

City of Lansing Human Relations & Community Services Advisory Board

Date of Meeting: Tuesday, September 27, 2022
Time of Meeting: 5:30 PM – 7:00 PM
Place of Meeting: Foster Community Center
200 N. Foster Avenue, Room 211
Lansing, MI 48912

~ Agenda ~

- I. Call to Order.....Ronald Embry, Chair
- II. Roll Call.....Josephine Washington
Secretary
- III. Approval of Agenda.....Receive Motion
- IV. Approval of Minutes from August 23, 2022Receive Motion
- V. Public Comment.....Chair Embry
- VI. Director's ReportKimberly Coleman
 - a) Wisehive Grant Software
 - b) Community Forum and Grant Schedule
- VII. CommunicationsChair Embry
 - a) Resignation of Charla Burnett
- VIII. Old Business
 - a) Letter to Eastside Community Action CenterFrank Lee
 - b) Formulate HRCS CommitteesChair Embry
- IX. New Business
 - a) Change Date for October MeetingChair Embry
 - b) HRCS Advisory Board 2023 Meeting Schedule.....Chair Embry
- X. Adjournment

***HRCS Advisory Board Members:** Paul Dripchak, LMSW (4th Ward), Ronald Embry (2nd Ward), Frank Lee, (MA), Josephine Washington (1st Ward), Versey Williams (3rd Ward), 3 MAL Seats Open

HRCS Staff: Kimberly A. Coleman, Director, Renee Morgan Freeman, and Willard Walker

HRCS ADVISORY BOARD PROPOSED 2023 MEETING SCHEDULE (Being Requested by City Clerk's Office)
4th Tuesday of Each Month

January 24, 2023

February 28, 2023

March 28, 2023

April 25, 2023

May 23, 2023

June 27, 2023

July 25, 2023

August 22, 2023

September 26, 2023

October 24, 2023

November 28, 2023

December 2023 – No meeting



City of Lansing HRCS Advisory Board Meeting Summary
Tuesday, August 23, 2022
5:30 p.m. - 7:00 p.m.
Foster Community Center – Room 211
200 N. Foster, Lansing, MI 48912

Attendance: Paul Dripchak, Ron Embry, Frank Lee, Jody Washington, and Versey Williams

Staff: Kimberly A. Coleman, Renee Morgan Freeman, and Willard Walker.

Guest: Mary Bowen, OCA

Absent: Charla Burnett

The meeting was called to order at 5:35 p.m. by Chair Ron Embry.

Secretary J. Washington conducted Roll Call. A quorum of five members was established.

V. Williams moved to approve the agenda as presented. Seconded by J. Washington. Motion passed unanimously.

J. Washington moved to forego the reading of the July 26, 2022 Meeting Summary, which was advanced. Seconded by P. Dripchak. Motion passed unanimously.

There was no public comment.

Director Coleman reported that HRCS met with the business community to discuss the prevalence of homeless persons on Michigan Avenue around the City Rescue Mission (CRM) and the bus stop located in front of the Capital City Market. They are seeking a place to charge their electronics during the times the CRM is closed. The CRM will review their policies and procedures to see if there is any action they can take to reduce the presence of persons in the area. They will also be monitored more frequently. The business community is willing to contribute towards a resolution as they are extremely concerned with visitors and patrons of Capital City Market being approached by homeless persons.

HRCS has planned a number of events: 4th Annual Coat Drive (September 12th to October 31st), Hunger and Homeless Awareness Community Connect (November 16th). This event was held last year at the Don Johnson Fieldhouse. Unfortunately, it was not well received by those who it was designed for. This year HRCS is considering the CATA Bus Station and the former YMCA to be within the downtown vicinity. HRCS will host Adopt-A-Family for Christmas. There was discussion. J. Washington and V. Williams will coordinate an Adopt-A-Nursing Home for Seniors as their holiday outreach.

