



MINUTES
Committee of the Whole
Monday, November 27, 2023 @ 5:30 p.m.
Tony Benavides Lansing City Council Chambers

CALL TO ORDER

Council President Wood called the meeting to order at 5:30 p.m.

PRESENT

Council Member Carol Wood
Council Member Jeremy Garza
Councilmember Adam Hussain
Councilmember Peter Spadafore- excused
Councilmember Patricia Spitzley
Councilmember Brian T. Jackson
Councilmember Jeffrey Brown
Councilmember Ryan Kost

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Matt Staples, City Attorney
Lisa Hagen-Lawrence, City Attorney
Emily Linden, Internal Auditor
Loretta Stanaway
Mark Lawrence, Mayor's office – arrived at 5:32 p.m.

Minutes

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES FROM NOVEMBER 13, 2023 AS PRESENTED. MOTION CARRIED 7-0.

Public Comment

No public comment.

Presentations

Internal Auditor Reporting on HRCS Grant Awards and Reporting

Ms. Linden went through her report on the HRCS audit on contracts for last fiscal year. This is just an audit of the contracts and not the entire department. The scope was 9/2023 to 11/2023, scoring rubrics, training documents, contracts, and reporting documents. All FY2023 contracts were reviewed, scoring instructions were reviewed, the in-person training was provided to Board members before scoring. The HRCS is currently reviewing and revising the policies. It was noted that some agencies did not have 4th quarter reports because if they expended their funds before the quarter they did not have to report, but that has been revised to require a 4th quarter reporting. As part of the review, it was found that work was performed but the quantitative reporting was not submitted, and HRCS stated that quantitative goals are hard to do ahead of time. It was recommended that there should be consequences if reporting is not met, and additional auditing will be done in the future.

Council Member Spitzley asked Ms. Linden on the objectives, and asked what objectives they were not meeting, and were they not listed in the grant application. Ms. Linden the grant application will talk about the program idea, and the contract will outline what they will provide and once they get underway it is not an obtainable goal. It is best to work with the applicants to determine what is an appropriate goal. Council President Wood provided an example of the contracts; when an application goes through the applicant states their goal, then quarterly report what services they did provide that were part of their goal. As Ms. Linden stated, there needs to be better assistance provided so the applicants are clear on what goals they should set.

Council Member Brown noted that there are concerns that several agencies keep getting funds, and there are other agencies that are doing more services, those agencies are not getting funds. Of the 25% that are not meeting goals, has the department looked at evaluating who is a community partner, so to award those with best outcome.

Council Member Kost stepped away from the meeting at 5:40 p.m.

Council Member Brown asked what the recommendation for a change is to make sure that if they are not performing based on what the agreement was, how to hold those organizations accountable. Did they access the quality and level of customer interaction and customer services. Ms. Linden, regarding the qualitative reporting that has been met, so they are relying on them to self-report. As to changes that being made in the future, that would be up to the HRCS Department and they have been willing to work on some changes and already changed the required 4th quarter reporting.

Council Member Kost returned at 5:42 p.m.

Ms. Linden stated tonight the Council will get for referral the HRCS quarterly reporting.

Council Member Brown asked if the City is not doing their own evaluation but letting them self-reporting. Ms. Linden stated that as far as she knows, the City uses the quarterly reports from the organizations for their reporting.

Council Member Hussain asked if there were any issues, in terms of getting information or access, to do the audit. Ms. Linden stated there was no issues with receive information, she did get everything she asked for eventually. Council Member Hussain then asked of those not meeting quantitative expectations, if that was lack of reporting. Ms. Linden stated there is an effort in the community, but it appears to be unrealistic expectations at the beginning. Council Member Hussain asked if there is evidence the City uses reporting for scoring. Ms. Linden stated that lots of organizations that are under performing, they do provide the reporting to the Board when they make the decision on funding for the next year.

Council Member Garza asked if the organizations that did not meet, if they had the same issues in the earlier years. Ms. Linden stated she did look at them, and a lot were first time grantees and there could have been learning difficulties. Council Member Garza asked if the ones that this over the years have done, was there a discussion with HRCS on setting consequences. Ms. Linden stated she has had discussions, but at this time is not aware if they have something set.

Council Member Jackson referenced the report, and asked if there is any indication on how the scoring results and needs, funding proportionality, works towards the scoring by the Board. Ms. Linden stated she would have to do more analysis.

Council President Wood noted HRCS will be at Committee on 12/11/2023.

DISCUSSION/ACTION

RESOLUTION – Override Mayor Schor Veto of Resolution 2023-312

Council President Wood stated that based on additional information, this item is being pulled at this time.

DISCUSSION-Sole Source; Information Technology Department request for Dewpoint as the vendor for Information Technology Managed Services

Council President Wood asked where Mr. Mumby was. Mr. Lawrence stated he was not aware that Mr. Mumby was invited. Council President Wood confirmed Ms. Frayer informed her that Mr. Mumby was invited and would be here.

Due to no staff present, this item was moved to the December 11, 2023 Committee meeting.

OTHER

Council President Wood asked Mr. Lawrence for an update on the warming center at Letts and the press release that was done today.

Council Member Spitzley asked about Public Service and Code Enforcement working together on the bulk pick up. She has not seen a report and asked Mr. Lawrence for an update earlier, noting this is important to find the responsibility to the residents all opportunities.

Mr. Lawrence asked for clarification on what Council was looking for on the warming center. Council President Wood recapped the press release today. Mr. Lawrence stated he cannot speak to what occurred today with the warming center and the press release because it was not on the agenda and he was not prepared. Council President Wood asked for the information at Council later tonight, and Mr. Lawrence stated he could not verify he could provide any information. Council Member Spitzley asked Mr. Lawrence to get details and results on the fire suppression at Letts, which is lacking, and a fire code concern. She asked for an explanation on what happens in those situations.

No information was provided at this time.

Adjourn

The meeting adjourned at 5:55 p.m.

Respectfully Submitted by,

Sherrie Boak, Recording Secretary, Lansing City Council

Approved by the Committee December 11, 2023