City of Lansing HRCS Advisory Board Meeting Summary
Tuesday, June 25, 2024
5:30 p.m. – 7:00 p.m.
Foster Community Center
200 N. Foster Avenue
Lansing, MI 48912

Andy Schor, Mayor

Attendance: Paul Dripchak, Ron Embry, Sean Gehle, Melissa Horste, Frank Lee, and Dr. Thomas Woods, and Versey Williams
Staff: A'Keydra Abrams, Kimberly A. Coleman, Renee Morgan Freeman, Delvata Moses, Daniel Spencer, and Toni Young
Others: Joe Abood, OCA

This meeting was called to order at 5:38 p.m. by Chair Ron Embry.

R. Freeman conducted a roll call. A quorum was established.

S. Gehle moved to accept the agenda with and addition of General Discussion of Meals to New Business. Seconded by T. Woods. Motion carried.

T. Woods moved to accept the meeting minutes of April 4, 2024. Seconded by V. Williams. Motion carried.

There was no public comment or communication.

Director Coleman introduced HRCS new staff members, Daniel Spencer (Contract Manager) and A'Keydra Abrams (Commission Investigator). They each provided additional information about themselves and expressed their pleasure to be on the HRCS Team. Coleman shared information about the study on homelessness presented at the CoC meeting, which includes a kickoff meeting in December and a packaged report in January. Plans are moving forward to host another community conversation, perhaps during the summer. The community conversation will combine DEI and HRCS Advisory Boards. Objectives will focus on the homeless study and an update and input from the prior community conversation session. Resolution Conflict Services will be asked to facilitate. Consideration will be given to hosting the session in another ward. Director Coleman reported that the Warming Center at Letts largest attendance was 50 persons and costed $100.000. Persons were kept safe but there were some challenges. The community became more knowledgeable about the purpose of the Warming Center. A warming location for 75 persons is a work in progress with some concerns from the community input session being put in place. Communication has taken place with Holy Cross. The city has until July 1st to decide if the Holy Cross facility will be used for the unsheltered. The alternative is to move forward with the $800,000 for the build-out.

T. Young reported on the Racial Equity Fund Grant. Six HRCS Advisory Board members agreed to score the grant applications. Case statements and applicants were advanced to see if there were any conflicts among advisory board members. Staff and advisory board members will score 36 applications, with a number being assisted to each. The deadline to complete the scoring is July 19th. The DEI Advisory Board may be included in the scoring process in the future. Director Coleman mentioned that the 1.35% of the general grant funds are allocated to address the root causes of racism. She shared the background and history as to how this materialized. Subsequently HRCS pivoted with opening the $165,000 annual grant opportunity to the entire community instead of wards. T. Young presented brief explanations regarding some of the content within the grant documentation. HRCS is hoping to bring the Racial Equity Fund Grant process in line with the cycle of the General Fund scoring and allocations.

Attorney Abood reiterated that the advisory board makes recommendations of the of the number of grants to review to the HRCS Department. He further stated that the DEI Advisory Board can make a recommendation to amend the HRCS ordinance regarding the grant review and scoring process.

Deputy Director Moses reported on the HRCS Community Health & Wellness Fair scheduled for Thursday, August 1st from 10 a.m. to 2 p.m. on the State Capitol Lawn. She graciously shared the purposed and outlined the specifics. The fair will focus on Opioid Awareness and Prevention in addition to providing fun and informational services for the entire community. The Fair is being widely promoted to attract the community. Advisory Board members, Dr. Woods and Mr. Lee, are on the planning committee. They have been extremely involved and helpful.

Director Coleman encouraged members to attend the Parliamentarian Training on Thursday, Augst 25th from 4 p.m. to 7 p.m. at the Alfreda Schmidt Community Center. The training will provide an opportunity for in-depth learning of meeting policies and procedures based on Robert's Rules of Order.

Attorney Abood mentioned the pending Supreme Court decision regarding encampments and what's happening in Texas. The city must be prepared to move those who are homeless from parks, voluntarily and in-voluntarily. This opens room for abuse and lawsuits. The opinion may give the city a roadmap to clear encampments. However, this will not address the homeless situation. Criminalization is also a concern with parks enforcing the curfew. This opened the discussion of tent living and internal shelters.

Policy Committee Chair, M. Horste, moved that the HRCS Department Annual Report be accepted as the Committee's evaluation of the department. Seconded by S. Gehle. Motion carried.

There where no other committee reports.

S. Gehle moved that the HRCS Advisory Board accept the April 4, 2024 recommend changes to the Rules of Procedures amendments with changing shall to may (see attachment). Seconded by P. Dripchak. Motion carried.

Chair Embry shared that for the HRCS Advisory Board to continue receiving meals during the meeting, meals must be posted on the public announcement and available to all attendees. There was brief discussion in this regard.

The meeting was adjourned at 7:29 p.m.

072324/Draft to KC

HUMAN RELATIONS COMMUNITY AND SERVICES ADVISORY BOARD
RECOMMENDED RULES OF PROCEDURES AMENDMENTS
APRIL 4, 2024

VII. BOARD MEETINGS

Current Rule of Procedure:

Section 1: **Frequency:** There shall be monthly meetings of the Advisory Board and such additional meetings as the Board, in its discretion, may wish to hold. Meetings will be held at the 4th floor conference room, unless another designated location is selected, on the fourth Tuesday of each month. Notice of special meetings may be made by mail, e-mail or telephone to Board members in advance of such meetings, informing members of the purpose of the meeting. An annual schedule of meetings shall be filed with the City Clerk's Office, the City Council Office, and shall be posted in the City Hall Lobby and in the Human Relations and Community Services Department.

Recommended Amendment #1

Section 1: **Frequency:** There shall be monthly meetings of the Advisory Board and such additional meetings as the Board, in its discretion, may wish to hold. Meetings will be held at the at Foster Community Center, unless another designated location is selected, on the fourth Tuesday of each month. Notice of special meetings may be made by mail, e-mail or telephone to Board members in advance of such meetings, informing members of the purpose of the meeting. An annual schedule of meetings shall be filed with the City Clerk's Office, the City Council Office, and shall be posted in the City Hall Lobby and in the Human Relations and Community Services Department.

Current Rule of Procedure:

Section 2: **Schedule:** Prior to January 1 of each year, the Board shall adopt a schedule of meetings for the upcoming year. At least one regular meeting shall be scheduled each month. Regularly scheduled meetings shall be held the first Thursday of each month at 5:30 p.m. in City Hall and/or other sites in the community as determined by a vote of the Board.

Recommended Amendment #2

Section 2: Schedule: Prior to January 1 of each year, the Board shall adopt a schedule of meetings for the upcoming year. At least one regular meeting shall be scheduled each month. Regularly scheduled meetings shall be held the fourth Tuesday of each month at 5:30 p.m. at Foster Community Center and/or other sites in the community as determined by a vote of the Board.

Current Rule of Procedure:

Section 8: **Quorum:** A quorum shall consist of at least five (5) members. A majority of the serving members of the board shall constitute a quorum of the board. A quorum shall be required to conduct business including, but not limited to, the approval of minutes, action on motions and approval of reports.

Recommended Amendment #3

Section 8: **Quorum:** A majority of the serving members of the board shall constitute a quorum of the board. A quorum shall be required to conduct business including, but not limited to, the approval of minutes, action on motions and approval of reports.