Director Coleman provided information about the upcoming grant process timelines. The goal is to work towards a December 31st date for agencies to submit their grant applications. This would allow HRCS Advisory Board members to receive materials earlier with more time to score prior to the March due date to the Mayor. The Virtual Community Forum is scheduled for November 17th. Notifications of the forum will be to current and past agencies, inquiries and a posting to our website. Agency training is anticipated between November and December. The advisory board has to make a decision with regard to how they wish to score. Grant applications will be divided among contract managers for review and internal scoring. HRCS is

currently in the process of vetting three software organizations (Wizehive, SlideRoom and Laserfiche) to develop a streamlined and electronic process with a dashboard portal to replace manual reporting. Wizehive is the preferred choice, which is the most costly but is more expansive in its offerings. Working with a software organization will make the grant process more professional and easier. HRCS is hoping to have a dry run in October with implementation following. If this is not feasible, the process will be implemented for the next grant process cycle.

There was no communications report.

Chair Embry reported that potential advisory board members are being vetted and sought the consensus of the board to delay committee assignments until there is a full board. It is hoped that the vetting process will be completed by September or October. This proposal was acceptable to the board.

F. Lee reported that he and Chairperson Embry met with Rev. Dr. Parker to gather information and receive details as it related to the correspondence stating concerns about the roadblocks and hurdles encountered with the sale of Lansing Housing Commission property. Rev. Parker directed them to Derrick Knox to receive additional insight. A meeting with Mr. Knox has been scheduled for Friday, August 29th. Mr. Lee indicated that they are trying to work on this matter as methodical as they can. J. Washington mentioned that she and others have also met with Rep. Slokin in this regard. Director Coleman mentioned that HUD is also involved.

Due to the absence of C. Burnett, the agenda item of HRCS Grants was tabled until the next meeting.

V. Williams moved that the meeting be adjourned. C. Burnett seconded it. The meeting was adjourned at 6:14 p.m.

Final/082922/rmf/kac

From: Charla Burnett <charlaburnett89@gmail.com>

Date: September 2, 2022 at 5:06:32 PM EDT

To: "Coleman, Kim" <Kim.Coleman@lansingmi.gov>, rtembry@hotmail.com, City Council <City.Council@lansingmi.gov>

Subject: [EXTERNAL] Resignation to the HRCS Advisory Board

Dear Ronald Embry,

It's with a heavy heart that I submit my resignation as an HRCS Advisory Board Member. I'm doing this because I truly feel that this is not the best use of my time because it will not result in any real or tangible benefit to the city.

I believe this because of the interactions that I've had so far with the HRCS Department. It has shown to have little alignment with our Charter and statement of purpose which first attracted me to the role.

I believe this because there are no complaints that we can receive or are shared with us. When we finally did receive a complaint, the HRCS wanted to just file it away instead of allowing us to investigate the issue. When we requested more information about what our purpose was, we were told that our only real purpose was to review and grade the HRCS Grant.

Prior to reviewing the grant applications, Jody Washington, our fellow advisor, had went to see the programs that had been funded previously. She received some complaints about the process and discussed with some individuals about the city creating a stronger board to ensure that the same organizations were not always getting the grants despite no proof of impact. She was reprimanded and given a stern talking to by the Mayor. She was made to feel intimidated by both the Mayor and Director Coleman.

When we did grade the HRCS grants, we were not given the governance documents associated with the applications, and thus, we couldn't study any bias or conflicts of interest (which is our purpose). After we submitted our rubrics and grades, it became clear that a number of the repeat applicants hadn't even bothered to complete the application but were still awarded money anyways.

When we asked about this issue, we were told it must have been a clerical oversight and that they would talk to the organizations about it before the next award round. They still received money. We requested a copy of how the HRCS staff and the Mayor graded the applications and were denied access to the information.

Since then, I've received complaints from three organizations about the distribution of grants. Opportunity Knox had been contacted and told that they would be awarded \$50k and then two weeks later received a phone call that they were only getting \$20K. They withdrew their application. Where did this money go? The Board of Advisors was never informed of any changes made to the grants. The Fledge Foundation and the Umoja House have not received their funding even after a number of requests for more information.

The Umoja have been ignored and given no explanation as to why except that there's an investigation to a conflict of interest. Both the Umoja House and The Fledge Foundation have been conducting a study on the LHC scattered sale and feel that they have been retaliated against for going against the directive of the City Mayor and the HRCS Department.

