

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Annual Meeting
Thursday July 25, 2024
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:34 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Craig Reiter, Schoolcraft
Susan Kleikamp, Menominee
Connie Maule, Menominee
John Stapleton, Schoolcraft
Marie Whitmire, Menominee
Robin Double, Schoolcraft
John Malnar, Delta
Myra Croasdell, Delta
Mary Lu Gaudette, Delta
Michael Peitsch, Schoolcraft
Fran Majestic, Schoolcraft
Patricia Mueller, Menominee

OTHERS PRESENT

Gary Willoughby, Executive Director
Alexandria Kleikamp, Admin Assistant
Jessica Grenfell, Finance Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director
Lannie Berg, Welcome Newborns
Hannah Micheau, Emergency Services
Peggy Ramsden, FGP Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Linda Paulin, SCP Director
Myra Smeester, HS/EHS Director
Kristie Stenlund, Sr Services Director

MEMBERS ABSENT

Jeff Waeghe, Delta
Mia Smith, Menominee
Jessica Flory-Whitmer

PRESENT BY ZOOM

Kristyn Coppock, Delta

APPROVAL OF THE AGENDA

A motion was made to accept the agenda as presented by Marie Whitmire, seconded by John Stapleton; Motion Carried.

APPROVAL OF THE CONSENT AGENDA

Members received copies of the following items for their review. The Consent Agenda was approved with a motion from **Connie Maule, seconded by Patricia Mueller; Motion Carried.**

- May 23, 2024 Governing Board Minutes
- U.P. CAA Suggested Donations of Meals on Wheels Increase
- Myra Smeester Title Change to Deputy Director
- By-Law's updated 07/09/24

- April 2024 and May 2024 HRA Accounts Payable Schedule
- Program Monthly Reports
 - FGP May 2024 Stats Summary
 - RSVP May 2024 Monthly Report
 - SCP May 2024 Report
 - Senior Services April and May 2024 Board Report
 - WX by the Numbers as of 07/17/2024
 - Homeless Services 10/01/2023 – 07/01/2024
 - Water Affordability Program as of 07/16/2024

APPROVAL TO APPLY FOR THE WELCOME NEWBORNS GRANT FOR DELTA AND SCHOOLCRAFT COUNTY

All members received a copy of the Welcome Newborns Grant proposal for Delta and Schoolcraft County for their review. The chair called on Myra Smeester for more information. **A motion was made by Patricia Mueller to approve the Welcome Newborns Grant proposal for Delta and Schoolcraft County as presented, seconded by Jennifer MacDonald; Motion Carried.**

APPROVAL OF THE FY2025 MDSCAA GRANTS

All members received a copy of the FY2025 MDSCAA Grants for their review. The Chair then called on Gary Willoughby for more information. **A motion was made by Marie Whitmire to approve the FY2025 MDSCAA Grants as presented, seconded by Susan Kleikamp; Motion Carried.**

APPROVAL OF THE FOIA POLICIES

All members received a copy of the FOIA Policies for their review. The Chair then called on Gary Willoughby for more information. **A motion was made by John Stapleton to approve the FOIA Policies as presented, seconded by Fran Majestic; Motion Carried.**

ACCEPTANCE OF THE EXECUTIVE DIRECTOR'S REPORT

The Board called on Gary Willoughby for his report. Gary reported that the staff and volunteers at MDSCAA have been extremely welcoming as he tries to get up to speed as quickly as possible. Gary is planning to visit each and every MDSCAA/HRA location by the end of the summer in all 3 counties, plus potentially have some ride-a longs on our Menominee transportation buses, and home delivered meal routes to meet as many of the staff as possible and to gain a better understanding of all the work we do in the community. This will also include a Weatherization home visit in one of the five counties where we do that work. As we explore Strategic Planning in the future, the staff and board discussions, facility tours, meeting with community leaders and with our clients will be helpful in developing a complete picture of the path we take in the future to better serve our communities. **A motion was made to accept his report as presented by Myra Croasdell and seconded by Susan Kleikamp; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

John Stapleton mentioned the press release that was in the Daily Press announcing Gary Willoughby as our new Executive Director to make sure everyone saw it.

Craig Reiter thanked Gary Willoughby for getting out into the community and putting in effort for the Agency since he has started as the Executive Director.

John Malnar let the Board know that he was working on getting a grant for the Gladstone Senior Center. As long as the grant is not vetoed by the Governor, the Gladstone Senior Center will be getting updates to the building with the grant money.

ADJOURNMENT

A motion to adjourn was made by John Stapleton, supported by John Malnar; Motion carried.

Meeting adjourned at 10:52 am. Next meeting is scheduled Sept 26, 2024 at 10:00 am ET.