

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting September 1, 2016

CALL TO ORDER: 6:33 p.m.

MEMBERS PRESENT: Diane Durian (aye), Effie Kokkinos (aye), Ray LaPoint (absent) Elma (Pat) Maye (excused), Nadeem Mirza (aye), Edward Morgan (aye), Sandra Sheppard (absent), Fiorella Spalvieri (arrived 7:15), Amanda Woodin (aye), Lindy Nebiolo (absent), Youth Representative. Kokkinos moved and Morgan supported excusing Maye. Motion passed 5-0.

MEMBERS EXCUSED: Elma (Pat) Maye.

MEMBERS ABSENT: Ray LaPoint, Sandra Sheppard

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

CITIZENS PRESENT: Zachary Crocker, Mattawan High School student (left before 7:00)

APPROVAL OF MINUTES: Kokkinos moved and Morgan supported approval of the June 2, 2016 minutes. Motion passed 5-0.

PUBLIC HEARING:

1. **FY 2015-16 CDBG Consolidated Annual Performance Evaluation Report (CAPER) – Public Hearing:** Chair Woodin opened the public hearing. Staff provided a summary of the contents of the CAPER document, including an overview of Community Development Block Grant (CDBG) Program performance, activities, and where funding was allocated for FY 2015-16. Durian asked about private funding sources. Money responded that she would confirm all sources and let the Board know. Several Board members inquired about the housing projects, the overall numbers, and average amounts. Money indicated that fewer projects were completed than projected, but that the average cost per project cost was higher than in prior years. Money stated that including window replacement in the program this past year contributed to the higher average cost. Woodin questioned the funds used for the demolition project. Money indicated that the property owners had passed, no one had taken responsibility for the property, the property was an attractive nuisance, the city had already taken enforcement action, and that, due to nonpayment of taxes, Kalamazoo County had subsequently foreclosed on the property. The neighborhood was low-income and while the city did not typically use CDBG funds for demolition work, it was a blight on the neighborhood and removal of the structure was warranted. Mirza moved and Kokkinos supported acknowledgement of the report as presented and that there were no further questions or comments. Motion passed 5-0. The public hearing was closed.

NEW BUSINESS:

1. **Human Service Grant, Small Work Group Update:** Chair Woodin opened the discussion by reviewing the memo and materials provided in the agenda including a summary of the activities that took place over the summer, the suggestions from City Council, and the proposed updates as suggested by the small group. The Board agreed with all the suggested changes, including recommending to City Council that additional funds be provided, but a lengthy discussion was had regarding the presentations given by applicants each year. Several Board members felt the

presentations were essential to the application process and integral to helping the Board more fully understand the organization requesting funds. Other Board members felt that the presentations created bias and that opinions on the quality of the presentations or an organizations decision not to present (as it is not required) influenced Board members. When asked what other organizations do, Money indicated that she had researched a few other grant processes and it seemed that either the applications were less detailed and formal interviews were required or the applications were more detailed and presentations or interviews were not done. She then indicated that the city's application was very thorough and provided all the information needed to review and score the organization. Morgan suggested discussing the presentations again at the October meeting when more Board members would be present to weigh in the discussion. Woodin stated they would need to come to an agreement at the next meeting so that a memo could be prepared and given to City Council on their proposed changes for the October 18th meeting.

2. Red Ribbon Week, Small Work Group Update: Woodin indicated that the small group had met in August and the Nebiolo, Maye, and herself had all agreed to contact various school officials to recruit students to participate. As Nebiolo and Maye were not present, she indicated that she had a few students already interested and further updates will be provided at the October meeting.
3. Kalamazoo Transit Authority LAC update - Maye: As Maye was not present, no update was provided.

STATEMENT OF CITIZENS:

ADJOURNMENT: Mirza moved and Spalvieri supported adjournment of the meeting at 8:10. Motion passed 6-0.

Respectfully Submitted,

Elizabeth Money, Neighborhood Program Specialist

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