

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday, October 10, 2019
Community Action Agency
Escanaba MI
12:30 p.m.

MINUTES

The meeting was called to order at 12:59 pm and a quorum noted with the following in attendance:

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Peter Thoune, Menominee
Dave Rivard, Delta
Ken Penokie, Delta
Geri Alanko, Delta
Susan Kleikamp, Menominee
Edie Erickson, Schoolcraft
Bernie Lang, Menominee
Karen Wigand, Delta
Katherine Jinkerson, Menominee
Omer Doran, Schoolcraft
Penny Carlson, Schoolcraft

OTHERS PRESENT

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

MEMBERS EXCUSED

Tom Lippens
Craig Reiter
John Stapleton
Mia Smith
Rachel Duchaine
Myra Croasdell

MEMBERS ABSENT

APPROVAL OF SEPTEMBER 12, 2019 GOVERNING BOARD MINUTES

Members received a draft of the September 12, 2019 Governing Board minutes and **they were approved with a motion from Katherine Jinkerson, seconded by Geri Alanko; Motion Carried.**

FINANCE COMMITTEE REPORT

The chair called on the Finance Committee who reported that the Finance Committee met, reviewed and approved the August 2019 HRA Accounts Payable Schedule. **This was approved with a motion from Dave Rivard, seconded by Jennifer MacDonald; Motion Carried.**

APPROVAL OF THE MEAP APPLICATION FOR FY 2020 AND FY 2021

All members received a copy of the MEAP application for the FY 2020 and FY 2021 for their review. **A motion was made to approve the MEAP application for the FY 2020 and FY2021 by Ken Penokie, seconded by Peter Thoune; 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 Peter Thoune to accept the reports as presented and seconded by Katherine Jinkerson; Motion Carried.**

- RSVP June/July 2019 Program Report
- Senior Companions August/September Program Report

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 Susan Kleikamp, seconded by Geri Alanko; Motion carried.**

- Delta County Senior Companion Program 9/19/19 AC Minutes
- Foster Grandparent Program Schoolcraft 8/2/19 AC Minutes
- Menominee Foster Grandparent Program 7/16/19 AC Minutes
- Menominee County Senior Center 9-18-19 AC Minutes

ACCEPTANCE OF THE FY 2019 ORGANIZATIONAL STANDARDS MONITORING REPORT

All members received a copy of the FY 2019 Organizational Standards Monitoring Report for their review. **A motion was made to accept and place on file the FY 2019 Organizational Standards Monitoring Report by Ken Penokie, seconded by Jennifer MacDonald; Motion Carried.**

ACCEPTANCE OF THE FY 2019 PROGRAMMATIC MONITORING REPORT

All members received a copy of the FY 2019 Programmatic Monitoring Report for their review. Accommodation was made by the Board to the staff responsible for these monitoring reports. **A motion was made to accept the FY 2019 Programmatic Monitoring Report by Peter Thoune, seconded by Dave Rivard; Motion Carried**

APPROVAL OF THE NEW CAA/HRA AGENCY LOGO

This was tabled until the November Board Meeting to allow the Logo Committee time to make the changes suggested by the Board, along with an approximate cost to purchase new signage for the building.

DISCUSSION OF STRATEGIC PLAN PROCESS

The chair called on Julie Moberg for more information. Julie explained that we have almost completely met our goals in our current Strategic Plan. She invited all Board Members and Staff

to participate in the Strategic Plan review. A meeting will be scheduled in January to begin this process.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that with the changes to the Heat Assistance Grants we will only be able to help approximately 30 – 40 people this year. Senior Services will be helping seniors navigate the Medicare System. RSVP's Reading Buddies is up and running. The Weatherization Program met their program goals for the number of clients served in 2019. All of our grants have been renewed for the new fiscal year. **A motion was made to accept her report as presented by Ken Penokie and seconded by Katherine Jinkerson; Motion Carried.**

OTHER BUSINESS

Penny Carlson suggested that we put a sign in the DHHS Office in Schoolcraft County regarding our Client Services hours. Peter Thoune stated that we shouldn't be sending paperwork out with our Tax ID number on it.

PUBLIC COMMENT

There were no public comments made.

ADJOURNMENT

A motion to adjourn was made by Peter Thoune, supported by Dave Rivard; Motion carried.

Meeting adjourned at 1:27 pm.