

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Teleconference Meeting
Thursday, May 14, 2020
Community Action Agency
Escanaba MI
12:30 p.m.

MINUTES

The teleconference meeting was called to order at 1:33 pm and the following were in attendance:

MEMBERS PRESENT

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

MEMBERS EXCUSED

Edie Erickson

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Lori Giuliani, RSVP Director
Kris Thibeault, Finance Director
Dianne Gartland, Admin Assistant
Naomi Fletcher, Weatherization Director
Pat Royer, Nutrition Manager
Myra Smeester, HS/EHS Director
Peggy Ramsden, FGP Director
Brandy Olson, Anderson, Tackman & Co
Shanna Hammond, HR Director

MEMBERS ABSENT

Paul Welch
Craig Reiter

APPROVAL OF APRIL 9, 2020 GOVERNING BOARD MINUTES

Members received a draft of the April 9, 2020 Governing Board minutes and **they were approved with a motion from Dave Rivard, seconded by Susan Kleikamp; Motion Carried.**

PRESENTATION OF THE AUDIT FOR FISCAL YEAR ENDING 9/30/2019

The chair called on Brandy Olson from Anderson, Tackman & Co to present the audit report for the fiscal year ending 9/30/19. **A motion was made by Dave Rivard, seconded by Tom Lippens to accept the audit as presented; Motion Carried.**

FINANCE COMMITTEE REPORT

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

APPROVAL OF THE UPDATED PANDEMIC/EPIDEMIC RESPONSE POLICY

All members received a copy of the MDS CAA updated pandemic policy for their review. **A motion was made by Dave Rivard, seconded by Bernie Lang to accept the updated Pandemic/Epidemic policy as presented; Motion Carried.**

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Member received copies of the following program monthly reports for their review.

- Feb/March 2020 FGP Monthly Report
- March/April 2020 SCP Report Summary
- Weatherization –Housing Rehab-Lead Abatement April 2020 Report
- DOE Calculations PY 19
- March 2020 Senior Services Report
- Jan/Feb 2020 RSVP Monthly Report
- April 2020 Homeless Services Report

A motion was made to accept the reports as presented by Katherine Jinkerson, seconded by Dave Rivard; Motion Carried.

ACCEPTANCE OF ADVISORY COMMITTEE MINUTES

Members received copies of the following Advisory committee minutes for their review.

- FGP Schoolcraft Co February 2020 AC Minutes
- FGP Delta Co AC March 2020 Minutes
- Senior Services Delta Co AC January 2020

A motion was made to accept the reports as presented by Dave Rivard, seconded by Geri Alanko; Motion Carried.

AUTHORIZATION TO APPLY FOR UPCAP AAA GRANTS FOR 2021

The chair called on Julie Moberg for more information. Julie indicated that the agency needs board approval to apply for UPCAP's AAA Grants. **A motion was made to allow the agency to apply for the UPCAP AAA Grants by Peter Thoune, seconded by Susan Kleikamp; Motion Carried.**

SHORT PROGRAM UPDATES FROM STAFF

Program updates were presented to Board Members by the following Program Directors: Connie Maule (SCP Director), Naomi Fletcher (Weatherization Director), Pat Royer (Nutrition Manager), Peggy Ramsden (FGP Director), Lori Giuliani (RSVP Director), and Julie Moberg.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that the agency has completed the CSBG CARES grant. This money will be used for emergency services for people that are at 200% of poverty or below. Our heat assistance is done for the year. We have used up our Walk for Warmth funds for this heating season. We continue to provide personal care services to about 10 clients. Our nutrition area is seeing an increase in service requests with many now requesting meals delivered to the home. Our food costs are seeing an increase due to the rising food costs in the market. The Homeless Program continues to be a busy area. Matalyn has put up 27 people in hotels in the month of April. We are working to partner with Public Health and the Emergency Manager in serving the homeless populations. We expect to receive additional funds in this area as well, to support the idea of quarantining a homeless person who is covid-19 positive. We are also working to partner on a FEMA grant to shelter the homeless who are sick.

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

Penny Carlson and Karen Wigand both thanked the staff for all they are doing during these difficult times.

ADJOURNMENT

A motion to adjourn was made by Dave Rivard, supported by Penny Carlson; Motion Carried.

The meeting was over at 2:02 pm.

Next meeting is scheduled for July 16, 2020 at 12:30 pm.