

## **CITY OF PORTAGE HUMAN SERVICES BOARD**

Minutes of Meeting August 6, 2015

**CALL TO ORDER:** 6:30 p.m.

**MEMBERS PRESENT:** Diane Durian, Effie Kokkinos, Ray LaPoint, Elma (Pat) Maye, Edward Morgan, Sandra Sheppard, Amanda Woodin.

**MEMBERS EXCUSED:** Nadeem Mirza.

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

**APPROVAL OF MINUTES:** Morgan moved and Durian supported approval of the April 2, 2015 minutes. Motion passed 6-0 (Maye and LaPoint arrived after vote).

### **OLD BUSINESS**

1. Human/Public Service Application/Process Review update: Sheppard gave an overview of the discussion on the application form, review forms, and application process that had been discussed by LaPoint, Woodin, city staff member Money, and herself at a May meeting including streamlining the application, questioning some of the criteria (such as points awarded for use of volunteers), and how to better evaluate new organization who apply and are competing against established applicants. New applicants were discussed and Money informed the Board that the funds awarded to the Kalamazoo Anti-Human Trafficking Coalition (KAHTC) were not dispersed because they could not provide the insurance coverage that is required of all recipients. KAHTC was grateful for the opportunity but not in a position to acquire the insurance needed. The Board discussed the impact of carrying such insurance by start-up organizations and that several organizations who had previously applied (but weren't awarded funds) may have had the same difficulty. Woodin indicated such insurance requirements were typical and that perhaps more prominent wording on the grant application could prevent a future problem as new organizations may not realize the upfront cost involved.

### **NEW BUSINESS:**

1. The Salvation Army of Kalamazoo presentation: Tim Summers and Keith Welch were present from The Salvation Army to provide the Board with information about services and programs available through their organization. Programs highlighted included: emergency utility assistance, Pathway of Hope, food pantry, holiday assistance, blood drives, and Little Pine Island Youth Camp. The Salvation Army is a tier 1 utility assistance organization and 129 Portage residents have received assistance in 2015. The Board inquired about the Pathways of Hope mentoring program and disaster relief efforts. It was stated that the Salvation Army works with other disaster relief organizations to not duplicate efforts and that they primarily provide support for the emergency personnel and other organizations (such as the National Guard) that are already on site by providing things like fresh water. Sheppard thanked Summers and Welch for their information and for all the work they do in Portage and throughout the county.

2. Resignation of Board Member Shawn Havens: the Board indicated that they were sorry to see Havens resign as he was a valued member of the Board. Woodin moved and Durian supported accepting the resignation of Shawn Havens. Motion passed 8-0.
3. Kalamazoo Transit Authority LAC Update – Maye: Maye indicated that she had nothing new to report other than the recent millage to expand bus service passed.

**ADJOURNMENT**: Maye moved and Woodin supported adjournment of the meeting at 7:25. Motion passed 8-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

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