

COMMUNITY DEVELOPMENT ACT ADVISORY COMMITTEE  
(CDAAC)  
October 9, 2008  
*NOTES*

**Development Center  
445 W. Michigan Ave., Suite 101  
Kalamazoo, MI 49007**

Members Present: Shirley Coleman, Chair; Mildred Smith, Vice Chair; David Bills;  
Charley Coss; David Kinsey

Members Excused: Buddy Hannah

Members Absent: Wade Allen; Mike Bracy; Trent Hines; Kris Kronlein; Steve  
Chervenak

Guests: None

City Staff: David Thomas, Neighborhood Development Supervisor;  
Jackie Petto, Recording Secretary

**QUORUM:**

Quorum for the October 9, 2008 meeting was not met. What follows are notes from that meeting.

**CALL TO ORDER:**

Ms. Coleman called the meeting to order at 6:40 p.m.

**AGENDA (October 9, 2008):**

**Mr. Coss, supported by Mr. Kinsey, voiced approval of the October 9, 2008 CDAAC agenda as submitted. There was a unanimous consensus.**

**APPROVAL OF MINUTES (September 11, 2008)**

Mr. Coss advised two minor changes in the minutes on page four, paragraphs four and five. He suggested aspects of these paragraphs be changed to read in past tense, as there is no current activity associated with the group mentioned, and to indicate that it was a group plan, not his alone. These changes were made to the September 11, 2008 minutes.

**Mr. Kinsey, supported by Mr. Coss, then voiced approval of the September 11, 2008 CDAAC minutes as amended. There was a unanimous consensus. Final approval of the minutes will require a quorum, so the minutes of September 11, 2008 will be brought up again during the November 13, 2008 meeting.**

## **CITIZEN COMMENTS ON NON-AGENDA ITEMS**

Mr. Coss wished Mr. Kinsey luck in the upcoming election, as he is running for City Clerk.

## **COMMUNICATIONS/MEMBERS' REPORTS**

### **GRYPHON PLACE – EMERGENCY SERVICES**

Mr. Bills described his follow-up on how Gryphon Place and other assistance resources obtain and provide funding and services. He advised that he had informed Mr. Thomas on the following talking points:

- Clearing houses for grants and other funding sources
- Gap funding
- Networks of agencies, organizations, companies with common objectives
- Proactive programs to help the community through severe winter conditions

Mr. Bills' objective was to find out which organizations provide particular services (including emergency heating, sanitation, transportation, communication, food, shelter, and companionship) and how those services receive funding. He then provided a handout summarizing his findings.

The Michigan Department of Human Services (DHS), Gryphon Place, United Way and the Salvation Army are some of the members of an Emergency System Network, a system of primary service providers designed to bring other providers together so they can pool and organize information, as well as forward community members through to the proper channels for emergency services. He explained the gatekeeper of this system is DHS; they keep track of applicants and what services they are in need of or receiving. The Emergency System Network also aims to capture all available funding resources in order to expand coverage and services, as well as branch out into more secondary sources. They have been setting aside funds in an endowment with the Kalamazoo Foundation to be used to fill the gap when funding runs short. Mr. Bills finally explained that they are also working towards improving funding from secondary providers (i.e. churches, fellowships) to help meet emergency needs.

One problem with this system is that sometimes people seeking assistance begin with a secondary provider and are not routed to the beginning of the system. As a result, they can become lost in the system or double funded. The Emergency System Network is attempting to strengthen organization and communication efforts to limit this problem. Mr. Bills advised one of the systems already in place that attempts this is a state-wide database that includes applicant names and sources of funding. Mr. Kinsey inquired as to whether or not an assisting organization pays money to be part of the database. Mr. Bills

stated he will continue following up to find more information regarding that as well as how to increase funding for the Emergency System Network.

Finally, Mr. Bills discussed the 2-1-1 Emergency Services Guide produced by Gryphon Place and United Way. This guide shows which providers are used and in what circumstances by way of a flowchart. He stated he was under the impression that someone needing service is first introduced to 2-1-1, logged into the system, and then directed to the appropriate resource(s). The problem, as indicated above, is that this system sometimes breaks down. Additionally, DHS has to approve which programs are being used in the first place, creating a hurdle for would-be providers. Ms. Coleman asked if this database was for the entire state. Mr. Bills stated it is. He stated the Kalamazoo location encompasses the entire County.

Ms. Smith provided background information, stating these organizations were duplicating services about ten years ago, and then came together to form the Emergency Services Network to facilitate services. She stated if you are denied service from the primary providers, you are then free to seek service from another organization.

Mr. Coss commented that Calhoun County has a 2-1-1 service in place as well, wherein applicants are logged and tracked. He observed it to be a clear channel between the agencies and the nonprofit organizations, a good example of that type of system. He stated he would get in touch with them for further inquiry.

Mr. Coss also commented that all the neighborhood associations should have training on 2-1-1 or become aware of its services. He inquired if they would have to be logged into 2-1-1 as a resource. Mr. Bills expressed if the neighborhood associations at least knew about 2-1-1, that itself would be helpful.

