

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday, October 8, 2020
Community Action Agency
Escanaba MI
1:00 p.m.

MINUTES

The meeting was called to order at 12:51pm and a quorum noted with the following in attendance:

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Peter Thoune, Menominee
Dave Rivard, Delta
Ken Penokie, Delta
Mia Smith, Menominee
Susan Kleikamp, Menominee
John Stapleton, Schoolcraft
Bernie Lang, Menominee
Karen Wigand, Delta
Katherine Jinkerson, Menominee

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Shanna Hammond, HR Director
Kris Thibeault, Finance Director
Sally Kidd, Senior Services Director
Dianne Gartland, Admin Assistant
Peggy Ramsden, FGP Director
Myra Smeester, HS/EHS Director
Naomi Fletcher, Weatherization Director

MEMBERS EXCUSED

Edie Erickson
Geri Alanko
Myra Croasdell
Penny Carlson

MEMBERS ABSENT

Paul Welch
Craig Reiter

APPROVAL OF SEPTEMBER 10, 2020 GOVERNING BOARD MINUTES

Members received a draft of the September 10, 2020 Governing Board minutes and **they were approved with a motion from Dave Rivard, seconded by Susan Kleikamp; Motion Carried.**

FINANCE COMMITTEE REPORT

The chair called on the Finance Committee who reported that the Finance Committee met, reviewed and approved the August 2020 HRA Accounts Payable Schedule. **This was approved with a motion from Dave Rivard, seconded by Mia Smith; Motion Carried.**

APPROVAL OF GOVERNING BOARD REPRESENTATIVE JOHN STAPLETON

John Stapleton agreed to stay another term on the Governing Board representing the Private Sector in Schoolcraft County. **A motion was made by Dave Rivard to accept John Stapleton's term in the private sector of Schoolcraft County, seconded by Mia Smith; Motion Carried.**

ACCEPTANCE OF THE PROGRAM MONTHLY REPORTS

Members received copies of the following program monthly reports for their review. **A motion was made by Dave Rivard to accept the reports as presented and seconded by Susan Kleikamp; Motion Carried.**

- Weatherization by the Numbers as of 9/28/2020
- CARES Act Funding Breakdown by Client
- CARES Act Emergency Services
- CARES Act Water & Plumbing Repair
- Senior Services Board Report through August 2020

ACCEPTANCE OF THE ADVISORY COMMITTEE MINUTES

Members received copies of the following Advisory Committee minutes for their review. **A motion was made to accept the minutes as presented by Dave Rivard, seconded by Jennifer MacDonald; Motion Carried.**

- FGP Menominee County 08/18/2020 AC minutes
- SCP Menominee County 09/17/2020 AC minutes

ACCEPTANCE OF THE MICHIGAN PERSONAL PROTECTIVE EQUIPMENT AWARD GRANT

The Board called on Sally Kidd for more information. **A motion was made to accept the Michigan Personal Protective Equipment Award Grant as presented by Dave Rivard, seconded by Susan Kleikamp; Motion Carried.**

APPROVAL OF THE POLICY FOR SOLE SOURCE PURCHASING DURING A STATE OF EMERGENCY

Members received a copy of the Policy for Sole Source Purchasing during a State of Emergency for their review. **A motion was made to accept the recommendation of the Finance Committee to accept the policy as presented with the additional language added stating that the Finance Committee will be notified of any purchases at their next regularly scheduled finance meeting by Peter Thoun, seconded by Ken Penokie; Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported all 3 Senior Volunteer Programs were given their State grants for the new fiscal year. Our Senior Services continue to provide home delivered meals, drive through meals, medical transportation, adult day services for 3-4 people, in home personal care services, and homemaker aid services. Weatherization is back in the field. We are working with the City of Menominee to pay past due water bills. Our agency also has CARES funds for other utilities, hotel stays, and emergency needs of clients. These funds only go until 12-30-2020. Our homeless services have been active. Hope at the Inn will be starting later than normal and ending early in the year. HATI is having trouble finding

churches and volunteers to man the shelter nights. **A motion was made to accept her report as presented by David Rivard and seconded by Susan Kleikamp; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

There were no public comments made.

ADJOURNMENT

A motion to adjourn was made by Dave Rivard, supported by Mia Smith; Motion carried.

Meeting adjourned at 1:05 pm. Next meeting is scheduled for 11/12/2020.