

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday April 27, 2023
Community Action Agency
Escanaba MI
10:00 am ET

MINUTES

The meeting was called to order at 10:26 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Craig Reiter, Schoolcraft
Mike Peitsch, Schoolcraft
Mary Lu Gaudette, Delta
Connie Maule, Menominee
Jennifer MacDonald, Menominee
Marie Whitmire, Menominee
Connie Westrich, Menominee
Susan Kleikamp, Menominee
John Stapleton, Schoolcraft
Myra Croasdell, Delta
Robert Peterson, Delta
Jessica Flory Whitmer, Schoolcraft
Victoria DeClaire, Delta
John Malnar, Schoolcraft

MEMBERS EXCUSED

Geri Alanko
Mia Smith
Jeff Waeghe

APPROVAL OF THE AGENDA

A motion was made to accept the agenda as presented by Connie Maule, seconded by Tori DeClaire; 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 Marie Whitmire, seconded by Myra Croasdell; Motion Carried.

- March 23, 2023 Governing Board Minutes
- February 2023 HRA Accounts Payable Schedule
- Program Monthly Reports

OTHERS PRESENT

Julie Moberg, Executive Director
Dianne Gartland, Admin Assistant

ATTENDING BY ZOOM

Kris Thibeault, Finance Director
Kristie Stenlund, Sr Services Director
Helen Corbett, HR Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Fran Majestic

MEMBERS ABSENT

- RSVP February-March 2023 Report
- FGP February 2023 Report & Stats Summary
- Weatherization By the Numbers as of 04/12/2023
- Homeless Services as of 04/01/2023
- Low Income Household Water Assistance Program as of 04/14/2023
- Walk for Warmth as of 04/14/2023

APPROVAL OF JOHN MALNAR TO THE DELTA COUNTY ELECTED SECTOR

A motion was made by Bob Petersen to approve John Malnar's application to the Delta County Elected Sector due to the inability to fill the Schoolcraft Elected seat, seconded by Mary Lu Gaudette; Motion Carried.

ACCEPTANCE OF THE 2021-2022 AGENCY ANNUAL REPORT

All members received a copy of the Agency's Annual Report for 2021/2022. a motion was made by Susan Kleikamp, to accept the 2021/2022 Agency Annual Report as presented, seconded by Mary Lu Gaudette; Motion Carried

REVIEW OF MDSCAA AGENCY MISSION STATEMENT

The Chair called on Julie Moberg for more information. A motion was made by Mary Lu Gaudette to add "in need" after people in the current statement seconded by Bob Petersen; Motion Carried.

ACCEPTANCE OF THE COMMUNITY SERVICES BLOCK GRANT CARES ANNUAL REPORT

All members received a copy of the Community Services Block Grant CARES Annual Report for their review. A motion was made by Jennifer MacDonald to accept the CARES Annual Report as presented, seconded by Connie Maule; Motion Carried.

ACCEPTANCE OF THE COMMUNITY SERVICES BLOCK GRANT ANNUAL REPORT

All members received a copy of the Community Services Block Grant Annual Report for their review. A motion was made by Mary Lu Gaudette, to accept the Community Services Block Grant Annual Report as presented, seconded by Marie Whitmire; Motion Carried.

ACCEPTANCE OF THE FY21/FY22 PROGRAM COMPLIANCE MONITORING REVIEW

All members received a copy of the FY21/FY22 Program Compliance Monitoring Review for their review. The Chair called on Julie Moberg for more information. A motion was made by Susan Kleikmap, to accept the FY21/FY22 Program Compliance Monitoring Review as presented, seconded by Marie Whitmire; Motion Carried.

ACCEPTANCE OF THE UPCAP MANISTIQUE SENIOR NUTRITION PROGRAM MONITORING REPORT AND RESPONSE

All members received a copy of MDSCAA's response to the UPCAP Manistique Senior Nutrition Program Monitoring Report and Response for their review. The Chair called on Kristie Stenlund for more information. **A motion was made by Connie Maule, to accept the report and response as presented, seconded by Mary Lu Gaudette; Motion Carried**

ACCEPTANCE OF THE FOOD INSPECTION REPORT – MANISTIQUE KITCHEN

All members received a copy of the LMAS District Health Department's inspection report for their review. The Chair called on Kristie Stenlund for more information. **A motion was made by John Stapleton, to accept the report as presented, seconded by Jennifer MacDonald; Motion Carried**

ACCEPTANCE OF THE FOOD INSPECTION REPORT – MENOMINEE KITCHEN REPORT AND RESPONSE

All members received a copy of MDSCAA's response to the Menominee Kitchen report and response for their review. The Chair called on Kristie Stenlund for more information. **A motion was made by Marie Whitmire, to accept the report and response as presented, seconded by Myra Croasdell; Motion Carried**

ACCEPTANCE OF THE MDE CHILD AND ADULT CARE FOOD PROGRAM MONITORING REPORT AND RESPONSE

All members received a copy of MDE Child and Adult Care Food Program Monitoring report and response for their review. The Chair called on Kristie Stenlund for more information. **A motion was made by Mary Lu Gaudette, to accept the report and response as presented, seconded by Susan Kleikmap; Motion Carried**

DISCUSSION OF EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE REVIEW

The Chair indicated that a Personnel Committee meeting was held to discuss the Executive Director's performance review. The Chair informed the board of the results of the Executive Director review. He indicated that no follow up was needed as the results of the review were excellent, no problem areas were found.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Chair called on Julie Moberg for her report. Julie reported that the stipends for FGP and SCP are going up to \$4.00 per hour. All Centers are bringing back health and exercise classes. Escanaba, Gladstone, Rapid River and Hermansville are set to become permanent food pantries. Feeding America would be our food distributor. Our Homeless Services Program serviced 13 households in March with Emergency Shelter (motels). We also had 4 households move into permanent housing in March. Weatherization is working on a multiunit complex in Marquette. We have created 31 work orders. The Water Assistance Program has served 292 clients so far. We are still looking for a private sector representative from Schoolcraft County. **A motion was made to accept her report as presented by Marie Whitmire and seconded by Myra Croasdell; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

No board comments were made.

ADJOURNMENT

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

Meeting adjourned at 11:04 am ET.

Next meeting is scheduled May 25, 2023 at 10:00 am ET.