

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, January 9, 2014

CALL TO ORDER: 6:30 p.m.

MEMBERS PRESENT: Diane Durian, Shawn Havens, Effie Kokkinos, Raymond LaPoint, Nadeem Mirza, Edward Morgan, Sandra Sheppard, Amanda Woodin

MEMBERS EXCUSED: Woodin moved, Durian supported excusing Kitu Kumya and Elma (Pat) Maye. Motion passed 8-0.

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

APPROVAL OF MINUTES: December 5, 2013 minutes were approved as submitted, 8-0.

OLD BUSINESS: None

NEW BUSINESS:

1. Memorandum regarding Human/Public Service funding, Human/Public Service Funding Application Booklet and Evaluation Criteria Forms: Staff summarized the funding applications received, current year funding, and estimated funds available through the Community Development Block Grant (CDBG) Program and General Fund. Staff noted the Board would hold a special meeting on January 23rd to score and rank the applications and would make a funding recommendation to City Council at the February 6, 2014 meeting. Staff noted that Board members should use the evaluation criteria and score summary forms provided, and submit their applicant scores to Money via email not later than Wednesday, January 15th.

2. Presentations by Applicants: Representatives from Catholic Charities (the ARK Shelter and ARK Community Services), Community Homeworks (Critical Home Repair), Goodwill Industries of Southwest Michigan (Tax Counseling Initiative), Housing Resources, Inc. (Housing Stabilization Program), YWCA (Domestic Assault and Sexual Assault programs), and the Portage Community Center (Program Coordination and Development, Youth Development, and Emergency Assistance Programs) made presentations regarding their grant requests from the General Fund and CDBG Fund. The Gryphon Place (2-1-1/Help Line) had no one present to make a presentation. The Board had a number of questions and comments for the applicants including clarification on funding sources, the demand for specific services for Portage residents. Woodin inquired about last year's funding requests and awarded amounts and staff indicated the Board would be provided that information.

3. Public Hearing - CDBG Program - Overview of Housing and Community Development Needs for Consolidated Plan update: Chair Sheppard opened the public hearing. Staff provided an overview of the HUD planning and reporting requirements for CDBG program grantees, including completion of a Consolidated Plan update every five years (including an Analysis of Impediments to Fair Housing study), an Annual Action Plan and grant application, and a Consolidated Annual Performance Evaluation Report. Staff provided a detailed overview of housing and community development needs included in the FY 2011-15 Consolidated Plan, key CDBG program activities, and performance measures from FY 2012-13. In addition, an overview of the projected budget and timeline to develop the Annual Action Plan was reviewed. The city will not know the entitlement grant amount until March or April 2014, but is estimating 5% reduction in funding for FY 2014-15. A draft budget and Annual Action Plan would be prepared by mid-February, and a 30-day public comment period would follow with a public hearing on the plan in either late March or early April 2014. As no further comments from the Board or no public comments were received, the hearing was closed.

4. Kalamazoo Transit Authority LAC Update - Maye: As Maye was not present, no update was provided.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: There being no further business before the Board, Woodin moved and Kokkinos supported adjourning the meeting. Motion passed 8-0. Meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist