

## CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, October 3, 2013

**CALL TO ORDER:** Meeting called to order at 6:30 p.m. by Sandra Sheppard, Chair

**MEMBERS PRESENT:** Diane Durian, Ray LaPoint, Elma (Pat) Maye, Edward Morgan, Nadeem Mirza, Sandra Sheppard, Amanda Woodin, Kitu Komya (Youth Advisory Committee)

**MEMBERS EXCUSED:** Effie Kokkinos, Kelly Williams

**STAFF PRESENT:** Elizabeth Money, Neighborhood Program Specialist

**APPROVAL OF MINUTES:** A motion was made by Woodin and supported by Durian to approve the September 5, 2013 minutes as written. Motion passed, 6-0 (Maye arrived after approval of the minutes).

### **OLD BUSINESS:**

1. Kalamazoo Transit Authority Information – Bus Shelters: Maye began the discussion reviewing the existing Portage bus shelter locations. Staff elaborated on the additional information received from Sean McBride, Executive Director of KTA, including the effects the pending KTA merger between the City of Kalamazoo and Kalamazoo County and the effects an ADA study will have on the placement of new bus shelters. The Board felt that they would not move forward with additional review or propose a potential bus shelter project to City Council until the merger and study were complete since it would effect existing shelters, new shelter locations, and bus routes/stops.

### **NEW BUSINESS:**

1. Red Ribbon Week (October 23-31, 2013): Sheppard began the discussion by requesting an update. Staff indicated that Kokkinos had sent an email stating she contacted Angling Elementary School but had not yet received a response from them regarding attendance at the October 22<sup>nd</sup> City Council meeting. After some discussion about the event and recruitment of students to attend, Mirza suggested that if Kokkinos had not received a positive response from Angling School by October 9, 2013, he would contact another school to participate. Staff would send an email to Kokkinos and Mirza communicating this information. After review of the Red Ribbon Week Proclamation, Durian moved and LaPoint supported approval and submission for the October 22<sup>nd</sup> Council agenda. Motion passed 7-0.
2. Election of Officers: After a brief discussion, Morgan moved and Maye supported retaining the current members as officers (Sheppard as Chair, Durian and Vice-Chair, and Maye as Secretary). Motion passed 7-0.
3. Kalamazoo Transit Authority LAC update- Maye: The LAC met in September but Maye indicated there was nothing new to report.

**STATEMENT OF CITIZENS:** Sheppard began a discussion on the schedule for the next several months and the pending Human/Public Service Funding cycle. The Board and staff discussed the application, recent changes, problems with HUD funding changes, and future meeting dates. Maye requested information on the fire damaged house at 5527 Meredith Street on behalf of neighborhood resident and was informed the city had authorized razing the structure. Morgan requested an update on the Lovers Lane CDBG project that went before the Board in September and was informed the loan documents were signed and the project to re-roof the garage was moving forward.

**ADJOURNMENT:** There being no further business before the Board, Maye moved and Woodin supported the meeting adjourned at 7:20 p.m. Motion passed 7-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

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