

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, May 18, 2023 at 8:30 am

MINUTES

- Present:** Commissioner Jason Grinnell, Commissioner Joshua Lunger, Commissioner James Peacock III, Commissioner Courtney Panter
- Absent:** Commissioner Heather Grit
- Staff:** Gustavo Perez, Jen Kozlowski, Emily Stroka, Queyonna Hunt, Brenna Kotchka, Stephen Stratton and Ashley Huey

1. Call to Order:

Commissioner Jason Grinnell called the meeting to order at 8:34 am

2. Approval of March 16, 2023 Meeting Minutes:

Motion by: Commissioner Joshua Lunger

Supported by: Commissioner James Peacock III

3. Public Comment: None

4. Communications: None

5. Action Items

Resolution to Amend Administrative Plan: Payment Standards

Motion by: Commissioner Joshua Lunger

Supported by: Commissioner James Peacock III

Ayes: Commissioner Jason Grinnell, Commissioner Joshua Lunger, Commissioner Courtney Panter, Commissioner James Peacock III

Nays: None

Motion passed

Resolution to Amend Administrative Plan: FSS chapter

Motion by: Commissioner Jason Grinnell

Supported by: Commissioner Courtney Panter

Ayes: Commissioner Jason Grinnell, Commissioner Joshua Lunger, Commissioner Courtney Panter, Commissioner James Peacock III

Nays: None

Motion passed

Resolution to Amend FSS Action Plan: Use of escrow account funds

Motion by: Commissioner Joshua Lunger

Supported by: Commissioner James Peacock III

Ayes: Commissioner Jason Grinnell, Commissioner Joshua Lunger,
Commissioner Courtney Panter, Commissioner James Peacock III

Nays: None

Motion passed

6. Report of the President:

Nothing to report

7. Report of the Director:

Gustavo has met with other area housing commissions and community partners. During these meetings participants focused on how we can work with landlords better, and how the various organizations can communicate more effectively with one another.

Gustavo also updated the Commission on the current staffing situation. A request was submitted for an additional program specialist, and that request was approved. There are 26 applicants and we hope to conduct interviews next week and make an offer by the end of the week. Brenna conducted a financial analysis and found that there are not enough funds to bring on a supervisor. An increase in the number of vouchers could provide the opportunity to bring on a supervisor in the future. In the interim, we are looking at internal options to support Housing Commission staff.

- a. The Financial Report was discussed by Brenna Kotchka. She noted that once we get the revenues for January-present the account will be out of the negative. No concerns or other updates to report.

8. Old Business:

Commissioner Grinnell has been reviewing bylaws. He wants to look at other agency bylaws to compare standards. Jen said she would send over examples.

Purchasing and Legal are still reviewing the agreement for the new software. We can keep our current software for the next 6 months so there is time to get the new software squared away.

9. New Business:

Commissioner Lunger noted that he has met with Network 180 and other local organizations to talk about homelessness and housing issues. During those meetings they discussed the idea of group homes and he would like to convene some meetings to discuss those ideas further. Gustavo noted that he has been in meetings with community partners looking at coordinating on homelessness response and increased communication. During those meetings they have been looking at “bridge” shelter options.

10. Adjournment

Motion by: Commissioner Jason Grinnell

Supported by: Commissioner Joshua Lunger

Meeting adjourned at 8:53 am

**Next scheduled Kent County Housing Commission Board meeting
July 20, 2023 at 8:30 am**