

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday July 28, 2022
Community Action Agency
Escanaba MI
10:30 p.m.

MINUTES

The meeting was called to order at 10:42 am and a quorum noted with the following in attendance.

MEMBERS PRESENT

Craig Reiter, Schoolcraft
John Malnar, Delta
Mia Smith, Menominee
Connie Maule, Menominee
Jennifer MacDonald, Menominee
Geri Alanko, Delta
Gerald Piche, Menominee
John Stapleton, Schoolcraft
Myra Croasdell, Delta
Mary Lu Gaudette, Delta
Jeff Waeghe, Delta

OTHERS PRESENT

Julie Moberg, Executive Director
Dianne Gartland, Admin Assistant

ATTENDING BY ZOOM

Kris Thibeault, Finance Director
Linda Paulin, SCP Director
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

Susan Kleikamp
Edie Erickson
Krystal Fruehling

MEMBERS EXCUSED

Ken Penokie
Penny Carlson
Alan Kilar

APPROVAL OF THE AGENDA

A motion was made to accept the agenda as presented by John Malnar, seconded by Geri Alanko; 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 John Stapleton, seconded by Jennifer MacDonald; Motion Carried.**

- May 26, 2022 Governing Board Minutes
- April 2022 and May 2022 HRA Accounts Payable Schedule
- Program Monthly Reports
 - 1) FGP April/May 2022
 - 2) SCP May/June 2022

- 3) Weatherization by the Numbers as of 7/11/22
 - 4) CERA
 - 5) LIHWAP
 - 6) Homeless Services
 - 7) Outreach Services
 - 8) Senior Services April/May 2022
 - 9) RSVP April-June 2022
- Program Advisory Committee Minutes
 - 1) FGP May 2022 Schoolcraft County
 - 2) SCP May 2022 Menominee County
 - 3) RSVP May 2022 Menominee County

ACCEPTANCE OF THE RESIGNATIONS OF KENNETH PENOKIE, PENNY CARLSON, EDIE ERICKSON AND KRYSTAL FRUEHLING

A motion was made by Jeff Waeghe to accept the resignations of Kenneth Penokie, Penny Carlson, Edie Erickson and Krystal Fruehling with regrets, seconded by Myra Croasdell; Motion Carried.

APPROVAL OF JESSICA FLORY-WHITMIRE TO THE SCHOOLCRAFT COUNTY CONSUMER SECTOR

A motion was made by Mia Smith to approve the application of Jessica Flory-Whitmire to the open Governing Board seat in the Schoolcraft County Consumer Sector, seconded by Connie Maule; Motion Carried.

APPROVAL OF MARIE WHITMIRE TO THE MENOMINEE COUNTY CONSUMER SECTOR

A motion was made by Mary Lu Gaudette to approve the application of Marie Whitmire to the open Governing Board seat in the Menominee County Consumer Sector, seconded by Jerry Piche; Motion Carried.

APPROVAL OF VICTORIA DECLAIRE TO THE DELTA COUNTY CONSUMER SECTOR AS THE HEAD START POLICY COUNCIL REPRESENTATIVE

A motion was made by John Stapleton to approve the appointment of Victoria DeClaire to the Governing Board seat in the Delta County Consumer Sector, as the Head Start Policy Council Representative, seconded by Myra Croasdell; Motion Carried.

APPROVAL OF THE SAFETY COMMITTEE REPORT

The committee reported that they reviewed a total of 15 accident and incident reports that deemed no further action was necessary. One Head Start incident required review but has now been resolved with no need for any further action. **A motion to accept the Safety Committee report as presented was made by John Malnar, seconded by Geri Alanko; Motion Carried.**

APPROVAL OF 2020-2021 AGENCY ANNUAL REPORT

Board members received a copy of the Agency's 2020-2021 Annual Report for their review. **A motion was made by Jeff Waeghe to approve the Annual Report, seconded by Jennifer**

MacDonald; Motion Carried.

