

KENT COUNTY HOUSING COMMISSION

121 Martin Luther King Jr St SE, Suite 110
Grand Rapids, MI 49507
Phone: (616)632-7950



Kent County Housing Commission Board Meeting

Thursday, November 16, 2023 at 8:30 am

MINUTES

Present: Jason Grinnell, Courtney Christensen, Heather Bradley, James Peacock III

Absent: Joshua Lunger (excused)

Staff: Gustavo Perez, Ashley Huey, Brenna Kotchka, Jen Kozlowski, Mayra Diaz-Rodriguez, Emily Stroka, Queyonna Hunt

1. Call to Order

2. Welcome and Roll Call for Quorum

Commissioners Grit and Panter have both had a name change. Henceforth, they will appear as Commissioner Heather Bradley and Commissioner Courtney Christensen on the Agendas and Meeting Minutes.

3. Approval of September 21, 2023 Meeting Minutes:

Motion by: Commissioner Peacock

Supported by: Commissioner Grinnell

Motion passed

4. Approval of Today's Agenda:

Motion by: Commissioner Peacock

Supported by: Commissioner Grinnell

Motion passed

5. Public Comment: None

6. Communications: None

7. Action Items:

Resolution to Approve Appropriation of 2023 Fraud Recovery Funds

Motion by: Commissioner Peacock

Supported by: Commissioner Christensen

Ayes: Commissioner Grinnell, Commissioner Christensen, Commissioner Bradley, Commissioner Peacock

Nays: None

Motion passed

Resolution to Approve Appropriation of 2023 NRA Interest

Motion by: Commissioner Christensen

Supported by: Commissioner Bradley

Ayes: Commissioner Grinnell, Commissioner Christensen, Commissioner Bradley, Commissioner Peacock

Nays: None

Motion passed

Resolution to Adopt the 2023 FSS Escrow Forfeitures

Motion by: Commissioner Grinnell

Supported by: Commissioner Christensen

Ayes: Commissioner Grinnell, Commissioner Christensen, Commissioner Bradley, Commissioner Peacock

Nays: None

Motion passed

Resolution to Amend the FSS Action Plan 2024

Motion by: Commissioner Grinnell

Supported by: Commissioner Peacock

Ayes: Commissioner Grinnell, Commissioner Christensen, Commissioner Bradley, Commissioner Peacock

Nays: None

Motion passed

Resolution to Adopt the 2024 Housing Commission Board Meeting Schedule

Motion by: Commissioner Peacock

Supported by: Commissioner Christensen

Ayes: Commissioner Grinnell, Commissioner Christensen, Commissioner Bradley, Commissioner Peacock

Nays: None

Motion passed

8. Report of the President:

Nothing to report

9. Report of the Director:

Gustavo shared that he recently presented the department's performance measures report to the Board of Commissioners. He emphasized the work of the Housing Commission and its impact in our community. He also shared client stories to personalize the data and show the difference this program makes in people's lives. Since the presentation, we have received positive feedback from the Administrative Staff and Board of Commissioners. As part of the department's efforts to improve how we share our data we are working with a group of University of Michigan students to create a data dashboard. This dashboard will visualize the impact KCCA makes within the community, and we will be able to see the demographics of who we are serving in which areas of the county. This is

a two-semester long project so the dashboard should be operational around the spring of 2024. Gustavo informed the commissioners that we did decide to step away from Happy software. The vendor was not willing to negotiate the language of the contract, which included unfavorable terms for the department. Jen Kozlowski is working on putting together the RFP that will be going out soon to fulfill our software needs. In other news, HUD recently notified us that we are getting 14 additional HUD VASH vouchers. There are a total of 28 for our area and we received half of those thanks to the advocacy work of Emily. Lastly, Gustavo shared that we have received high praise from landlords and the community about our staff. They go above and beyond for our clients and are a pleasure to work with.

10. Financial Report:

Brenna was happy to share that we were finally reimbursed for the FSS grant. On the first line of the financial report, there is now an amount. It took longer than we would have liked to do the draw because over a certain amount we need HUD approval.

11. Old Business:

Commissioner Grinnell has made some revisions to the Bylaws and shared them with Commissioner Lunger. The revisions will be shared with the rest of the Commission.

12. New Business: None

13. Adjournment:

Motion by: Commissioner Grinnell
Supported by: Commissioner Peacock
Meeting adjourned at 8:54 am

**Next scheduled Kent County Housing Commission Board meeting
January 18, 2024 at 8:30 am**