In addition to the issues pertaining to the HRCS Grant, I have watched as Director Coleman has ignored several motions passed by the Advisory Board and has refused to support us in our mandate. She's been combative and openly hostile towards members of the group in ways that are greatly unproductive when asked for an explanation.

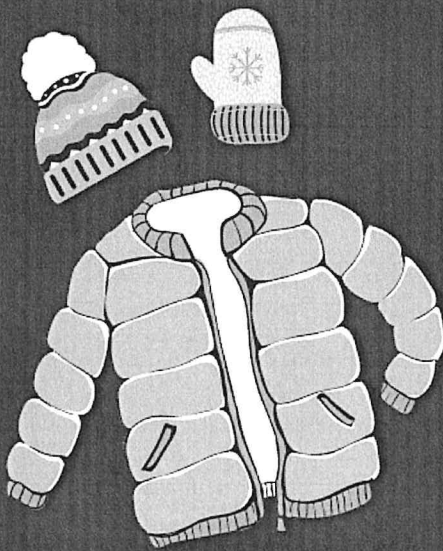
As a result, I do not think this is the medium for which I can help the City's goals or the individuals who are most at risk in the city. If the currently leadership changes, I would be interested in returning to the HRCS Advisory Board. Until then, I don't see this board as having any real purpose or ability to implement its Charter.

Sincerely,
Charla M. Burnett, Ph.D.

SEPTEMBER 12 - OCTOBER 31, 2022

CITY OF LANSING

4TH ANNUAL COAT DRIVE



HELP OTHERS STAY WARM THIS SEASON

DONATE NEW OR GENTLY USED COATS FOR WOMEN
AND MEN. HATS AND GLOVES ARE ALSO ACCEPTED.

DROP-OFF LOCATION:

CITY HALL, 124 W MICHIGAN AVENUE

LEARN MORE BY VISITING:

LANSINGMI.GOV/COMMUNITY

OR BY CALLING **517-483-4477**

COATS WILL BE GIVEN AWAY AT THE COMMUNITY CONNECT EVENT ON:
WEDNESDAY, NOVEMBER 16, 2022, 10:00 AM – 2:00 PM



 **HolyCrossServices**



Andy Schor, Mayor

HOSTED BY THE HUMAN RELATIONS
& COMMUNITY SERVICES DEPARTMENT



**COMMUNITY
CONNECT**

Maurer's
YOUR IMAGE PARTNER
"It Pays To Keep Clean"



COMMUNITY CONNECT

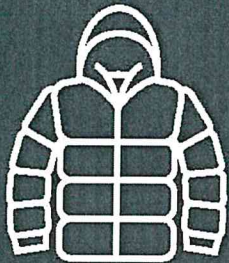
HUNGER & HOMELESSNESS AWARENESS WEEK

SAVE THE DATE: WEDNESDAY, NOVEMBER 16, 2022

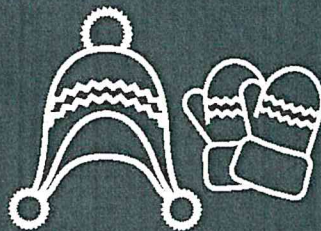
11:00 A.M. — 2:00 P.M.

CATA Downtown Transportation Center—420 South Grand, Lansing, MI

COATS



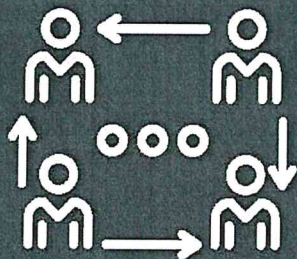
HATS & GLOVES



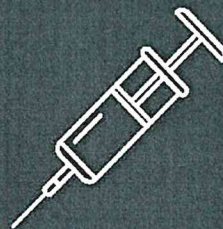
PERSONAL ITEMS



AGENCY RESOURCES



FLU SHOTS



- **WALK THROUGH SERVICES ONLY**
- **MASKS RECOMMENDED**



Andy Schor, Mayor

CITY OF LANSING

HUMAN RELATIONS & COMMUNITY
SERVICES DEPARTMENT

Kimberly A. Coleman, Director | 517-483-4477

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