

Shared Prosperity Kalamazoo (SPK) Organizing Committee

January 6, 2020

*Minutes*

Community Room, City Hall  
241 West South Street

**Members Present:** Kym Hollars, Ben Damerow, Sholanna Lewis, Cykeia Lee, Patrese Griffin, Tim Ready, Bobby Hopewell, Brenda Hughes (late)

**City Staff:** Kevin Ford, Shared Prosperity Kalamazoo Coordinator; Jennifer Gutierrez, Community Investment Secretary, Laura Lam, Assistant City Manager;

**Members Absent:** Carol McGlenn, Don Cooney

**Guests:** Jessica Mancino, Director of Life Guides Program; Venessa Collins – Smith; City of Kalamazoo, Community Development Coordinator

**Call to Order**

Mr. Hopewell called the meeting to order at approximately 12:34 p.m.

**Roll Call**

Mr. Ford conducted roll call of the organizing committee and determined quorum existed

**Approval of Absences**

**Mr. Ready supported by Ms. Lee – moved to approve the Absences. A voice vote was taken, and the motion passed.**

**Approval of (regular/special) minutes of the last meeting**

- November 2019 Minutes

**Mr. Damerow supported by Ms. Griffin – moved to approve November 4, 2019 minutes. A voice vote was taken and the motion passed.**

**Approval of Agenda**

Mr. Ford requested to move item 7B to item 6C on the agenda

**Mr. Hopewell asked the members if there were any objections for the January 6, 2019 agenda. Seeing no objection, a consensus had been reached. No formal motion was made at that time.**

**Reports of Officers, Boards and Committees**

- **SPK Organizing Committee Retreat Update**

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Mr. Ford informed the committee that a small group met twice to discuss and plan a date and time for the SPK retreat meeting. Mr. Ford mentioned that part of the agenda for the SPK retreat is to review what the SPK committee agreed to accomplish and what has been completed and what is still being worked on.

Mr. Ford also informed the committee that he is also looking for a facilitator for the SPK meeting. He has spoken with a recommended individual but does not believe he will be able to make it. Mr. Ford asked the committee that if they have any other recommendations to inform him.

Mr. Ford informed the committee that the SPK Retreat Meeting will be on March 2, 2020 from 8:30 am to 12:30pm

**New Business**

• **Organizing Committee Framework**

Mr. Ford informed the committee that he has received numerous inquiries from community members regarding how they can participate with the SPK Committee. He mentioned that there is a contact information for the SPK Committee on the city website and would like to come up with ideas for them to be more involved with the SPK Committee and its mission.

Mr. Ford handed out a copy of a Framework outline for the committee to review, and the committee began discussing their thoughts and ideas on the document. The document outlined what the SPK Committee is and the role and responsibilities of the committee as well as its mission.

There was discussion regarding adding specifications as to the role of the goal team and the different goal team groups since they are involved with SPK and its mission for the communities.

Mr. Hopewell discussed that with the retreat being on March 2, 2020, that should be the target date to handle what issues that there are with the goal teams.

Mr. Damerow also suggested that under the leadership section of the framework, that there should be a bullet point stating committee members share with the goal teams.

Ms. Lewis questioned if they are using the framework to recruit individuals. Mr. Ford responded that it could also be used as a recruiting tool for the committee, as well as an informative guide of the committee.

**Ms. Griffin supported by Mr. Damerow motioned to approve the Framework Document contingent on the agreed changes. A voice vote was taken, and the motion passed.**

- **Learning Series**

Mr. Ford presented a YouTube video called Peter Senge – Navigating Web of Interdependence. The video discussed the different interpretation for **Systems Thinking**, it explains how individuals use it in their day to day life style and routine.

Mr. Ford introduced Ms. Jessica Mancino to the committee. Ms. Mancino is the Director of Life Guides Program at Goodwill. She explained the purpose for the Life Guide Program and the requirements to be in the program. It is a poverty program that gives families tools and life skills to improve their life and get out of poverty, such assisting with housing and employment. You must have a child between the ages of 0 – 3 years old. The Program is also a 20-year commitment to families in the program.

Ms. Mancino mentioned that she currently has 132 families in the program and has 16 openings still. Their goal is to get to 148 families enrolled in the program. Ms. Mancino continued explaining minor details of the program.

- **OC Bylaws**

Mr. Ford presented a copy of a drafted by – law for SPK and began discussing minor details of the document with the committee. The document will need to be voted on and then approved with the city commission.

The committee began discussing their thoughts and concerns on the document. The committee discussed the requirements for SPK memberships and agreed to change the phrasing of the number of members, to the majority of its members shall be comprised of city residents and community stakeholders related to SPK.

The committee discussed the section in the by – laws regarding committee structure and membership length of term. The committee agreed to make the membership term for the SPK members one year.

**Mr. Damerow supported by Ms. Lee motioned to approve the SPK Bylaws with the amended changes. A voice vote was taken, and the motion passed.**

**Unfinished Business (unfinished or pending matters)**

- **SPK/HUD Integration**

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Mr. Ford informed the committee regarding the possibility of integrating with the CDAAC committee (Community Development Act Advisory Committee). Mr. Ford introduced Ms. Vanessa Collins – Smith to the committee to explain the focus and mission of CDAAC.

Ms. Collins – Smith explained CDAAC’s involvement with the funds received from HUD. CDAAC sets aside a certain amount of available funds between CDBG and HOME for community repair projects.

The committee agreed that at the retreat they will discuss more details regarding the possible transition of integrating SPK and CDAAC.

Ms. Lam explained some of the reasons why there is a possibility of integrating SPK and CDAAC, which is due to the fact they both are doing similar work for the communities. Ms. Lam explained there are still details that need to be discussed between the city commission before any other information can be disclosed.

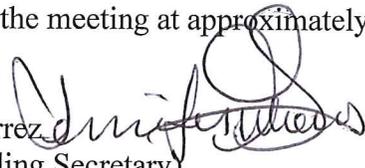
**Miscellaneous**

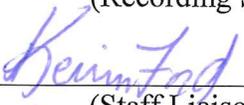
**Public Comments - General**

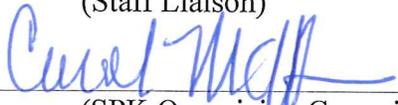
None Responded

**Adjournment**

Ms. Griffin adjourned the meeting at approximately 1:58 pm

Submitted by: Jennifer Gutierrez  Dated: 2.3.2020  
(Recording Secretary)

Reviewed by: Kevin Ford  Dated: 02-03-20  
(Staff Liaison)

Approved by: Carol Meff  Dated: 02-3-2020  
(SPK Organizing Committee Chair/Vice Chair)