

Menominee-Delta-Schoolcraft  
**HUMAN RESOURCES AUTHORITY**  
Governing Board Teleconference Meeting  
Thursday, April 9, 2020  
Community Action Agency  
Escanaba MI  
1:00 p.m.

**MINUTES**

The teleconference meeting was called to order at 12:53 pm and a quorum noted with the following in attendance:

**MEMBERS PRESENT**

Jennifer MacDonald, Menominee  
Ken Penokie, Delta  
Dave Rivard, Delta  
Mia Smith, Menominee  
Geri Alanko, Delta  
John Stapleton, Schoolcraft  
Tom Lippens, Delta  
Bernie Lang, Menominee  
Karen Wigand, Delta  
Katherine Jinkerson, Menominee  
Craig Reiter, Schoolcraft  
Myra Croasdell, Delta  
Penny Carson, Schoolcraft  
Susan Kleikamp, Menominee  
Peter Thoune, Menominee

**OTHERS PRESENT**

Julie Moberg, Executive Director  
Connie Maule, SCP Director  
Shanna Hammond, HR Director  
Kris Thibeault, Finance Director  
Lori Giuliani, RSVP Director  
Dianne Gartland, Administrative Assistant  
Sally Kidd, Senior Services Director  
Myra Smeester, HS/EHS Director  
Angie Gardner, HS/EHS  
Peggy Ramsden, FGP Director

**MEMBERS EXCUSED**

**MEMBERS ABSENT**

Edie Erickson

**APPROVAL OF MARCH 12, 2020 GOVERNING BOARD MINUTES**

Members received a draft of the March 12, 2020 Governing Board minutes and **they were approved with a motion from Dave Rivard, seconded by Penny Carlson; Motion Carried.**

**FINANCE COMMITTEE REPORT**

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

**APPROVAL OF THE UPDATED PANDEMIC PROCEDURE**

All members received a copy of the MDS CAA updated pandemic procedure for their review. **A motion was made by Mia Smith, seconded by Susan Kleikamp to accept the updated Pandemic Procedure with changes to the temperature to be 100 as discussed; Motion Carried.**

## **APPROVAL OF THE COVID-19 EMERGENCY RESPONSE POLICY**

All members received a copy of the Covid-19 Emergency Response policy for their review. **A motion was made by Craig Reiter, seconded by Dave Rivard to accept the policy as presented. Motion Carried.**

## **UPDATE ON THE EXECUTIVE COMMITTEE VOTE ON EMPLOYEE HAZARD PAY**

Julie Moberg address the Governing Board regarding a vote by the Executive Committee to grant temporary Hazard Pay of \$2.00 per hour to Kitchen Workers, Meal Drivers and Personal Care Aides, Homeless Specialist, and a few misc. other positions that are still working during this pandemic. **A motion was made by Dave Rivard to uphold the Executive Committee's decision to grant temporary hazard pay, seconded by Penny Carlson. Motion carried by unanimous vote.**

## **ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT**

The Board called on Julie Moberg for her report. Julie reported that Senior Services has 10 Personal Care Aides working to take care of clients. There are no Homemaker Aides working at this time. The Adult Day Care Center is temporarily closed. Congregate and home delivered meals are still occurring for our senior population. Nutrition will be receiving funds if our demand for meals increases. Homeless Services continues to work with hotels to put people up for 2 weeks at a time with extensions available. The Senior Companion Program has 5 volunteers that are shopping for the homebound. Weatherization will not be allowed any face to face visits until June 1<sup>st</sup>. They are busy doing online trainings, working on grant reports and other requirements necessary for their program. We are looking at the new small business loans and employee tax credits and whether we should apply for them. Program revenue will be changing over the next few months. We will be getting some new money through grants. We will be receiving a new CSBG CARES grant to apply towards local emergency needs. **A motion was made to accept the report as presented by Dave Rivard and seconded by Katherine Jinkerson; Motion Carried.**

## **OTHER BUSINESS**

Ken Penokie indicated that Legal Services of Northern Michigan is still open for intakes in the morning. Clients must call first to arrange an appointment.

## **PUBLIC COMMENT**

Karen Wigand wanted to extend a thank you to Julie and all of her staff for all they are doing to keep the community going during these difficult times.

## **ADJOURNMENT**

**A motion to adjourn was made by Bernie Lang, supported by Geri Alanko; Motion carried.**

**Meeting adjourned at 1:16 pm. Next meeting is scheduled May 14, 2020 at 12:30 pm.**