APPROVAL OF THE MDSCAA 2022 COMMUNITY NEEDS ASSESSMENT

Board members received a copy of the MDSCAA's 2022 Community Needs Assessment for their review. **A motion was made by Connie Maule to approve the MDSCAA 2022 Community Needs Assessment, seconded by Mia Smith; Motion Carried.**

ACCEPTANCE OF THE ORGANIZATIONAL STANDARDS MONITORING REPORT

Members received a copy of the HRA FY2021 Organizational Standards Monitoring report for their review. **A motion was made to accept the FY2021 Organizational Standards Monitoring Report by Mia Smith, seconded by Mary Lu Gaudette; Motion Carried.**

APPROVAL OF THE WEATHERIZATION LANDLORD CONTRIBUTION POLICY

The chair called on Julie Moberg for more information. **A motion to approve the Weatherization Landlord Contribution Policy was made by John Malnar, seconded by Mary Lu Gaudette; Motion Carried.**

ACCEPTANCE OF THE FINANCIAL MONITORING REPORT

All members received a copy of the Financial Monitoring Report for their review. The Chair called on Julie Moberg for more information. **A motion was made by Mary Lu Gaudette to approve the Financial Monitoring Report as presented, seconded by John Malnar; Motion Carried.**

APPROVAL OF THE FOSTER GRANDPARENT PROGRAM STATE GRANT

The chair called on Julie Moberg for more information. **A motion to approve the Foster Grandparent Program State Grant was made by Jerry Piche, seconded by Myra Croasdell; Motion Carried.**

APPROVAL OF THE SENIOR COMPANION PROGRAM STATE GRANT

The chair called on Julie Moberg for more information. **A motion to approve the Senior Companion Program State Grant was made by Jerry Piche, seconded by Myra Croasdell; Motion Carried.**

APPROVAL OF THE RETIRED SENIOR VOLUNTEER PROGRAM STATE GRANT

The chair called on Julie Moberg for more information. **A motion to approve the Retired Senior Volunteer Program State Grant was made by Jerry Piche, seconded by Myra Croasdell; Motion Carried.**

APPROVAL FOR SENIOR SERVICES TO APPLY FOR THE UPCAP GRANT

The board called on Julie Moberg for more information. **A motion to approve the Senior Services to apply for the UPCAP Grant was made by Mary Lu Gaudette, seconded by Myra Croasdell; Motion Carried.**

APPROVAL OF SENIOR SERVICES CHECKING ACCOUNT CHANGES-REMOVE HAMMOND AND ADD STENLUND.

The Chair called on Julie Moberg for more information. **A motion was made by Jennifer MacDonald to approve the checking account change of taking Shanna Hammond off of the Senior Services checking accounts including the bingo account and adding Kristie Stenlund, the new Senior Services Director to all accounts, seconded by Connie Maule; Motion Carried.**

APPROVAL OF THE SENIOR MEALS COST INCREASE

The Chair called on Julie Moberg for more information. Julie informed the Governing Board of the Finance Committee's discussion to increase the cost of the senior meals from \$3.00 per meal to \$4.00 per meal. **A motion was made by John Malnar, seconded by Connie Maule to increase the senior meals suggested donation from \$3.00 per meal to \$4.00 per meal; All in Favor – 11; Opposed -0-; Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that Senior Services hired Kristie Stenlund as the new director. The Centers are open to indoor dining with mixed attendance. Our Homeless Services have full caseloads. Weatherization has recruited 2 more contractors to work with our program. The CERA Program is ending 9/30/22. We are only taking applications from Court Ordered Evictions. We have provided more than \$1.5 million in rental assistance to 318 clients in Delta, Menominee and Schoolcraft Counties. The Water Assistance Program has helped 20 people so far. The Senior Volunteer Programs are working to get people back into placements. Julie updated the Board on the open board seats. One opening remains in Schoolcraft County for the consumer sector. Also, the Board is in need of a MOU with an attorney to consult with on the Head Start grant. **A motion was made to accept her report as presented by John Stapleton and seconded by Mia Smith; Motion Carried.**

OTHER BUSINESS

A discussion was held regarding the out of County meeting scheduled in September. It was decided that the meeting will be held in Delta County.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

Jeff Waeghe stated he was impressed with all of the reports that the staff does. Connie Maule stated she liked that the Agency is hiring from within to fill open positions.

ADJOURNMENT

A motion to adjourn was made by Jeff Waeghe, supported by John Stapleton; Motion carried.

Meeting adjourned at 11:05 am. Next meeting is scheduled Sept 22, 2022 at 10:30 am ET.