

**Northeast Michigan Community Service Agency, Inc.**  
**BOARD OF DIRECTORS**  
**Forwards Plaza, West Branch, Michigan**  
**November 3, 2006**

The meeting was called to order by President Dale Huggler at 12:35 p.m.

**ROLL CALL**

**Present:** Stuart Bartlett, Matt Bolinger, Jim Bricker, Frank Cowger, Bob Cudney, Donna Dietz, Gerald Fournier, Kenneth Glasser, Pauline Hall, Pete Hennard, Bob Harden, Rev. Bill Hipwood, Dale Huggler, Rev. R.C. Knight, Jean Kroll, Dawn Lawrence, Jack Mahank, Herb Makima, Daniel Marcrum, Tehea Minke, Boyden Olson, Joseph Pellens, Sheila Phillips, Clyde Soucie, Bob Spencer, Gerald Wall, Rose Walsh, Paul Wingate, Gary Wozniak and Koreen Zurschmiede

**Excused:** Catherine Swan

**Absent:** Terry Beardslee

Quorum present.

**Staff Members Present:**

Lisa Bolen, John Briggs, Kathy Goddard, Karen Godi, Diane Price, Laurie Sauer, Lisa Slupecki, Frank Scamazzo, and John Swise

**APPROVAL OF AGENDA:**

Jack Mahank asked that two items be added under Program Planning and Evaluation report: Adoption of the MI Choice Waiver resolution and report discussing the impact of the financial committee on the governance policy.

**Motion** by Jack Mahank to approve agenda as amended. Support by Pete Hennard. All ayes, Motion carried.

Dan Marcrum led the Board in the Pledge of Allegiance. Rev. Bill Hipwood provided reflections.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENT**

Members introduced their guests.

**ADMINISTRATIVE CONSENT AGENDA:**

**Motion** by Jack Mahank to approved the administrative consent agenda as presented. Support by Rose Walsh . All ayes, Motion carried.

**COMMUNICATION**

None

## **COMMITTEE REPORTS**

### **Head Start Policy Council – Dawn Lawrence**

The policy council received an Early Head Start Director's report indicating that the program reapplied for the Great Parents/Great Start grants. An administrative report was given by Linda McGillis. The final rule on the waiver for transportation was presented and the council approved submission of the Early Head Start/Head Start continuation application. New hires and terminations were approved as well.

### **Regional Advisory Council – Rev. Bill Hipwood**

No meeting. No report.

### **Volunteer Program Advisory Groups:**

#### **Foster Grandparent Program – Jean Kroll**

No meeting. No report.

#### **Senior Companion Program – Rev. Bob Knight**

No Meeting, No report.

### **Client Services Advisory Council – Boyden Olson**

Program staff presented individual program updates.

### **Personnel Committee – Clyde Soucie**

No meeting. No report. Appropriate signatures were obtained for the renewal of John Swise employment contract.

### **Membership Committee – Frank Cowger**

An application was received from James Beach, Director of Oscoda/Montmorency Department of Human Services. The committee met prior to the Board meeting to review an application received from James Beach, Director of Oscoda/Montmorency Department of Human Services.

**Motion** by Frank Cowger to approve James Beach as a new board member to fill the vacant private sector seat. Support by Sheila Phillips. All ayes, Motion carried. An updated board of director directory will be distributed at the next meeting.

### **Program Planning and Evaluation Committee – Rev. Bill Hipwood**

Laurie Sauer reported on a resolution she was asked to prepare and submit for adoption by the board. Laurie reviewed the resolution, which was distributed prior to the meeting.

**Motion** by Joseph Pellens to adopt the resolution regarding the MI Choice Waiver program as presented and send a cover letter with copies to the Governor, Lt. Governor, all legislators, Chairperson of the appropriate legislative committees, Michigan Township Association, Michigan Association of Counties, and County Board of Commissioners. Support by Daniel Marcum.

Roll Call:

Stuart Bartlett, yes, Matt Bolinger, yes, Jim Bricker, yes, Frank Cowger, yes, Bob Cudney, yes, Donna Dietz, yes, Gerald Fournier, yes, Kenneth Glasser, yes, Pauline Hall, yes, Pete Hennard, yes, Bob Harden, yes, Rev. Bill Hipwood, yes, Dale Huggler, yes, Rev. R.C. Knight, yes, Jean Kroll, yes, Dawn Lawrence, yes, Jack Mahank, yes, Herb Makima, yes, Daniel Marcum, yes, Tehea Minke, yes, Boyden Olson, yes, Joseph Pellens, yes, Sheila Phillips, yes, Clyde Soucie, yes, Bob Spencer, yes, Gerald Wall, yes, Rose Walsh, yes, Paul Wingate, yes, Gary Wozniak, yes, and Koreen Zurschmiede, yes.

Resolution passed.

John Swise stated that after reviewing the current governance policy, it is sufficiently broad to allow for no conflict to arise within that policy and the recently approved financial policy. In the future, the issue may need to be revisited as the law imposes more requirements, which may require some changes to the governance policy or by-laws. At this time, there appear to be no conflicts between the currently approved by-laws, governance policy or financial policy.

**Motion** by Jack Mahank indicating that the board has resolved the issue with the proposed financial policy and found it not to be in conflict with the governance policy. Support by Rev. Bill Hipwood. All ayes, motion carried.

Dan Doezema reported that the Older Americans Act had been reauthorized. Dan reviewed some of the major changes that were made within the reauthorization.

## **INFORMATION ITEMS**

John Briggs indicated that the Northeast Michigan Continuum of Care would hold its annual Homeless Walk on Saturday. Pledge forms were made available for those who chose to donate. John explained what the donations raised would help support. Next month's board meeting presentation will be on homeless programs.

### **Directors Report:**

#### **Financial Report –**

No report.

#### **Program Information Report – WX Program – Kathy Goddard and Frank Scamazzo**

Kathy provided an overview of the Weatherization Program as well as some history from its existence. Kathy explained what services the program provides, the eligibility guidelines and where the grant funds come from. Some funding allows for the purchase of Carbon Dioxide detectors for homes. The program started in 1976 at NEMCSA and as the years have gone by several changes have taken place regarding what can be replaced and the way documentation is collected and provided. Kathy reviewed the application process and indicated that it is a lengthy process and could take up to a year.

Frank displayed the equipment the program uses to conduct the pre and post inspections on every home. Kathy explained and displayed an energy kit that is given to all clients who receive the service. Several pictures are taken before, during and after the jobs for proof. Since the

program began at NEMCSA, 7,007 homes have been weatherized. This current program year, 180 jobs are expected to be completed at an average cost of \$2,836 per home. All contractors and staff have to be trained by the Department of Human Services in order to become certified. Kathy explained the referral process and where most referrals to the program come from.

**Motion** by Rev. Knight to adjourn the meeting at 2 p.m. Supported by Rev. Bill Hipwood. All ayes, Motion carried.

Date Prepared: November 3, 2006

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date