

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday March 10, 2022
Community Action Agency
Escanaba MI
12:30 p.m.

MINUTES

The meeting was called to order at 12:49 pm and a quorum noted with the following in attendance.

MEMBERS PRESENT

Craig Reiter, Schoolcraft
John Malnar, Delta
Jeff Waeghe, Delta
Myra Croasdell, Delta
Jennifer MacDonald, Menominee
Geri Alanko, Delta
Gerald Piche, Menominee
Susan Kleikamp, Menomine
John Stapleton, Schoolcraft
Alan Kilar, Schoolcraft

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
Naomi Fletcher, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Shanna Hammond, Sr Services Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director

MEMBERS EXCUSED

Penny Carlson
Mia Smith
Connie Maule

MEMBERS ABSENT

Ken Penokie
Edie Erickson

APPROVAL OF JANUARY 13, 2022 GOVERNING BOARD MINUTES

Members received a draft of the January 13, 2022 HRA Governing Board minutes. **A motion to accept the minutes of January 13, 2021 as presented was made by Jennifer MacDonald, seconded by Geri Alanko; Motion Carried.**

APPROVAL OF THE AGENDA

A motion was made to approve the agenda as presented by John Stapleton, seconded by Jeff Waeghe; 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 Susan Kleikamp, seconded by John Stapleton; Motion Carried.**

- January 13, 2022 HRA Governing Board Minutes
- December 2021 and January 2022 HRA Accounts Payable Schedule
- Safety Committee Report
- Rapid Re-Housing Monitoring Report
- FY2021 Organizational Standards Monitoring Report
- Program Monthly Reports
- Advisory Committee Minutes

APPROVAL OF THE APPOINTMENT OF KRYSTAL FRUEHLING TO THE GOVERNING BOARD

The board accepted the appointment of Krystal Fruehling to the Governing Board with **a motion from Myra Croasdell and seconded by Jennifer MacDonald; Motion Carried.**

ACCEPTANCE OF KATHERINE JINKERSON'S RESIGNATION FROM THE GOVERNING BOARD

Katherine Jinkerson has submitted her resignation to the Governing Board. **A motion was made by Gerry Piche, to accept the resignation of Katherine Jinkerson from the Governing Board with regrets, seconded by Susan Kleikamp; Motion Carried.**

ACCEPTANCE OF THE EXECUTIVE DIRECTOR'S ANNUAL PERFORMANCE REVIEW AND WAGE INCREASE

The Board Chair stated that a joint meeting of the Personnel/Finance Committee members was held to discuss the Executive Director's Performance and possible wage increase. Based on this closed session it was the joint Committee's recommendation to bring to the full Governing Board that the Executive Director receive a 3% raise effective the first full pay period in January of 2022. **A motion was made by Susan Kleikamp, to accept the recommendation of the joint Committees for a 3% raise effective the first full pay period in January 2022, seconded by Alan Kilar; Motion Carried.**

ACCEPTANCE OF THE CARES ANNUAL REPORT

All members received a copy of the CARES Annual Report for their review. **A motion was made by Jeff Waeghe to accept the CARES Annual Report as presented, seconded by John Stapleton; 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 Susan Kleikamp, to accept the Community Services Block Grant Annual Report as presented, seconded by Geri Alanko; Motion Carried.**

DISCUSSION REGARDING COMMITTEE ASSIGNMENTS

A discussion was held regarding the current Committee Assignments. The Chair inquired if any current Governing Board members would be interested in joining any of the committees that they should contact him or Julie.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that The Senior Centers are planning an opening date to the public for April 1st. Congregate meals will begin again at that time. Adult Day is working on adding more recipients to the program. A committee has been formed to begin looking at transitioning out of the Menominee Senior Center site due to unsafe building conditions for our staff and clients. They are working to either find or develop a new Senior Center site in Menominee. Homeless Services continue to be busy. We were notified that the Abundant Life Mission Homeless Shelter in Menominee is at risk of closing. We have had several meetings on this issue. Naomi Fletcher, the current Weatherization Director, has advised us that she will be retiring in July. We have hired a new Director and will be starting the training process very soon. As of 2/25/22 the Cares Emergency Rental Assistance Program has provided \$1.4 million in rental assistance to 318 clients in Delta, Menominee and Schoolcraft Counties. **A motion was made to accept her report as presented by Jeff Waeghe and seconded by Jennifer MacDonald; Motion Carried.**

OTHER BUSINESS

A discussion was held regarding the Governing Board meeting dates/times. **A motion was made by Jennifer MacDonald and seconded by Alan Kilar to move the Governing Board meeting dates to the 4th Thursday of the month starting with the April meeting and to have them begin at 10:00 am (ET); Motion Carried.**

PUBLIC COMMENT

No public comments were made.

ADJOURNMENT

A motion to adjourn was made by John Stapleton, supported by Alan Kilar; Motion carried.

Meeting adjourned at 1:24 pm.

Next meeting is scheduled April 28, 2022 at 10:00 am (ET).