



**Business Board of Directors Meeting Minutes
August 1, 2024**

Commission Members Present: David Anderson, Patrese Griffin (present at 4:55p.m.), and Gwendolyn Hooker

Commission Members Absent: Kizzy Bradford and Coty Duntun

Kalamazoo County Commissioner Present: Tami Rey

Kalamazoo County Staff Present: None

Administrative Service Provider and Recording Secretary Present: Lisa Willcutt

Call to Order and Roll Call

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue by President Griffin at 5:14 pm. Willcutt conducted the roll call.

A motion was made to excuse Secretary Duntun's absence.

Motion by Anderson

Support by Hooker

Motion approved

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Hooker

Support by Anderson

Motion approved

Approve Minutes of the July 11, 2024 Meeting

Griffin asked for approval of the meeting minutes from July 11, 2024. The minutes were approved as submitted.

Motion by Anderson

Support by Hooker

Motion approved

Griffin asked Anderson to say a few words about the sudden passing of Mitchell Misiasz of Integrated Services of Kalamazoo (ISK). Anderson stated that Misiasz had worked at ISK for 6 years and was with CARES prior. He was 41 years old at the time of his passing. A service will be held at Joldersma and Klein Funeral Home on August 3, 2024 at 2p.m. Misiasz was very committed to the work and had a very positive attitude. We at ISK are devastated that he is gone.

Public Comment on Agenda Items and Non-Agenda Items

Tobi Hanna-Davies expressed support for the work being done by the KCPHC. She went on to say that she is rarely able to come to KCPHC meetings due to a scheduling conflict. She thanked



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the KCPHC for their dedicated work. Hanna-Davies stated that she used to be involved in a public housing commission in Ann Arbor, MI. She is so very supportive of this work and ISAAC was very involved in getting the KCPHC established in 2003 and 2004.

Reports

Financial Reports

The July 2024 financial reports were distributed prior to the meeting and were reviewed by Willcutt. A motion was made to accept the financial reports as submitted.

Motion by Anderson

Support by Hooker

Motion approved

Bethany House – A written report of activity was distributed prior to the meeting and included the fact that the roof replacement was completed and the back deck was painted.

Veterans Initiative – A written report of activity was distributed prior to the meeting. Anderson noted that the wheelchair ramp was replaced with funding provided by the Kalamazoo Elks Lodge and a couple of other veterans groups.

FUSE – A written report of activity was distributed prior to the meeting and included the replacement of a boot on one of the roofs of the homes to correct a leak. Willcutt went on to state that interior water damage was caused by a clogged toilet that flooded. A bid for the work to repair the damage was included in the meeting packet.

Willcutt shared that through this process she learned that the insurance provided by Kalamazoo County does not provide coverage for losses under \$150,000, rather the County is self-funded up to this limit. Anderson stated that this is typical for government insurance coverage. He stated that the KCPHC should look into a policy that will work with the County's policy. Rey stated that she will follow up with Kevin Catlin and provide further information.

Old Business

2015 Millage – Creating Permanent Housing – Sugarloaf

Anderson and Hooker will work together and submit a draft Master Lease Agreement to legal counsel (James Liggins).

New Business

Review and Approve 2nd Amendment to Services Contract with Integrated Services of Kalamazoo at Keystone House

A motion was made to approve the 2nd Amendment for a three year term.

Motion by Hooker

Support by Anderson

A roll call vote was taken by Willcutt

Anderson – Abstain

Griffin – Yes



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*Hooker – Yes
Motion approved*

Review and Approve 1st Amendment to Lease between Integrated Services of Kalamazoo and KCPHC

A motion was made to approve the 1st Amendment for a three year term.

*Motion by Hooker
Support by Anderson*

A roll call vote was taken by Willcutt

*Hooker – Yes
Griffin – Yes
Anderson – Abstain
Motion approved*

Approve contract extension with Integrated Services of Kalamazoo and KCPHC for 2nd year of the school-based program

Willcutt will distribute the previous contract to the commissioners. This agenda item was tabled until the September 2024 meeting.

FUSE Water Damage

Griffin explained that the water damage at one of the FUSE homes caused the kitchen to be useable. As a result, Willcutt asked Griffin for permission to provide a hotel stay for the two program participants. Griffin stated she connected with Hooker and it was agreed to provide the hotel stay through tonight's meeting (two nights) and seek approval for those two nights as well as one additional night to allow all the work to be completed. A motion was made to approve a three night hotel stay for the two FUSE participants affected.

*Motion by Anderson
Support by Hooker
Motion approved*

Anderson suggested that a written plan be created to provide guidance in a future circumstance. Willcutt will check the Management Agreement and Financial Policy to see if there is existing guidance.

Public Comment on Agenda and Non-Agenda Items

None

Commissioner Member Comments

Hooker wanted to acknowledge the uptick in gun violence in the county and providing supports for families whether there is a loss or not. She encourages others to talk about gun violence and suicide. Hooker went on to say that next month is recovery month. Finally, there are some good articles in the press on the Sugarloaf project. Anderson agreed that the coverage has been good and it is positive to see such remarks. Griffin thanked Anderson and Hooker for their work on this project.



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Meeting Adjourned: 6:00 pm

Submitted by: Lisa Willcutt