

## MINUTES

Housing and Human Services Advisory Board  
Tuesday January 12, 2010 6:30-8:30pm  
110 N Fourth Avenue  
Ann Arbor, MI 48104  
1<sup>st</sup> Floor Conference Room

Members Present: K. Martin, R. Konkell, N. Staebler, B. Eichmuller, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez, S. Smith, S. Rapundalo

Members Absent: T. Myers, S. Mithani, R. Kerson

Staff Present: Andrea Plevak, Mary Jo Callan, Jennifer Hall

Guests: None.

- I. Convene Meeting:  
**N. Staebler convened the meeting at 6:37pm.**
- II. Public Comment:  
None.
- III. Approval of Agenda:  
**K. Martin motioned to approve the agenda; S. Pontoni seconded. Motion approved (K. Martin, N. Staebler, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 6 Aye, 0 Nay).**
- IV. Approval of Minutes:  
**D. Blanchard motioned to approve minutes from 12-8-09; A. Ramirez seconded. Motion approved (K. Martin, N. Staebler, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 6 Aye, 0 Nay).**
- V. Discussion Issues
  - A. 2010 HHSAB Workplan (**ACTION**)
    - i. M. Callan reviewed proposed workplan. Staff created a workplan that reflects emerging policy issues and meaningful work for 2010. A critical component will be the discussion and recommendations related to the City budget reductions. Staff is recommending using the February meeting as a public hearing related to housing and human services needs in the community.
    - ii. Members discussed and recommended that the public hearing should be at a City Council meeting instead of at the HHSAB meeting. Members suggested adding a discussion of "Housing and Homelessness Response," which would include a discussion of replacing the former Y-Units to all months. Members also requested adding a discussion of the City budget in September through December.
    - iii. **D. Blanchard motioned to approve the workplan; A. Erickson seconded. Motion approved (K. Martin, B. Eichmuller, R. Konkell, N. Staebler, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 8 Aye, 0 Nay).**
  - B. 2010 HHSAB Officer Election (**ACTION**)
    - i. Nominations for chair included: Ned Staebler.

- ii. Nominations for Vice Chair included: David Blanchard.
- iii. Both accepted their nominations.
- iv. **B. Eichmuller motioned to approve N. Staebler as Chair and D. Blanchard as Vice Chair; K. Martin seconded. Motion approved (K. Martin, B. Eichmuller, R. Konkell, N. Staebler, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 8 Aye, 0 Nay).**

C. Conflict of Interest Disclosure Statements (Discussion)

- i. M. Callan reviewed the Conflict of Interest Disclosure requirements and requested that each member fill out and return the disclosure form provided.
- ii. D. Blanchard acknowledged that he represents the Ypsilanti Housing Commission and residents of Camp Take Notice, both of which have been/may be discussed at HHSAB meetings.
- iii. M. Callan reminded the Board that, according to the Bylaws, "A Board member shall abstain from discussion or voting on any matter where that member is involved in a real or apparent conflict of interest."

D. Bylaws Review & Membership (Discussion)

- i. B. Eichmuller reviewed the membership sub-committee meeting with K. Martin and D. Blanchard. Their recommendations include removing the position dedicated to a young person and to change the membership language to read that each member category should be filled by an appropriately qualified member "to the extent possible."
- ii. Members discussed the recommendations and will address the issue of membership further at future meetings according to the workplan.
- iii. Teresa Myers has resigned from the Board, leaving three vacancies.

E. HOME RFP and Fund Allocation (**ACTION**)

- i. D. Blanchard identified a conflict of interest with parties receiving funds through the HOME RFP and abstained from discussion.
- ii. J. Hall reviewed the HOME RFP and budget documents.
- iii. Members discussed the allocations.
- iv. **B. Eichmuller motioned to approve the HOME RFP and fund allocation; K. Martin seconded. Motion approved (K. Martin, B. Eichmuller, R. Konkell, N. Staebler, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 8 Aye, 0 Nay).**

F. NSP II (Update)

- i. J. Hall informed the Board that a decision on NSPII funding should be made by HUD very soon.
- ii. Members discussed.

G. CAPER (Update)

- i. J. Hall presented an overview of the 2008 CAPER that was submitted to HUD. She explained the items reported on, how much funding the community receives, and how the funding is spent.

ii. Members discussed.

H. Community Services Area Administrator (Update)

i. M. Callan shared with the Board that Jayne Miller, Community Services Area Administrator, is leaving the City for a new position with the Huron-Clinton Metropark System.

ii. Members discussed.

I. Washtenaw Housing Alliance (Update)

i. M. Callan updated the Board on the transitional status of the WHA. She shared that the WHA and OCD are working together to determine the WHA's role in the community and their overall purpose related to housing and homelessness issues. Recommendations will be sent to the WHA board soon.

ii. Members discussed.

J. Y-Replacement Units/100 Units (Update)

i. M. Callan shared with the Board that there is still interest in supportive housing units in the City of Ann Arbor and that units continue to be added in or near downtown, but not yet in the concentrated 60 to 100 unit, single location form that the Board recommended to Council. Staff are still pursuing options for downtown sites and will report back on any movement.

ii. Members discussed.

VI. Public Comment  
None

VII. Adjournment

**K. Martin moved to adjourn the meeting at 8:30pm; R. Konkel seconded. Motion approved (K. Martin, R. Konkel, N. Staebler, B. Eichmuller, A. Erickson, D. Blanchard, S. Pontoni, A. Ramirez; 8 Aye, 0 Nay).**