

Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Meeting
Thursday January 23, 2025
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:00 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Myra Croasdell, Delta
Fran Majestic, Schoolcraft
Susan Kleikamp, Menominee
Patricia Mueller, Menominee
Connie Maule, Menominee
Marie Whitmire, Menominee
Robin Double, Schoolcraft
Michael Peitsch, Schoolcraft
Craig Reiter, Schoolcraft
John Malnar, Delta
John Stapleton, Schoolcraft
Mia Smith, Menominee
Jennifer MacDonald, Menominee
Kasey Buchmiller, Delta

MEMBERS ABSENT

Jeff Waeghe, Delta

APPROVAL OF AGENDA

A motion was made by Susan Kleikamp to approve the agenda as presented seconded by Fran Majestic; 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 Myra Croasdell, seconded by Jennifer MacDonald; Motion Carried.**

- November 21, 2024 Governing Board Minutes
- October 2024 CAA Accounts Payable Schedule
- November 2024 CAA Accounts Payable Schedule
- Policy Council October 2024 Minutes

OTHERS PRESENT

Gary Willoughby, Executive Director
Alexandria Kleikamp, Admin Assistant
Myra Smeester, HS/EHS Director
Helen Corbett, HR Director
Hannah Micheau, Emergency Services
Linda Paulin, SCP Director
Stephanie Sanville, Finance Director
Kristie Stenlund, Sr Services Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Hannah Micheau, Emergency Services
Jeff Carlson, Menominee

OTHERS ABSENT

Peggy Ramsden, FGP Director
Lori Giuliani, RSVP Director

ACCEPTANCE OF SARA RASENACK TO THE DELTA COUNTY CONSUMER SECTOR OF THE GOVERNING BOARD

A motion was made by Myra Croasdell, to accept the appointment of Sara Rasenack to represent the Delta County Consumer Sector of the Governing Board replacing Kristyn Coppock, seconded by Marie Whitmire; Motion Carried.

ACCEPTANCE OF THE RESIGNATION OF PATRICIA MUELLER FROM THE MENOMINEE COUNTY ELECTED SECTOR AND MOVE TO THE MENOMINEE COUNTY CONSUMER SECTOR OF THE GOVERNING BOARD

A motion was made by Marie Whitmire to accept Patricia Mueller's resignation from the Menominee County Elected Sector and accept her appointment to the Menominee County Consumer Sector of the Governing Board, seconded by Susan Kleikamp; Motion Carried.

ACCEPTANCE OF JESSICA BAKER TO THE SCHOOLCRAFT COUNTY CONSUMER SECTOR OF THE GOVERNING BOARD

A motion was made by John Stapleton, to accept the appointment of Jessica Baker to the Schoolcraft County Consumer Sector as recommended by the Nominating Committee, seconded by Patricia Mueller; Motion Carried.

ACCEPTANCE OF JEFF CARLSON TO THE MENOMINEE COUNTY ELECTED SECTOR OF THE GOVERNING BOARD

A motion was made by Patricia Mueller, to accept the appointment of Jeff Carlson to represent the Elected Sector of the Menominee County Governing Board replacing Patricia Mueller, seconded by Marie Whitmire; Motion Carried.

APPROVAL OF THE RISK FACTOR SHEET UPDATES

The Chair called on Myra Smeester for more information. A motion was made by Marie Whitmire, to approve the Risk Factor Sheet Update as presented, seconded by Patricia Mueller; Motion Carried.

APPROVAL OF THE FY25 BUDGET REVISION

The Chair called on Myra Smeester for more information. A motion was made by Michael Peitsch, to approve the FY25 Budget Revision as presented, seconded by Myra Croasdell; Motion Carried.

FY25 BUDGET REVISION TO PURCHASE A VEHICLE

A second motion was made by Connie Maule to approve the Early Childhood Program to purchase a vehicle up to \$30,000, seconded by Myra Croasdell; Motion Carried.

APPROVAL OF THE CHANGE IN SCOPE APPLICATION

The Chair called on Myra Smeester for more information. **A motion was made by Mia Smith, to approve the Change in Scope Application as presented, seconded by Marie Whitmire; Motion Carried.**

APPROVAL OF THE UP PERINATAL GRANT

The Chair called on Myra Smeester for more information. Myra informed the members that they had applied for the UP Perinatal Grant and were originally asking for approval. However, Myra found out that they did not receive the UP Perinatal Grant due to a high number of applicants. A motion for the UP Perinatal Grant is no longer needed.

APPROVAL OF THE MDSCAA EARLY CHILDHOOD PROGRAM SUSPENSION AND EXPULSION POLICY

The Chair called on Myra Smeester for more information. **A motion was made by Marie Whitmire, to approve the MDSCAA Early Childhood Program Suspension and Expulsion Policy as presented, seconded by Mia Smith; Motion Carried.**

ACCEPTANCE OF ECP DIRECTOR'S REPORT

The Chair called on Myra Smeester for her report. **A motion was made by Myra Croasdell, to accept the ECP Director's report as presented, seconded by Marie Whitmire; Motion Carried.**

OTHER BUSINESS

Connie Maule asked Myra Smeester if there was any update on what we are doing with the Hermansville Head Start building. Myra informed Connie and the rest of the members that they are not allowed to rent or lease the building out so they are still looking into what would be best for the agency/what we can do with it. Myra will share more information with the board when she receives it.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

No board comments were made.

ADJOURNMENT

A motion to adjourn was made by Mia Smith supported by Patricia Mueller; Motion carried.

Meeting adjourned at 10:50 am ET

Next meeting is scheduled March 27, 2025 at 10:00 am ET