

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, April 25, 2016**

The meeting of the Administration and Human Services Standing Committee was held on Monday, April 25, 2016, at 5:06 p.m., in the 5th Floor Conference Room of the Municipal Office Building. The following members were present: Commissioner Markley, Chairman; Commissioners Walters for Philbrook, Johnson, Kane, and Bynum. The following officials were also in attendance: Joe Connor, Assistant County Administrator; Gordon Criswell, Assistant County Administrator; Melissa Mundt, Assistant County Administrator; Ryan Carpenter, Assistant Counsel; Ken Moore, Chief Legal Counsel.

Chairman Markley called the meeting to order. Roll call was taken and all members were present as shown above.

Chairman Markley said a blue sheet has been distributed this evening indicating the addition of a new item under the Committee Agenda. New Item No. 3 is a resolution authorizing acceptance of a grant.

Approval of standing committee minutes for February 22, 2016. **On motion of Commissioner Kane, seconded by Commissioner Johnson**, the minutes were approved. Motion carried unanimously.

Committee Agenda:

Item No. 1 – 16541...JOINT ORDINANCE/RESOLUTION: AMEND ELECTION PROCESS

Synopsis: A joint ordinance/resolution amending Code sections to define terms of office, set dates for fall elections, and specify that the elections are nonpartisan, submitted by Ryan Carpenter, Attorney.

Chairman Markley said as you may recall we heard some of this in our last meeting so we just need the update.

Ryan Carpenter, Attorney, said the language was inserted to comply with state law that shows that these local/general elections are non-partisan. That was a question brought up by Commissioner Kane last time. The only changes from what you saw last month are in Section 2-52b, c, and d, which specifies that all Commission elections and Mayoral elections are non-partisan.

Action: **Commissioner Kane made a motion, seconded by Commissioner Bynum, to approve.** Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Item No. 2 – 16546...DISCUSSION/RECOMMENDATION: RETURNED PREVIOUSLY AWARDED 2015 UG-HOLLYWOOD CASINO GRANT FUNDS

Synopsis: Discussion and review of recommendation on 2015 UG-Hollywood Casino grant funds that were returned by a grantee, submitted by Joe Connor, Assistant County Administrator. Staff is seeking direction.

Joe Connor, Assistant County Administrator, said we had a situation last fall and I was just made aware of it just here recently that money was returned in September of last year by the Quindaro Community Gardens project. We never really had this happen before. There’s been some changes with the grants but usually right about the time we issue the money and we’re able to make the changes a little sooner rather than later. This was a whole quarter after we had issued the money so—as we talked about in our office, we decided the best thing to do is come back to you guys and get some guidance with our recommendation, get some guidance from you all about how we should proceed this year. The memo I submitted the money was all allocated by Commissioner Townsend for a project in her district. Our recommendation is that money be given back to her to redistribute this year. There is some interest with it so it’s about \$5,223. The Community Foundation, they will pay you interest on the money if they hold it.

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Action: Commissioner Kane made a motion, seconded by Commissioner Johnson, to approve. Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Item No.3 – 16578...RESOLUTION: REACH HEALTHCARE FOUNDATION GRANT

Synopsis: A resolution authorizing the Unified Government to enter into a contract with the REACH Healthcare Foundation to accept a \$65,000 grant that supports the AmeriCorps VISTA members, the Healthy Campus project and the Choice Neighborhoods Grant process. No Unified Government match is required. The resolution authorizes the Mayor and County Administrator to execute a contract setting out the requirements of the grant.

Melissa Mundt, Assistant County Administrator, said I received word this morning that the Mayor’s Office has been awarded a REACH grant. This grant is for \$65,000 and because of our new policy that was set back at the beginning of the year, this was actually, I believe, expired for in the fall, so anyway, a little overlap, but to stick with our commitment in order for them to start drawing down the money we wanted to bring this to you tonight. The grant awarded is a total of \$65,000 and will cover the following items: the consultant’s last grant earning services that were utilized to prepare the CHOICE Neighborhood Grant through HUD that we talked about several times with our group, that was \$10,000. Preliminary Site Planning on the Healthy Campus by Gould Evans at \$10,000, Healthy Campus Website Marketing Material that will be developed yet to be selected PR firm for \$15,000, a Housing Retail Study conducted in and around the Healthy Campus, and there’s been three firms that have been selected and that’s going to be about \$18,000, and the last item under this \$65,000 is a one-year partnership with a corporation for national and community services to provide five full time VISTA members in the office of the Mayor, Healthy Communities Wyandotte, and Liveable Neighborhoods for a total of \$12,000.

Chairman Markley asked and there is no match required. **Ms. Mundt** said there is no match required. This is merely just to make sure that we’re in compliance with our own ordinances.

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Commissioner Johnson made a motion, seconded by Commissioner Markley, to approve.
Roll call was taken and there were five “Ayes,” Walters, Johnson, Kane, Bynum, Markley.

Chairman Markley adjourned the meeting at 5:15 p.m.

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