

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, January 23, 2014

CALL TO ORDER: 6:37 p.m.

MEMBERS PRESENT: Diane Durian, Shawn Havens, Raymond LaPoint, Nadeem Mirza, Edward Morgan (arrived at 6:45), Sandra Sheppard, Amanda Woodin

MEMBERS EXCUSED: Woodin moved, Durian supported excusing Effie Kokkinos and Elma (Pat) Maye. Motion passed 6-0.

MEMBERS ABSENT: Kitu Kumya

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

APPROVAL OF MINUTES: Durian moved and Mirza supported approval of the January 9, 2014 minutes as submitted. Motion passed 6-0.

NEW BUSINESS:

1. Memorandum regarding FY 2014-2015 Human/Public Service Applications: Sheppard and staff reviewed the memo in the agenda and provided an overview of the Human/Public Service application process.
2. FY 2014-2015 Human/Public Service Funding Board application scores and rankings: Sheppard began the discussion with a review of Board member scores and ranking as included in the final agenda. The Board discussed the average Board scores, individual rankings, and the overall ranking of each applicant. A discussion ensued regarding Community Homeworks, what qualified as a human service activity, how not being an identified human service activity impacted the score and ranking for the organization, and whether human service funding was appropriate for housing repair activities. Staff indicated to the Board that a meeting had occurred with Community Homeworks in September 2013 to discuss working with city staff on CDBG housing rehabilitation projects. The Board questioned if any work had developed from that meeting but staff indicated that Community Homeworks had not yet worked with the city or bid on a CDBG project. Discussion continued with a review of the Goodwill Industry application and the impact an increased tax return could make on low to moderate income residents and the educational benefits residents received that could be used on future tax returns. Several Board members noted that the Portage Community Center application was difficult to review this year due to the "see attachment" sections and that the Catholic Charities application contained so much information that it was difficult to extract information to answer the evaluation criteria questions. The Board felt this affected the scores since it was challenging to isolate the correct data. After further discussion, the Board felt that the average ranking was appropriate (LaPoint indicated that throwing out the lowest score for each application did not affect the average ranking). Further discussion occurred regarding Gryphon Place and the negative impact the lack of a presentation had on supplementing their application. While a presentation is not required, the presentations highlight effective agency activities and further educate the Board on activities specifically funded by the human service grant. It was suggested that Gryphon Place be given an opportunity to make a presentation after the new Director takes office. Woodin moved and Haven supported accepting the average Board ranking as presented in the agenda. The ranking from highest to lowest average was: Portage Community Center, Catholic Charities, YWCA, Housing Resources, Inc., Gryphon Place, Goodwill Industries, and Community Homeworks. Motion passed, 6-0 (Mirza left the meeting prior to this vote).

Following the vote, additional discussion occurred regarding the Community Homeworks application and the pending suggested funding amounts to be determined at the February 6th meeting. LaPoint moved and Morgan supported a motion that the Community Homeworks application did not address a specific human service need and would be excluded from funding. Motion passed 6-0. The Board expressed an interest in Community Homeworks building a relationship with city staff to coordinate efforts on housing repair activities.

Staff indicated a memo would be included in the next agenda with staff funding recommendation and that the Board would prepare their own recommendation for the remaining six General Fund applicants and one CDBG applicant and vote on funding amounts at the next meeting.

STATEMENT OF CITIZENS: None.

ADJOURNMENT: There being no further business before the Board, Woodin moved and Durian supported adjourning the meeting. Motion passed 6-0. Meeting was adjourned at 8:07 p.m.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist