



# COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Quality Services for a Quality Community

## MEMBERS

Kristin Anderson  
Nakia Barr  
Jean Brisbo  
Troy Fassbender  
Jessica Flores  
Carla McWherter  
Andrew Quinn  
Dana Watson

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## MINUTES

**January 29, 2018 - 6:00 PM**

54B District Court, Courtroom 2  
101 Linden Street, Second Floor

### 1) **Opening** A) **Roll Call**

Schlusler-Schmitt opened the meeting at 6:03 p.m. At the taking of the roll, Flores, Brisbo, and Barr were absent.

### 2) **Approval of Minutes** A) **January 9, 2018**

McWherter moved to approve the January 9, 2018 minutes as written; Anderson seconded the motion. Vote: All yeas. Motion carried unanimously.

### 3) **Welcome & Order of Discussion with Applicant Agencies**

Schlusler welcomed the agencies and said the committee has met one time and has some questions for them. She said they will start with the Human Service applicants. She stated the committee will continue to meet in February and have another public meeting in March. She said the agencies will receive a letter at least one week in advance of the public hearing with the committee's recommendations. She advised that the funding recommendations will then go to City Council as part of their budget review process, and Council will make a final decision in May.

### 4) **New Business** A) **Discussion of 2018-19 Human Service Grant Applicants with Agency Representatives**

#### **Child & Family Charities – Gateway Youth Services Street Outreach Team and Child Abuse Prevention Services**

Kathy Kelly indicated she was representing Child Abuse Prevention Services (CAPS), and Sophia Estrada-Ferreria is representing Gateway.

Sophia Estrada-Ferreria said they outreach for Gateway at the East Lansing Public Library and East Lansing High School, and they operate the only outreach program in the Tri-County area. She said they have made arrangements with the East Lansing Library to come in on Monday afternoons to help with kids, which has grown to 76 students that attend every week. She said they offer kids snacks at the Library, and

they also attend basketball and football games and events where youth congregate and pass out their cards along with candy. They man lunch tables at the East Lansing High School, where they provide resources and help to increase awareness of what they do.

### **MSU CAMP – Support Services for Low-Income Migrant Students**

Elias Lopez, representing MSU CAMP, said they have already served 28 students in 2017-18 and recruit an average of 60 to 65 students per year, and at any given time there are 300 migrant students on campus. He said in addition to having an office, their staff also does follow-ups and has one-on-one meetings with students to make sure they are aware of the services they provide and to provide the services. Regarding their revenue sources, he said they are grant funded, so they do not have any revenue. He advised that funding is from the U.S. Department of Education, which allows them to operate, and they get smaller funds from the University. He shared that historically the program housed a high school equivalency program, and efforts have now been shifted to the MSU CAMP program.

Brisbo and Barr arrived at 6:11 p.m.

Lopez said federal grants have measures in place which measure the success of their program. He indicated 86% of their students must complete 24 credits at the end of each year and be in good academic standing. He said most migrant families need winter wear when they come to Michigan. In answer to a question about how they determine what emergency medical or dental treatment to provide, Lopez said when funds are running low they have to make decisions on, for example, what dental work is performed.

### **Volunteers of America – New Hope Day Center**

Patrick Patterson, Chief Executive Officer, said the funds from this grant are all spent on the New Hope Day Center funding, not on the new dental clinic. He said they do not have any plans for additional services for this fiscal year and advised that this location is perhaps one of the most comprehensive service centers in the country currently. He indicated there are 15 different programs, and every person who is supported by the City's \$10,000 grant has access to all of those services. He noted they use a ZIP code system to determine residency; i.e., if they are homeless in East Lansing that is their residence. New Hope is located at 430 N. Larch Street in Lansing, and they have never had to advertise. Police and fire personnel bring people to them, they are included in the 211 system, and they give out outreach cards. He shared that 29% of Ingham County's population is below the poverty level. He said tomorrow they are having a Point in Time count of the homeless. He said they don't have formal transportation available. The homeless come to them via CATA, they walk in, or bike, and law enforcement will drop off homeless people, some homeless live in their cars, and they will pick up people when it is brought to their attention. As to how they determine the number of clients which they serve, he said they use printouts from the Homeless Management Information System (HMIS); every homeless person has an ID card, which has been required across the country since 2004. He indicated other providers are the Advent House and the Health Department. He said they work every day with Haven House since they offer housing for families with children. In 2017, 101 cases were referred to them from Haven House, and they referred 119 cases back to them. He said Volunteers of America is in charge of the homeless assessment and referral system.