## **OLD BUSINESS**

### **EMERGENCY SHELTER GRANTS UPDATE**

Mr. Thomas has received final correspondence from Jeanette Harris of the U.S. Department of Housing and Urban Development (HUD) regarding the Gospel Mission's usage of ESG funding. In her letter, Ms. Harris stated that faith-based organizations such as the Gospel Mission retain exemption from the federal prohibition on employment discrimination on the basis of religion under ESG funding. This "allows the organization to hire employees on the basis of religion, including positions funded in whole or part by ESG funds." Mr. Thomas stated that therefore, the Gospel Mission has been asked to begin processing their first request for payment.

### **NEIGHBORHOOD NEWSLETTER ARTICLE - 2-1-1 HELP LINE**

Mr. Thomas provided copies of an article he created regarding the 2-1-1 HELP line. This article, written on behalf of Ms. Coleman and CDAAC, states that the 2-1-1 HELP line

is available 24-hours a day, seven days a week, for furnace issues, utility bills, community resources, and an array of other issues. The article indicates the help line is confidential and free. This article has been submitted to several neighborhood associations which stated they would run the article in their newsletters. Ms. Coleman approved of the article.

## **NEW BUSINESS**

### **2009 CITY COMMISSION INITIATIVE FUNDING UPDATE**

Mr. Thomas passed out a timeline for Initiative Funding. He stated many of the organizations CDAAC works with will possibly apply for the Initiative grant funding. Mr. Coss asked if there was a minimum request level required. Mr. Thomas stated there doesn't appear to be any major changes since the year prior, indicating a minimum funding level would probably be between \$3,000 and \$10,000. He stated that the City will send out applications to CDAAC members on or around October 24, 2008, after the applications are due to the City. Mr. Thomas then stated that last year, the focus was on youth-related organizations and activities. CDAAC will review these applications for recommendation during the November 13, 2008 regular meeting.

### **PY 2009 CDBG PRE-SUBMISSION TRAINING WORKSHOP**

Mr. Thomas hosted a CDBG Presubmission Training Workshop today. This session was offered for potential applicants to the CDBG program to provide them with background information regarding CDBG itself, funding levels, eligible activities that CDBG can fund, and federal requirements. Application packets were available at the meeting and Mr. Thomas passed out copies of this application to CDAAC members for reference. 21 attendees representing 19 agencies were present at the training workshop. The deadline for CDBG applications is Monday, November 24, 2008.

## **CITIZEN COMMENTS**

Mr. Kinsey stated that a meeting regarding land banks is to be held Tuesday, October 14, 2008 at the County building. Ms. Smith, representing the Northside Association for Community Development, was aware that tax reversion paperwork was underway in which properties are bundled for sale in hopes of them being used for green space or for children's playground space.

(Ms. Coleman excuses Mr. Bills at 7:15pm.)

Mr. Thomas then commented that Congress recently released 49 billion dollars to HUD for economic stimulus recovery, giving HUD 60 days to allocate the funding. He stated on September 29, 2008, there was an announcement of how HUD would allocate this money using formulas that include level of abandoned and vacant homes, number of subprime mortgages, number of pending foreclosures, etc. Mr. Thomas stated that

Kalamazoo did not meet the minimum requirements for obtaining direct assistance; however, the state of Michigan was awarded 98 million to be used in the upcoming months. Land banking costs, demolitions, financing packages, and redevelopment may be paid for with this funding. It is not for foreclosure prevention, but for mitigating the results of foreclosures. The City is waiting to hear from the Michigan State Housing Development Authority (MSHDA) regarding the allocation and usage of those funds.

To further understand the scope of this funding, Mr. Thomas compared different cities and funding they are to receive. He stated that last year, Detroit received 38 million dollars in CDBG funding. They will receive an additional 47 million of the new funding. In contrast, Canton Township received \$358,000 last year in CDBG funds but will now receive 2 million dollars more. This influx of huge new funding may raise questions of capacity to administer them effectively.

Mr. Thomas stated the City of Kalamazoo has not been informed of how to apply for this funding, but he knows that MSHDA has to advise HUD on how it intends to utilize the funds by December 1, 2008 by amending their Annual Action Plan. Mr. Thomas said he would keep CDAAC posted of any news regarding this.

Mr. Coss asked if remaining money (if any) from a city can be rolled up for usage by the state. Mr. Thomas responded that it could. The state can also determine that more funds are needed for a particular municipality, and even if that municipality received a direct allocation from HUD, they could receive additional funding from the state. He also added that administration itself uses about 10% of costs.

The conversation then shifted to the issue of quorum. Ms. Coleman stated she will call the City Commission regarding having the Bylaws of CDAAC changed so that some business can be formally conducted even if quorum is not achieved. She and Mr. Thomas will be following up on this idea.

### **ADJOURNMENT**

**Mr. Coss, supported by Ms. Smith, moved to adjourn the CDAAC meeting. With a voice vote, the motion carried unanimously.**

Ms. Coleman adjourned the meeting at 7:25 pm.

Submitted by: \_\_\_\_\_ Dated: \_\_\_\_\_  
(Recording Secretary)

Reviewed by: \_\_\_\_\_ Dated: \_\_\_\_\_  
(Staff Liaison)

Approved by: \_\_\_\_\_ Dated: \_\_\_\_\_