

**WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING**  
**Wednesday, February 1, 2023 - 2:00pm – 3:30pm (Remote)**

**Members in Attendance:**

Supervisor Diane O’Connell (Ann Arbor Township); Trustee Linda Adams (Augusta Township) Council Member Janet Dillion (City of Saline); Heather Jarrell Roe (Clerk, Ypsilanti Township); Mayor Nicole Brown McGee (City of Ypsilanti); Council Member Chris Watson (City of Ann Arbor); Michelle Aniol (Community Development Manager, City of Dexter); Supervisor Ken Schwartz (Superior Township); Jessica West (Director of Community Development, Pittsfield Township)

**Members Absent:** Supervisor Diane Ratkovich (Dexter Township); Supervisor Duane Luick (Lima Township); Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Gary Whittaker (Salem Township); Supervisor Jim Marion (Saline Township); Supervisor John Kingsley (Webster Township); Supervisor Ken Dignan (Northfield Township); Supervisor Ronald Milkey (Manchester Township); Supervisor Will Hathaway (Scio Township); Trustee Sandie Schulze (Sylvan Township); Supervisor Charles Tellas (York Township).

**Facilitator:** Commissioner Justin Hodge

**OCED Staff Present:** Tara Cohen, Jasmyne Townsend, and Karen Newman

**I. Roll Call**

Pursuant to [MCL 15.263 Sec.3](#), Cohen took roll call during which each member stated their name and physical location (I.e. City or Township, Washtenaw County, State of Michigan).

Dillon: Participating remotely from City of Saline, Washtenaw County

Adams: Participating remotely from Augusta Township, Washtenaw County

Jarrell Roe: Participating Remotely from Ypsilanti Township, Washtenaw County

O’Connell: Participating remotely from Ann Arbor Township, Washtenaw County

Brown McGee: Participating remotely from City of Ypsilanti, Washtenaw County

West: Participating remotely from Pittsfield Township, Washtenaw County

Watson: Participating remotely from City of Ann Arbor, Washtenaw County

Aniol: Participating remotely from City of Dexter, Washtenaw County

Ken Schwartz joined shortly after roll call – participating remotely from Superior Township, Washtenaw County. He left for an emergency at 2:18pm and returned again around 2:30pm.

**Facilitator:** Commissioner Justin Hodge

**OCED Staff Present:** Tara Cohen, Jasmyne Townsend, and Karen Newman

**Members of Public Present:** Amy Krieg (Habitat for Humanity), Scott Parker (Avalon Housing), Wendy Carty-Saxon (Avalon Housing)

**I. Public Comment Zoom link:**

<https://washtenawcounty.zoom.us/j/87514148686?pwd=QTFndWV6TkphL3g0R3hnV2FSVXpEdz09>

Passcode: 036269 Telephone: US: +1 470 381 2552 or +1 267 831 0333 or +1 301 715 8592 or +1 312 626 6799 Webinar ID: 875 1414 8686

## II. Announcements from Members and/or Staff

- A. Warming Centers - Jasmyne Townsend provided a brief update on the following:
- I. Daytime warming shelter (Ypsilanti): at Ypsilanti Freighthouse, 100 Market Place, Nov. 7 – March 31, 2023 Monday through Thurs (8am-6pm). Operating hours will be extended to 7pm beginning February 6, 2023.
  - II. Daytime warming shelter (Ann Arbor):
    - a. First Baptist Church, 517 E. Washington St., Ann Arbor, January 2 – February 3, 2023
    - b. First Congressional Church (M, W, Fri), 608 E. Williams St, Ann Arbor, February 4, 2023 – February 28, 2023
    - c. St. Mary's Student Parish (Tu+Thu), 331 Thompson St. Ann Arbor, February 4, 2023 – February 28, 2023
  - III. Winter overnight shelter for individuals: Delonis Center (weekends only) and partnering Congregations, Nov. 7, 2022 – March 31, 2023 pending weather conditions
- B. Washtenaw County Health Newsletter – Ms. Townsend shared on behalf of County Health Officer Jimena Loveluck, encouraging everyone to subscribe to their newsletter [here](#) and share widely.
- C. Member Announcements (All) – None.
- I. Ms. Cohen stated that the new Air Conditioner Replacement Program (under OCED's Single Family Rehab Program) will open its waitlist on Tuesday Feb. 21. and more details will be shared by email before end of the week. She reminded the group that a doctor's note showing medical need is one of the eligibility requirements for this new program.