When asked if the homeless at New Hope are given satisfaction surveys to fill out, Patterson answered he will follow up on that. When asked if they turn people away, he said New Hope is not residential,

and last year the count was up another 13%. On average they get about 18 new people per day. He said they have a problem accommodating people at night, as they are a warming center, and their night clinic accommodates both genders and children. Schlusler said the City works with them to get people into Haven House, which has a waiting list. Lopez said they also work with the City Rescue Mission, and sometimes place people in motels or hotels. Schlusler added there is also the Gateway Shelter.

## **B) Discussion of 2018-2019 Community Development Block grant Applications with Agency Representatives**

### **City of East Lansing Department of Parks, Recreation & Arts – Youth Scholarship Program**

Lois Fogarasi, representing Parks, Recreation and Arts, said a participant can choose whatever classes they like knowing that they have a \$100 maximum scholarship for the entire family. She said sometimes staff will raise that max if it is a larger family, and they look at this on a case-by-case basis. She said there is no limit on the number of classes per year other than dollar amount per family. Based on 2016-17 fiscal year data, the average scholarship amount awarded to each youth was \$75, and they gave scholarships to 51 area youth. She said they ask that a family pay for 50% of the class cost up to \$20 per class. The fees for middle school sports include equipment, fees for game officials, invitational fees for cross country and track, miscellaneous expenses and uniforms, and transportation to and from games. In answer to the question if they have any data to support that after-school extracurricular activities lead to increased student success, she indicated they do not keep data on their participants, but there are many national studies that show several benefits to extracurricular activities, such as improved social skills, improved academic performance, increased self-esteem, etc.

### **EVE, Inc. – Shelter, Legal Advocacy, and Counseling for Domestic & Sexual Assault**

When asked about salaries, Erin Roberts, Executive Director of EVE, said staff last received a 3% raise in October of 2015. She added since then there have been periodic increases for certain positions when people take on additional tasks. She indicated East Lansing residents received 1.8% of their services; 86% come from Ingham County; 2% from Eaton County; 1% from Clinton; 4% from out of state; and 7% are calls from outside the Tri-County area. She added that 7% of Ingham County services are from East Lansing; 72% Lansing; Mason 4%; Okemos 3%, and Williamston 1-1/2%.

When asked what percentage of each of the services—shelter, crisis calls, outreach, crisis advocacy—are delivered to East Lansing residents vs. non-East Lansing residents, Roberts said East Lansing residents receive all of their services, and she can provide the committee with percentages. She said the vast majority use the PPO Office, legal advocacy services, and they partner closely with MSU Safe Place to provide PPO services, as well as with the MSU sexual assault program. She added that they also offer help to those who walk in. She said their shelter does not have as many East Lansing residents, mostly because they are full most of the time. She said she can provide numbers to the committee. She indicated individuals do not have to be in a shelter to receive counseling services; they offer services to women, their children, and parents of sexual assault survivors. She said all of their counseling services are at no cost to survivors. She noted their counseling services are primarily supported by the Department of Justice Victims of Crime Act dollars.

## **Haven House – Homeless Shelter for Families**

Meghan Rhoades, Shelter Manager and Interim Director for Haven House, said the majority of families which they serve are not originally from East Lansing, and last year they only had two families from East Lansing. She said about 70% come from Lansing. She noted the rental structure in East Lansing is mostly geared towards college students. Regarding the average length of time a person spends in their aftercare program, she answered eight months. She said residential status is determined by a person's last permanent address. She said all Haven House residents are considered temporary residents of East Lansing and provide a homeless verification card, which can be used to enroll their kids in East Lansing schools. She indicated the average length of stay at Haven House is 24 to 27 days, and the limit is 30 days; but if a family is waiting on other support, they can stay until that support is secured. As far as what percentage of former Haven House residents remain in East Lansing, she said the only viable option in East Lansing is Deerpath Apartments, and they usually have a waiting list. She indicated families cannot afford housing in East Lansing, based upon the per person rate set by the rental companies. As far as ongoing services, she said once a person/family has left the shelter, the Partners in Progress program has an eight-month average participation. She said a case manager goes to their home at least once a month to meet with them, and depending on their needs, usually for six to nine months, and sometimes up to a year. She said these grant dollars do not support that program.

