application – Public Hearing: Maye opened the public hearing, and staff provided a summary of the grant application for the North Portage Home Buyer Purchase-Rehabilitation Program, submitted to the Michigan State Housing Development Authority (MSHDA) for \$135,000. The program application proposes to complete up to five projects over the next two years within selected neighborhoods which: meet MSHDA criteria; correspond with CDBG Program neighborhood strategy areas; and include areas with a higher future foreclosure risk. Staff further explained that the city received MSHDA grants in 2006 and 2009 to carry out similar programs, and that the 2010 grant application will assist with the continuation of such efforts. As no public or Board comments were received, the public hearing was closed. Staff indicated that the minutes of the public hearing, and the resolution of support passed by City Council on October 5th, would be forwarded to MSHDA as required by the grant application. It is anticipated the city will receive a decision on the application in December 2010.

Election of Officers: The Board elected Meulman as Chair, Tuley as Vice-Chair, and Maye as Secretary.

STATEMENT OF CITIZENS: Maye presented Bill Lenehan a proclamation for his years of service on the Board. Staff provided information about the upcoming Project Connect event on November 17, 2010.

ADJOURNMENT: There being no further business before the Board, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Vicki Georgeau, Deputy Director of Neighborhood Services