## III. Minutes

### A. 01-11-2023 Meeting Minutes – Review & Approval (**ACTION**)

A few corrections were made to the January minutes, specifically to remove City of Saline from the list of those absent, and to remove reference to designees no longer on the UCEC (Elizabeth Nelson and Mike Greene).

*Moved by Jarrell Roe. Support by Adams.*

ROLL CALL:

Dillon: Yes

Adams: Yes

Jarrell Roe: Yes

O'Connell: Yes

Brown McGee: Yes

West: Yes

Watson: Yes

Aniol: Yes

Ayes – 8; Nays – 0; **Motion carried.**

## IV. General Administration

- A. HOME-ARP Allocation Plan – Public Hearing, February 22, 2023 (Tara Cohen, OCED)  
Ms. Cohen gave a brief overview of the HOME-ARP funding allocated by HUD to the Urban County, eligible activities, and upcoming public participation opportunities. She noted that the final HOME-ARP Allocation Plan will be submitted to HUD by the deadline of March 31, 2023 as a substantial amendment to the 2021 Annual Action Plan.
- B. Homelessness/Continuum of Care Updates (Morghan Boydston, OCED)  
OCED Human Services Manager Morghan Boydston gave a presentation titled *Homelessness Data at a Glance* to explain recent trends in the County's homelessness system, including the current crisis for families needing shelter and the County's response to the crisis. More information is found in the power point slides included in the [meeting packet](#) starting on page 12.

- . Administrative Updates to Planned Activities Tables (Tara Cohen, OCED)  
Ms. Cohen reviewed a number of minor changes made to the 2019 and 2021 planned activities tables, including minor re-allocations of 2021 CDBG and HOME funds and 2019 CDBG-CV Round 1 funds (COVID related CDBG).
- A. Assessment of Fair Housing Subcommittee (Jasmyne Townsend, OCED)
  - I. Housing and Neighborhood Survey: Preliminary Analysis  
Ms. Townsend presented preliminary findings from the recently administered Housing & Neighborhood Survey, noting a total of 540 respondents, with the majority in English (494) and smaller numbers from the Spanish survey (38) and Arabic (8). No responses were received on the Somali survey. A more comprehensive summary of survey results are forthcoming and will be incorporated into the Draft Consolidated Plan, Action Plan, and updated Assessment of Fair Housing Plan.
- B. 2023 CDBG Project Applications available [here](#) – Due Feb. 28th (Jasmyne Townsend, OCED)  
Ms. Townsend reminded members to submit their 2023 CDBG project applications by the Feb. 28 deadline and encouraged them to reach out to her or Ms. Cohen with any questions prior to the deadline. She mentioned that a “Short Form” project application is available for those who are building up funds over multiple years in accordance with UCEC policy.
- C. 2023-27 Five-Year Consolidated Plan / 2023 Annual Action Plan Timeline Overview (Jasmyne Townsend, OCED)  
Ms. Townsend briefly reviewed key dates coming up in the timeline for the Five-Year Consolidated Plan and 2023 Action Plan as follows:
  - Feb. 28, 2023: 2023 CDBG Project Application Forms are due
  - March 22, 2023: OCED shares RFP #8412 Affordable Housing/HOME funding recommendations
  - March 31, 2023: Draft 2023-2027 Five-Year Consolidated Plan & 2023 Action Plan available for review
  - April 2023: 30-day public comment period / Public hearings on Draft Plan
  - May 2023: Approval of Final Plan by Urban County and Board of Commissioners (subject to delay based on HUD timing)

**V. General Updates - Member Announcements**

Commissioner Hodge announced that the Board of Commissioners would be having their Working Session at 5:30pm and regular Board meeting at 7pm, noting a few topics to be discussed including a final reading on a Reparations Advisory Committee for Washtenaw County.

**VI. Public Comment** – See II. above for Zoom details. – None.

**VII. Adjournment**

Brown McGee moved to adjourn. Support from Adams.

**Motion carried unanimously.**

Adjourned: 2:57pm

**Next Meeting: Wednesday, March 22, 2023, 2:00 – 3:30pm, Location: Remote (Zoom)**