## **Information Technology Empowerment Center (ITEC) – After School Math Tutoring in East Lansing School District**

There was no representative from ITEC.

## **Legal Services of South Central Michigan – Legal Services**

Elizabeth Rios, Managing Attorney at Legal Services of South Central Michigan, said grant funds are dedicated to their office; they have 11 attorneys currently to assist anyone who has an East Lansing address. She said the grant covers approximately 12.5% of one attorney's salary and benefits of \$60,000. As far as how they choose whom to help, Rios said they focus on five areas of civil law—housing, family, consumer, elder, and public benefits. Their second consideration in assigning cases is what impact their help will be. She said they spend on average \$405 per client. She said they have served more clients each year than they projected. She said she would like more clients to receive the full representation of going to court rather than just helping people fill out forms. She said with the increased amount of funding, they can raise the level of services as well as the number of clients. Regarding data on the number of cases that have successfully gone through the process of intake to trial, she indicated case management tracks interactions with clients. Of those 98 clients who had listed East Lansing as their city of residence, they did not have resources to assist 30 of them. She said they did resolve the issues of the other 68 clients, which included representation in court. Rios said most of the calls they get are regarding family law, the second highest number of calls are related to housing, and they also get calls from those trying to prevent becoming homeless. She said they also work with sister agencies like the Volunteers of America, Haven House, and the Salvation Army, which has funds to help clients.

## **MSU Safe Place – Shelter and Support for Survivors of Domestic Assault, Violence and Stalking**

Erica Schmittiel, one of two advocacy coordinators on staff, explained that this year's target to serve less people than last year is because people are staying in shelters longer due to lack of affordable

housing, and there is also a lack of jobs that pay a living wage. She said they want to serve fewer people better. She indicated they annually serve approximately 130, which includes adults and children. From July 2016 to June 2017, they served 107 adult clients and 27 children. She said they served 50 MSU students; 41 of those lived in East Lansing, and they had 23 clients who were not students but listed an East Lansing address. She indicated that 24% represents a portion of the funds needed to provide food, shelter and supplies; 100% of the individual shelters are in East Lansing; and 100% of the clients benefiting from the East Lansing grant are East Lansing residents. She said they do not calculate unit costs per person because of the high level of services they provide and because they are highly individualized. She said costs could include court costs, food, personal needs, and advocacy assistance, especially for those in their shelters for three to four months. She said that #6 on page 1 of the application indicates 40 EL residents will be served, and on page #3 it says that funding for 25 adults are for those receiving advocacy services; she stated that the other 15 persons are children being served. She stated they have three full-time staff. She said those 40 served may or may not be in shelters. She said they may be able to provide some counseling to children depending on staffing at the time, but oftentimes refer them to other agencies in the community that can provide assistance. She estimated that 50% of those who have left the shelters receive services from MSU Safe Place afterwards. As far as how many they turn away due to lack of space, she said they will always shelter MSU-affiliated individuals, and will house non-MSU affiliated individuals when space is allowed. She indicated they receive one to five calls for shelter per week; when they can't provide shelter, they provide referrals. She said they reserve one to two bedrooms for MSU-affiliated people needing shelter.

### **Tri County Office on Aging – Meals on Wheels**

Carl Buonodono, Nutrition Director, who oversees the Meals on Wheels program, said they have enough volunteers to serve in a minimum capacity, and are always looking for volunteers to serve as backups. When asked if the number of people served is usually more constrained by funds to pay for food or meal prep or by the number of volunteers available to deliver, he said that funding, the number of volunteers, and route availability all impact the ability to serve. He noted the cost of food continues to rise, and contributions have declined over the years. He said those on a wait list always have the opportunity to receive frozen meals, which are delivered once a week. When asked of the percentage of those who get daily meals vs. weekly meals, Buonodono said he will get those figures. He added that with the hot meals volunteers provide a daily wellness check.

