

Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Meeting
Thursday March 23, 2023
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:00 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 Whitmer, Menominee
Tori DeClaire, Delta
Mia Smith, Menominee
Myra Croasdell, Delta
Mary Lu Gaudette, Delta
Jeff Waeghe, Delta
Connie Westrich, Menominee
Robert Petersen, Delta
Michael Peitsch, Schoolcraft

OTHERS PRESENT

Julie Moberg, Executive 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
Kris Thibeault, Finance Director
Kadra Kierczynski, Rehmann
Joshua Sullivan, Rehmann

MEMBERS EXCUSED

Geri Alanko
Jessica Flory-Whitmire

MEMBERS ABSENT

John Stapleton

APPROVAL OF AGENDA

A motion was made by Susan Kleikamp to approve the agenda as presented seconded by Jennifer MacDonald; 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 Marie Whitmer, seconded by Connie Maule; Motion Carried.**

- January 26, 2023 CAA Governing Board Minutes
- December 2022 CAA Accounts Payable Schedule
- January 2023 CAA Accounts Payable Schedule

- HS/EHS Policy Council November 2022 Minutes

PRESENTATION OF THE CAA FINANCIAL AUDIT FOR FY ENDING 9/30/2022

Joshua Sullivan and Kadra Kierczynski from Rehmann were called upon to present the Financial Audit for FY ending 9/30/2022. **A motion was made to accept the audit as presented by Mary Lu Gaudette, seconded by Marie Whitmer; Motion Carried.**

ACCEPTANCE OF ALAN KILAR'S RESIGNATION FROM THE GOVERNING BOARD

A motion was made by Marie Whitmer to accept the resignation of Alan Kilar from the Schoolcraft County Elected Sector, seconded by Jennifer MacDonald; Motion Carried.

ACCEPTANCE OF THE SAFETY COMMITTEE REPORT

The Chair called on Connie Maule who reported that the Safety Committee reviewed 24 Accident/Incident reports and that no further action was deemed necessary. **A motion was made by Jeff Waeghe to accept the Safety Committee report as presented, seconded by Mary Lu Gaudette; Motion Carried.**

ACCEPTANCE OF THE MDSCAA STRATEGIC PLAN UPDATE

All members received a copy of the MDSCAA Strategic Plan update for their review. The Chair called on Julie Moberg for more information. **A motion was made by Mia Smith to accept the MDSCAA Strategic Plan update as presented, seconded by Myra Croasdell; Motion Carried.**

ACCEPTANCE OF THE INFECTIOUS DISEASE PLAN

All members received a copy of the agency's Infectious Disease Plan for their review. The chair called on Julie Moberg for more information. **A motion was made by Marie Whitmer, to accept the agency's Infectious Disease Plan as presented, seconded by Myra Croasdell; Motion Carried**

ACCEPTANCE OF THE ERSEA POLICY UPDATES/TRAINING

The Chair called on Myra Smeester for more information. Myra informed the Board members of the ERSEA Policy updates and did a general training on ERSEA for the Board members. **A motion was made to accept the ERSEA Policy Updates as presented by Tori DeClaire, seconded by Connie Maule; Motion Carried.**

APPROVAL TO APPLY FOR THE COLA AND QUALITY IMPROVEMENT FUNDING

The Chair called on Myra Smeester for more information. Two separate motions were made. First, **A motion was made for approval to apply for the COLA Funding as presented by Marie Whitmer, seconded by Susan Kleikamp. Motion Carried.** **A second motion was then made by Jeff Waeghe and seconded by Jennifer MacDonald to approve applying for the Quality Improvement Funding as presented; Motion Carried.**

APPROVAL TO APPLY FOR CRRSA/ARP FUNDS EXTENSION

The Chair called on Myra Smeester for more information. **A motion was made to approve applying for the CRRSA/ARP Funds Extension as presented by Mia Smith, seconded by Tori DeClaire; Motion Carried.**

APPROVAL OF ROOFING BID FOR ESCANABA CENTER

The Chair called on Myra Smeester for more information. **A motion was made to approve the roofing bid for the Escanaba Center as presented by Mary Lu Gaudette, seconded by Mia Smith; Motion Carried.**

APPROVAL OF LOCAL 2172 UNIT 6 UNION CONTRACT

The Chair called on Julie Moberg to discuss the changes to the Union contract. **A motion was made by Jennifer MacDonald, seconded by Mary Lu Gaudette to approve Local 2172 Unit 6 Union contract. Motion Carried.**

ACCEPTANCE OF THE ECP DIRECTOR'S REPORT

All members received a copy of the ECP Director's January 2023 report for their review. The Chair called on Myra Smeester for more information. **A motion was made to accept the ECP Director's report as presented by Myra Croasdell, seconded by Tori DeClaire; Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Chair called on Julie Moberg for her report. Julie stated HS/EHS is still not at full enrollment, but applications are still coming in. She also stated that as Myra Smeester covered all of the current updates to the HS/EHS programs that there wasn't anything more she could add. **A motion was made to accept the Executive Director's report as presented by Mary Lu Gaudette, seconded by Myra Croasdell; Motion Carried.**

OTHER BUSINESS

No other business was brought before the board.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

Connie Maule stated that Myra did a great job on her agenda presentations.

ADJOURNMENT

A motion to adjourn was made by Susan Kleikamp supported by Jeff Waeghe; Motion carried.

Meeting adjourned at 10:57 am ET

Next meeting is scheduled April 27, 2023 at 10:00 am ET