

City of Lansing HRCS Advisory Board Meeting Summary

Tuesday, January 28, 2025

5:30 p.m. – 7:00 p.m.

Human Relations & Community Services

Conference Room

124 W. Michigan Avenue

Lansing, MI 48933



Andy Schor, Mayor

Attendance: Paul Dripchak, Ron Embry, Sean Gehle, Melissa Horste, Glenn Lopez, and Thomas Woods

Staff: Kim Coleman, Amy Crank, Renee Morgan Freeman, Michael Hopson, Daniel Spenser, and Daphne Whitfield

Others: Daniel J. DuChene (OCA), Terrace Frazier, Bryon Haskins, and Emmily Sorroche

This meeting was called to order at 5:30 p.m. by Chair Ron Embry. R. Freeman conducted a roll call. A quorum was established.

M. Horste moved to accept the agenda. Seconded by S. Gehle. The agenda was modified for Glenn Lopez, the newest HRCS Advisory Board member, to introduce himself and share his background. Motion carried.

T. Woods moved to accept the meeting minutes of September 24, 2024. Seconded by S. Gehle. Motion carried.

Director Coleman stated that members of the DEI Advisory Board were in attendance to observe the training process. It was noted at the direction of OCA that the DEI Advisory Board members are being considered as members of the public.

S. Gehle inquired if there should be any concerns regarding actions at the federal level regarding DEI. Director Coleman stated that the city is holding steady, gathering information, watching and studying the situation as it unfolds. Until the Mayor, at the direction of OCA has a public opinion or statement, DEI & HRCS will continue business as usual.

Director Coleman stated there was an item related to the Rules and Procedures and its revised formatting for presentation to the City Council that required the board's action. M. Horste moved to approve the Rules of Procedures recommendations as amended by OCA. Seconded by P. Dripchak. Motion carried.

Due to the training and time constraints, Director Coleman will postpone her report until the next meeting.

HRCS staff initiated the Wizehive training session for grant scoring. It was noted that it was being recorded for training purposes. D. Whitfield provided information regarding the City of Lansing Ordinance and the role of the Internal Auditor. She referenced and highlighted materials that were included in the packet. S. Gehle asked if it was permissible to receive feedback from DEI Advisory Board members who are more so on the frontlines regarding the Racial Equity Fund Grants. OCA will provide an opinion in this regard on Friday. M. Horste inquired about the grant scoring process as it relates to the general fund and racial equity fund grants. A. Crank provided an overview of the grant scoring process. Concerns were raised about bias towards agencies and conflicts regarding agency assignments. HRCS Advisory Board members are to inform Amy if they were assigned an agency for which they have a conflict. She provided high and low scoring points which required board action. S. Gehle moved to maintain the same scoring threshold as last year, which is 71/100 for general fund grants and 88/124 for racial equity grants. Seconded by T. Woods. Motion carried. D. Spencer presented a Wizehive demonstration overview on scoring the applications. He provided answers to questions, which were asked.

At 6:55 p.m., Director Coleman asked to receive a motion to extend the meeting. M. Horste moved that the meeting be extended for ten minutes. Seconded by S. Gehle. Motion carried with a five to one vote.

Committee reports were tabled until the next meeting.

The 2025 HRCS Advisory Board Meetings were reviewed. S. Gehle moved to approve the schedule with correcting the March meeting date from the 26th to the 25th and changing the November 23rd meeting to November 18th. Seconded by M. Horste. Motion carried.

The meeting was adjourned at 7:10 p.m.