

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday January 26, 2023
Community Action Agency
Escanaba MI
10:00 am ET

MINUTES

The meeting was called to order at 10:29 am ET and a quorum noted with the following in attendance:

MEMBERS PRESENT

Craig Reiter, Schoolcraft
Susan Kleikamp, Menominee
Connie Maule, Menominee
Jennifer MacDonald, Menominee
Marie Whitmire, Menominee
Geri Alanko, Delta
Mia Smith, Menominee
Jessica Flory-Whitmer, Schoolcraft
Mary Lu Gaudette, Delta
John Stapleton, Schoolcraft

OTHERS PRESENT

Kris Thibeault, Finance Director
Dianne Gartland, Admin Assistant

ATTENDING BY ZOOM

Linda Paulin, SCP Director
Hannah Micheau, Emergency Services
Peggy Ramsden, FGP Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Kristie Stenlund, Sr Services Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director
Jeff Anderson, Maintenance

MEMBERS EXCUSED

Jeff Waeghe
Myra Croasdell
Victoria DeClaire

APPROVAL OF AGENDA

A motion was made by Mia Smith 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 Mary Lu Guadette, seconded by John Stapleton; Motion Carried.

- December 1, 2022 Governing Board Minutes
- October 2022 HRA Accounts Payable Schedule
- November 2022 HRA Accounts Payable Schedule

- Program Monthly Reports
 - Foster Grandparent Program Article from the Midwest Regional Newsletter
 - FGP November & December 2022 Reports and Stats Summary
 - RSVP October/November 2022 Monthly Report
 - Senior Companion Program November & December 2022
 - LIHWAP as of 01/11/2023
 - Walk for Warmth as of 1/11/2023
 - Weatherization by the Numbers as of 1/12/2023
 - Homeless Services 10/01/2022 to 01/01/2023
 - Senior Services November 2022
- Program Advisory Council Minutes
 - Foster Grandparent Menominee County 10/07/2022
 - RSVP Menominee County 11/9/2022
 - RSVP Delta County 11/15/2022
 - SCP Delta County 11/22/2022
 - SCP Menominee County 11/18/2022
 - SCP Schoolcraft County 11/11/2022

APPROVAL OF MICHAEL PEITSCH TO THE SCHOOLCRAFT COUNTY CONSUMER SECTOR

Based on the recommendation of the Nominating Committee a motion was made by Mary Lu Gaudette to approve the application of Michael Peitsch to one of the open seats in the Schoolcraft County Consumer Sector, seconded by Mia Smith; Motion Carried.

ACCEPTANCE OF THE APPOINTMENT OF ROBERT PETERSON TO THE DELTA COUNTY ELECTED SECTOR

Robert Peterson was appointed by the Delta County Board of Commissioners to serve on the MSCAA Governing Board. He will be replacing John Malnar. **A motion was made by Marie Whitmire to accept the appointment of Robert Peterson to the Delta County Elected Sector, replacing John Malnar in that Sector, seconded by Connie Maule; Motion Carried.**

ACCEPTANCE OF THE APPOINTMENT OF CONNIE WESTRICH TO THE MENOMINEE COUNTY ELECTED SECTOR

Connie Westrich was appointed by the Menominee County Board of Commissioners to serve on the MDSCAA Governing Board. She will be replacing Jerry Piche. **A motion was made by Susan Kleikmap to accept the appointment of Connie Westrich to the Menominee County Elected Sector, replacing Gerald Piche in that Sector, seconded by Jennifer MacDonald; Motion Carried.**

ACCEPTANCE OF THE PY22 ANNUAL MONITORING REPORT MVID 3225

The Chair called on Brenda Moya, Weatherization Director, for more information. **A motion was made by John Stapleton, to accept the PY22 Annual Monitoring Report MVID3225 report as presented, seconded by Jennifer MacDonald; Motion Carried.**

APPROVAL OF THE 403B RETIREMENT PLAN AMENDMENT

All members received a copy of the agency's 403(b) Retirement Plan Amendment for their review. The Chair called on Helen Corbett, HR Director, for more information. **A motion was made by Mary Lu Gaudette, to accept the 403b Retirement Plan Amendment as presented, seconded by Mia Smith; Motion Carried**

ACCEPTANCE OF THE REHMANN ENGAGEMENT LETTER

Members received a copy of the letter from Rehmann confirming the agreement with MDS CAA regarding the process and fees of auditing the financial accounts. Finance Director, Kris Thibeault was called on for more information. **A motion was made by Connie Maule, to accept the Rehmann Engagement Letter as presented, seconded by Geri Alanko; Motion Carried.**

APPROVAL OF THE MDOT VEHICLE ACCESSIBILITY PLAN (VAP) AND LAC MINUTES

Members received a copy of the MDOT Vehicle Accessibility Plan and LAC Minutes for their review. The Chair called on Kristie Stenlund, Director of Senior Services, for more information. **A motion was made by Mary Lu Gaudette, to approve the MDOT Vehicle Accessibility Plan and LAC Minutes as presented, seconded by Mia Smith; Motion Carried.**

APPROVAL OF THE HRA 2023 COLA INCREASE – FISCAL YEAR 2023

The Board approved the recommendation of the Finance Committee for a 5.4% increase in wages for HRA staff, effective the first full pay period in January 2023 to be revisited again after the Head Start Union Contract is ratified **with a motion made by Connie Maule, seconded by Marie Whitmire; Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board Chair read a report submitted by Julie Moberg. It was reported the FGP has 26 active volunteers with 11 stations, SCP has 33 volunteers, with 12 active stations and the RSVP has 148 active volunteers with 36 stations. Senior Centers are open to activities including health and exercise classes. We continue to recruit for Personal Care and Homemaker Aides. The Homeless Outreach numbers have been very large with 48 households in Delta County and 33 households in Menominee County. WX is working on it program expansion. We opened up Walk for Warmth funds for the 3 counties. Clients need to apply to MDHHS and Superior Watershed before then can come to us. The new Water Assistant program is up and running and most providers are now utilizing the program. We are still looking for a private sector board member from Schoolcraft County. We are also looking for a consulting attorney for the Head Start program. **A motion was made to accept the report as presented by Mary Lu Gaudette and seconded by Jennifer MacDonald; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

John Stapleton advised that Hope at the Inn would be closing the end of February, earlier than expected due to one of the Churches pulling out due to bad behavior of some of the participants.

ADJOURNMENT

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

Meeting adjourned at 10:51 am ET

Next meeting is scheduled March 23, 2023 at 10:00 am ET