### **Capital Area Housing Partnership – Affordable Home Ownership Opportunities**

Sage Hales-Ho, Director of Homeownership, responding to how they will increase the number of 112 total residents that they wish to serve, which is 50% under projections of prior years, indicated that last fiscal year they served 87 East Lansing residents, which is 41 households, with all of their programs. She added that 84 of the 87 were with their Homebuyer Education and Foreclosure Prevention counseling; the others they served with their Homeowner Rehabilitation and Down Payment Assistance Programs. She said in that total she does not include those they have helped with refinancing or selling their homes which were bought under the program with CDBG funds. She indicated they continue to try to build their outreach by attending community events, Show Me the Money Day (a financial education program), through local lenders and realtors, mailings to target neighbors and those at risk for foreclosures, and they also work with partner agencies in the community development network. She said that Homebuyer Assistance is used for people who find homes that they want to purchase and qualify for and receive down payment assistance, and there can

be minor rehab involved. She said Homeowner Rehabilitation assistance is for a homeowner with an existing home who has code compliance violations or major structural or weatherization issues, or a lead or asbestos problem. She said funds are not available for new construction, and the only time they have used funds for new construction is for acquisition of a property to develop and sell.

Hales-Ho said staff consists of two full-time and four part-time employees, and there is also an AmeriCorps member, who is not considered staff. She explained that project development hard costs include funds that are available through CDBG that could go towards homeowner rehabilitation or in assisting with minor repairs to a home that is purchased with down payment assistance, which this year is around \$80,000. She said the rest of the funds come from different sources; mainly from the City of Lansing and MSHDA, to build or rehab and then sell to income-qualified people. She said they cannot use East Lansing funds towards other municipalities—East Lansing funds stay in East Lansing. Schlusler mentioned that an owner-occupied deed restriction is 30 years, and it runs with the property, not the owner.

### **City of East Lansing Department of Public Works – CDBG Neighborhood Sidewalk Repairs**

Nicole McPherson, City of East Lansing Engineering Administrator, passed out a map highlighting the project area, and said this area is east of the development on Albert Avenue. She stated that no other funding sources are available to the City for separate sidewalk improvement projects, and the CDBG funds are used on specific sidewalk projects identified within the CDBG area. She indicated the overall project scope for CDBG funding includes a total of 12 intersections along Albert Avenue between Charles Street and Hagadorn Road, and the first three intersections are 90% complete. She said the City will be bidding the project this spring, and provided a detailed budget for the Phase 2 of the project. She said every year they try to expand the scope of the project to include more improvements. When asked what the distinction is between a federally mandated improvement vs. an elected improvement, McPherson answered if they do any infrastructure work on a street, they have to do the ADA-compliant ramps. These funds are just for the sidewalk ramps at the intersections. She indicated that sidewalks adjacent to a property are the responsibility of the property owner. When asked about bidding for previous years, McPherson said in most cases funding is carried over into the next year because bids came in lower. When asked if they typically work with same bidders, she said they usually get two or three bidders for a project and could supply a list of bidders to the committee. Schlusler advised that the City has to publicly notice bids. McPherson said for the past couple of years, Able Concrete has been the lowest bidder. When asked what percentage of funds the City is allowed to carry over, Schlusler explained that HUD has a formula which the City has to adhere to, and for their total entitlement the City cannot carry over 1.5%, which is about \$6,000. She said HUD allows us to keep funds in escrow for one year to compete a project, as long as we don't go over the 1.5%. She added that the overall project cost for improvements on Albert from Charles to Hagadorn is over \$400,000; and staff decided to break that up in order to complete it.

### **5) CD Advisory Committee February Meeting Dates**

Schlusler said the committee will be meeting again next Monday, February 5, at 6:30 p.m.

### **6) Adjournment**

There being no further business, McWherter moved to adjourn the meeting at 7:44 p.m.; Anderson seconded the motion. Vote: All yeas. Motion carried unanimously.