

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday October 24, 2024
ISD Building
1201 41st Ave, Menominee
12:00 p.m. ET

MINUTES

The meeting was called to order at 12:54 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

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

OTHERS PRESENT

Gary Willoughby, Executive Director
Alexandria Kleikamp, Admin Assistant
Myra Smeester, HS/EHS Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director
Linda Paulin, SCP Director
Hannah Micheau, Emergency Services
Kristie Stenlund, Sr Services Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services

MEMBERS ABSENT

Myra Croasdell, Delta
Jeff Waeghe, Delta
Connie Maule, Menominee

OTHERS ABSENT

Peggy Ramsden, FGP Director

APPROVAL OF AGENDA

A motion was made by John Malnar to approve the agenda as presented seconded by Marie Whitmire; 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 Patricia Mueller, seconded by John Malnar; Motion Carried.

- September 26, 2024 Governing Board Minutes
- August 2024 HRA Accounts Payable Schedule
- Program Monthly Reports
 - RSVP August 2024 Monthly Report
 - Senior Services September 2024 Board Report
 - WX by the Numbers as of 10/14/2024
 - Homeless Services 10/01/2023 – 10/01/2024

- Water Affordability Program as of 10/10/2024
- Walk for Warmth Program as of 10/10/2024

ACCEPTANCE OF THE 2025 CAA BOARD MEETING SCHEDULE

All members received a copy of the 2025 CAA Governing Board meeting schedule for their review. **A motion was made by Mia Smith to accept 2025 CAA Governing Board Meeting Schedule as presented, seconded by Jennifer MacDonald; Motion Carried.**

ACCEPTANCE OF THE RESIGNATION OF KRISTYN COPPOCK

The board accepted Kristyn Coppock's resignation from the board with regrets **by a motion from Jennifer MacDonald and seconded by Marie Whitmire; Motion Carried.**

APPROVAL OF KASEY BUCHMILLER TO THE DELTA COUNTY CONSUMER SECTOR

The board has approved Kasey Buchmiller as recommended by the Nominating Committee to join the Delta County Consumer Sector **by a motion from Susan Kleikamp and seconded by Marie Whitmire; Motion Carried.**

ACCEPTANCE OF THE FY24 PROGRAM COMPLIANCE MONITORING MVID 3109

All members received a copy of the FY24 Program Compliance Monitoring MVID 3109 for their review. The chair called on Gary Willoughby for more information. **A motion was made by John Stapleton to approve the FY24 Program Compliance Monitoring MVID 3109 as presented, seconded by John Malnar; Motion Carried.**

ACCEPTANCE OF THE FY24 PROGRAM COMPLIANCE MONITORING MVID 3228

All members received a copy of the FY24 Program Compliance Monitoring MVID 3228 for their review. The chair called on Gary Willoughby for more information. **A motion was made by Jennifer MacDonald to approve the FY24 Program Compliance Monitoring MVID 3228 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 Stephanie Sanville joined us on Monday and had jumped in right away. Kris will be helping with training, while we also start the search for an Assistant Finance Director, with Jill scheduled to retire in the not-too-distant future. Maty and I went to Lansing for an Emergency Sheltering meeting that highlighted the state's goal of implementing more shelter deferral programs as funding has flattened. This means shelters should be only for those with no other viable options (short-term stay with a family member, couch surfing, etc.) The Agency hosted the other 5 CAA directors here yesterday for a 4-hour training session. We are here at the ISD to show what our future Senior Center may look like. As transportation grows, it could also serve as a base for us, along with providing flex office space and some storage for other departments to increase our presence in Menominee County. If anyone has time, we'd like to show off our potential future Head Start location nearby as well. We will be headed to the Germfask Town Council Meeting in early December to discuss our programs and our strategic plan which can include exploring the need for Head Start and/or Senior Nutrition programs for the Eastern half of the county. Homeless

Awareness Event at Bay College on Friday, November 22nd as part of National Homeless Awareness Month. Barbara Bellinger of TV6 to interview me on the 20th to help get the word out.

A motion was made to accept the Executive Director's report as presented by Patricia Mueller and seconded by Mia Smith; Motion Carried.

OTHER BUSINESS

- Introduction of our new Finance Director Stephanie Sanville
- Optional tour of Central School-after meeting

Gary Willoughby let the committee know that we have hired our new Finance Director Stephanie Sanville. Stephanie was not able to attend the meeting due to training with Kris Thibeault. Gary also informed the committee that interviews for the Assistant Finance Director will be starting soon.

Gary Willoughby let the committee know that there is an optional tour of the Central School that will be given by Steve the ISD Superintendent. If you would like to participate, please stick around after the meeting.

PUBLIC COMMENT

Kristie Stenlund let the board know that the senior services program purchased a new used transit bus from Altran in Munising for \$5,000.

BOARD COMMENT

No board comments were heard.

ADJOURNMENT

A motion to adjourn was made by Mia Smith, supported by Marie Whitmire; Motion carried.

Meeting adjourned at 1:25 pm ET.

Next meeting is scheduled November 21, 2024 at 10:00 am ET.