

Menominee-Delta-Schoolcraft  
**HUMAN RESOURCES AUTHORITY**  
Governing Board Meeting  
Thursday November 11, 2021  
Community Action Agency  
Escanaba MI  
1:00 p.m.

**MINUTES**

The meeting was called to order at 1:19 pm and a quorum noted with the following in attendance. Board Members were present online with the permission of the Chair.

**MEMBERS PRESENT IN PERSON**

Craig Reiter, Schoolcraft  
John Malnar, Delta  
Jeff Waeghe, Delta

**OTHERS PRESENT IN PERSON**

Julie Moberg, Executive Director  
Dianne Gartland, Admin Assistant

**MEMBERS ATTENDING BY ZOOM**

Karen Wigand, Delta County  
Susan Kleikamp, Men  
Jennifer MacDonald, Menominee  
Geri Alanko, Delta  
John Stapleton, Schoolcraft  
Autumn Morgan, Delta  
Bernie Lang, Menominee  
Connie Maule, Menominee  
Alan Kilar, Schoolcraft  
Edie Erickson, Schoolcraft

**OTHERS ATTENDING BY ZOOM**

Kris Thibeault, Finance Director  
Linda Paulin, SCP Director  
Jeff Anderson, Maintenance  
Naomi Fletcher, Weatherization Director  
Maty Thibeault, Homeless Services  
Myra Smeester, HS/EHS Director  
Shanna Hammond, Sr Services Director  
Helen Corbett, HR Director

**MEMBERS EXCUSED**

Penny Carlson  
Katherine Jinkerson  
Ken Penokie  
Myra Croasdell

**MEMBERS ABSENT**

Mia Smith

**APPROVAL OF OCTOBER 14, 2021 GOVERNING BOARD MINUTES**

Members received a draft of the October 14, 2021 HRA Governing Board minutes. **John Malnar made a motion to accept the minutes with the revision as presented, 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 September 2021 HRA Accounts Payable Schedule. **This was approved with a motion from Karen Wigand, seconded by John Stapleton; Motion Carried.**

## **ACCEPTANCE OF THE 2021-2022 AGENCY WIDE BUDGET**

Members received a copy of the 2021-2022 Agency Wide Budget for their review. The Organizational Standards require board acceptance of an agency wide budget. **A motion was made by Karen Wigand to accept the 2021-2022 Agency Wide Budget as presented, seconded by Geri Alanko; Motion Carried.**

## **APPROVAL OF THE MANDATORY COVID-19 VACCINATION POLICY**

All members received a copy of the Mandatory COVID-19 Vaccination Policy for their review. **A motion was made by Autumn Morgan to approve the Mandatory COVID-19 Vaccination Policy as presented, with no Test out option. Implementation will be pending the outcome of the future court litigation against OSHA. If OSHA's regulations are struck down or changed, the Board and/or Executive Committee will review the policy once again. If OSHA rules stand, the policy will be implemented. Seconded by Connie Maule. A roll call vote was requested.**

Craig Reiter – YES	John Malnar – NO	Jeff Waeghe – YES
Karen Wigand – YES	Geri Alanko – YES	John Stapleton – NO
Autumn Morgan – YES	Bernie Lang – YES	Jennifer MacDonald - YES
Alan Kilar – YES	Connie Maule – YES	Susan Kleikamp – Abstained

**Motion Carried.**

## **APPROVAL OF THE MDOT MASTER AGREEMENT FOR PUBLIC TRANSPORTATION PROJECTS**

All members received a copy of the MDOT Master Agreement for Public Transportation Projects for their review. **A motion was made by John Stapleton to approve the MDOT Transportation Grant as presented, seconded by John Malnar; Motion Carried.**

## **APPROVAL OF THE ADA ACCOMMODATION POLICY**

All members received a copy of the ADA Accommodation Policy for their review. **A motion was made by Jeff Waeghe to approve the ADA Accommodation Policy as presented and seconded by John Malnar; Motion Carried.**

## **APPROVAL OF THE HOMELESS SERVICES PROGRAM POLICY**

All members received a copy of the Homeless Services Program Policy for their review. **A motion to approve the Homeless Services Program Policy as presented by John Malnar, seconded by John Stapleton; Motion Carried.**

## **APPROVAL OF THE STRATEGIC PLAN UPDATE**

All members received a copy of the Strategic Plan Update for their review. The Chair called on Julie Moberg for more information. **A motion was made by Jeff Waeghe to approve the Strategic Plan Update as presented, seconded by Geri Alanko; Motion Carried.**

## **ACCEPTANCE OF THE PROGRAM MONTHLY REPORTS**

Members received copies of the following program monthly reports for their review. **A motion was made by John Malnar to accept the reports as presented and seconded by Jennifer MacDonald; Motion Carried.**

- SCP October 2021 Monthly Report
- CERA as of 11/1/21
- Weatherization by the Numbers as of 11/1/2021
- Senior Services September 2021 Board Report
- Homeless Services October 2021 Board Report

## **ACCEPTANCE OF THE ADVISORY COMMITTEE MINUTES**

Members received copies of the following Advisory Committee minutes for their review. **A motion was made to accept the minutes as presented by John Malnar, seconded by Autumn Morgan; Motion carried.**

- SCP Menominee County October 2021 Advisory Council Minutes

## **ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT**

The Board called on Julie Moberg for her report. Julie reported that the Senior Companion Program held a drive thru recognition in October. Approximately 50% of the SCP volunteer sites are open. Our Nutrition Services ended the year strong as home delivered meals were in high demand. The Senior Services program is still struggling to recruit aides for in-home services. Weatherization is currently working with 30 clients in the central UP. We are contracted to provide 108 jobs for the year. The Cares Emergency Rental Assistance program has provided \$798,019 in rental assistance in the three counties. Julie stated a lot of her time is spent on dealing with COVID issues in our agency, keeping up with the new OSHA guidelines and formulating a policy on vaccines for the agency. **A motion was made to accept her report as presented by Jennifer MacDonald and seconded by John Malnar; Motion Carried.**

## **OTHER BUSINESS**

Craig Reiter reported that he attended a DHHS Conference where it was reported that COVID-19 is finally on its way out, but unfortunately COVID-21 is starting to appear.

John Malnar thanked the staff for all that they do.

## **PUBLIC COMMENT**

No public comments were made.

## **ADJOURNMENT**

**A motion to adjourn was made by John Malnar, supported by Karen Wigand; Motion carried.**

**Meeting adjourned at 1:43 pm.**

**Next meeting is scheduled January 13, 2022 at 12:30 pm.**