

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Zoom Meeting
Thursday, May 13, 2021
Community Action Agency
Escanaba MI
12:30 p.m. ET

MINUTES

The Zoom meeting was called to order at 1:00 pm and the following were in attendance:

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Ken Penokie, Delta
Bernie Lang, Menominee
Penny Carlson, Schoolcraft
Katherine Jinkerson, Menominee
John Stapleton, Schoolcraft
Karen Wigand, Delta
Susan Kleikamp, Menominee
John Malnar, Delta
Mia Smith, Menominee
Jeff Waeghe, Delta
Autumn Morgan, Delta
Edie Erickson, Schoolcraft

MEMBERS EXCUSED

Geri Alanko
Mia Smith
Craig Reiter

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Lori Giuliani, RSVP Director
Kris Thibeault, Finance Director
Dianne Gartland, Admin Assistant
Naomi Fletcher, Weatherization Director
Sally Kidd, Senior Services Director
Myra Smeester, HS/EHS Director
Peggy Ramsden, FGP Director

MEMBERS ABSENT

Alan Kilar
Myra Croasdell

APPROVAL OF APRIL 8, 2021 GOVERNING BOARD MINUTES

Members received a draft of the April 8, 2021 Governing Board minutes and **they were approved with a motion from John Malnar, seconded by Jeff Waeghe; Motion Carried.**

PRESENTATION OF THE FINANCIAL AUDIT FOR FY ENDING 9/30/2020

As Anderson, Tackman has not completed the audit at this time a **motion was made by Susan Kleikamp, to table this agenda item until the July 2021 meeting, seconded by Autumn Morgan; Motion Carried.**

FINANCE COMMITTEE REPORT

The chair called on the Finance Committee who reported that the Finance Committee met, reviewed and approved the March 2021 CAA Accounts Payable Schedule. **This was approved with a motion from John Malnar, seconded by Katherine Jinkerson; Motion Carried.**

APPROVAL OF THE UPDATED COVID-19 RESPONSE PLAN

Members received a copy of the updated COVID-19 Preparedness and Response Plan changes for their review. **A motion was made to accept the changes to the plan as presented by John Malnar, seconded by Autumn Morgan; Motion Carried.**

APPROVAL OF MDS CAA BACKGROUND CHECK POLICY

Members received a copy of the MDS CAA Background Check Policy for their review. **A motion was made to accept the MDS CAA Background Check Policy as presented by Bernie Lang, seconded by Autumn Morgan; Motion Carried.**

ACCEPTANCE OF THE HRA FY2020 ORGANIZATIONAL STANDARDS MONITORING REPORT

Members received a copy of the HRA FY2020 Organizational Standards Monitoring report for their review. **A motion was made to accept by Susan Kleikamp, seconded by Autumn Morgan; Motion Carried.**

ACCEPTANCE OF PROGRAM MONTHLY REPORTS

Member received copies of the following program monthly reports for their review.

- SCP March/April 2021 Board Report Summary
- SCP Schoolcraft County January 2021 Evaluation
- SCP Delta County January 2021 Evaluation
- FGP March 2021 Monthly Reports & Stats Summary
- RSVP March 2021 Monthly Report
- Weatherization by the Numbers as of 4/29/2021
- CARES Act Funding as of 4/29/2021
- Senior Services March 2021 Board Report

A motion was made to accept the reports as presented by Katherine Jinkerson, seconded by Autumn Morgan; Motion Carried.

ACCEPTANCE OF ADVISORY COMMITTEE MINUTES

Members received copies of the following Advisory committee minutes for their review.

- SCP Delta County 3/30/21 AC Minutes
- SCP Schoolcraft 2/25/21 AC Minutes
- RSVP Menominee/Marinette AC Minutes

A motion was made to accept the reports as presented by John Malnar, seconded by Katherine Jinkerson; Motion Carried.

FOSTER GRANDPARENT PROGRAM UPDATE

Peggy Ramsden, the Director of the Foster Grandparent Program gave a presentation to the board regarding the Foster Grandparent Program.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that we have hired Hannah Micheau to work in the new Rental Assistance Program. This new program has only been open for approximately four weeks and we have already distributed over \$126,000.00. All three volunteer programs are working to get people back into placements if possible. The Senior Companion Program and Foster Grandparent Program both celebrated National Volunteer Week in April. Each volunteer was presented with a gift bag that included an IPAD and case. Linda Paulin will be the new Senior Companion Program Director as Connie Maule is retiring. Shanna Hammond our current HR Director has been hired as the new Senior Services Director. Weatherization has returned to the field and is currently working on completing their jobs. **A motion was made to accept the report as presented by John Malnar, seconded by Susan Kleikamp; Motion Carried.**

OTHER BUSINESS

All members received a copy of the Media Report for their review. Karen reminded everyone that the Board Chair position will be available come July. If interested please contact Julie or Karen.

PUBLIC COMMENT

Connie Maule and Sally Kidd were thanked for their years of service as they both will be retiring in June.

ADJOURNMENT

A motion to adjourn was made by John Malnar, supported by Katherine Jinkerson; Motion Carried.

The meeting was over at 1:32 pm.

Next meeting is scheduled for July 15, 2021 at 12:30 pm. This will be the Annual Board meeting of the year.