

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Holiday Inn, Alpena, Michigan
December 7, 2007

The meeting was called to order by President Dale Huggler at 12:52 p.m.

ROLL CALL

Present:

Carl Altman	Yvonne Hilderbrand	Bob Spencer
Stuart Bartlett	Rev. Bill Hipwood	Gerald Wall
Jim Beach	Dean Hipwood	Rose Walsh
Ronald Branda	Dale Huggler	Paul Wingate
Frank Cowger	Jean Kroll	
Bob Cudney	Dawn Lawrence	
Donna Dietz	Jack Mahank	
Gerald Fournier	Tehea Minke	
Tamberlynn Gibbs	Boyden Olson	
Kenneth Glasser	Leonard Page	
Pete Hennard	Joseph Pellens	
Bob Harden	Clyde Soucie	

Excused: Jim Bricker, Jeannette Dupraw, and Shelia Phillips

Absent: Terry Beardslee

Quorum present.

Staff Members Present:

John Briggs, Bob Cain, Barb Dault, Karen Godi, Linda McGillis, Diane Price, Jim Robarge, Laurie Sauer, Lisa Slupecki, Carol Shafto, John Swise, Deb Wilds, and Michelle Williams

Approval of Agenda

Motion by Clyde Soucie to approve the agenda as presented. Support by Gerald Wall. All ayes, Motion carried.

Paul Wingate led the Board in the Pledge of Allegiance. Rev. Bill Hipwood provided reflections.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Dale Huggler introduced Tamberlynn Gibbs as a new Head Start Policy Council representative and Bob Cain the new Program Director for Client Services.

John Swise read a letter of resignation from board member Rev. Bob Knight who is moving from the area.

Motion by Clyde Soucie to receive and file the resignation letter and send a letter of appreciation to Bob for his years of service to the NEMCSA Board of Directors. Support by Frank Cowger. All ayes, Motion carried.

Members introduced their guests.

Dan Doezema from the Office of Services to the Aging wished everyone a Merry Christmas and commended the NEMCSA board on the success of their efforts regarding the continuation of the Long Term Care Ombudsman program as is with no changes to the service delivery. Improve the Elder Friendliness of Communities applications have been received from several counties including Alpena. It appears that Alpena's application may be approved as the review committee has included it in their recommendations for approval.

Motion by Jack Mahank to approve the administrative consent agenda. Support by Paul Wingate. All ayes, Motion carried.

COMMUNICATION

None.

COMMITTEE REPORTS

Head Start Policy Council – Yvonne Hildebrand

The annual overnight meeting was held and all new members were received. Matt Bolinger and Cassandra Hale will no longer be on the NEMCSA board and were replaced by two new members Tamberlynn Gibbs and Jeannette Dupraw. Yvonne Hildebrand was elected the new Policy Council chairperson.

Regional Advisory Council – Rev. Bill Hipwood

Meeting was cancelled due to weather.

Volunteer Program Advisory Groups:

Senior Companion Program – Jean Kroll

Currently 53 volunteers are serving 46 stations. One new volunteer application is currently being processed. Rev. Bob Knight resigned and a search for his replacement is underway. Jean Kroll will provide board reports in his absence.

Foster Grandparent Program – Jean Kroll

Currently 58 volunteers are serving 38 stations. Two new volunteers have joined the program. There are no proposed cuts in State funding. A second tear criminal background check is now being required for the federal funds. Volunteer in-services, which are now combined between programs, have been well received. The change created a reduction in mileage and staff time.

Client Services Advisory Council – Boyden Olson

No meeting. No report.

Personnel Committee – Clyde Soucie

No meeting. No report.

Membership Committee – Frank Cowger

The resignation of Rev. Bob Knight created a vacancy on the board.

Program Planning and Evaluation Committee – Rev. Bill Hipwood

The committee met and reviewed a proposal to apply for the Michigan Prisoner Re-entry Initiative. Available funds include \$118,000 for staffing costs for an initial 9 month period of the program operation. Second year staffing funds will be \$145,200. The committee recommended approval to submit the proposal.

Motion by Paul Wingate to approve submission of the proposal. John Briggs provided a brief overview of the proposal which was due December 7th in Clare. The initiative does not have a lot of funds however staff would be working with parole agents to assist parolees returning back into the community. Assistance includes housing, employment among other services. The goal of the program is to try to reduce the recidivism rate. Funding is through the Department of Corrections. Support by Yvonne Hildebrand. All ayes, Motion carried. Jim Beach abstained from voting.

INFORMATION ITEMS

Directors Report:

Program Update - Linda McGillis noted that the agency has not yet received a formal written response to the Peer Review.

Financial Report – Jim Robarge

No report. Jim stated that the Financial Procedures Manual has been updated based on the action at the November Board meeting. Updated Procedure Manuals will be distributed to the Financial Committee members. The agency is now in full compliance with any issues that were raised during the Head Start Peer Review.

Program Information Report – Commodity Programs – Deb Wilds and Michelle Williams

Michelle Williams distributed information on The Emergency Food Assistance Program (TEFAP) and including eligibility criteria, numbers of households served, funding amounts and product lists. Distributions are done quarterly. Currently 4 – 5 items are included in the packages at distribution.

Deb Wilds provided information on the Commodity Supplemental Food Program (CSFP) including numbers of individuals served. Deb stated that 57,177 packages of food were packed and distributed within the eleven county service area last year. Deb reviewed the guidelines of the program and who is eligible to receive the food packages on a monthly basis. Several people confuse the TEFAP and CSFP programs. Deb explained that TEFAP is surplus commodities and CSFP purchases the food. Program funds come from USDA and mass purchasing allows for reduced cost of the food. Deb provided some history on the CSFP program and explained how the program has grown over the years. Currently the program is operation on a continuing resolution at FY 2006 funding levels. Deb noted that volunteer hours are extremely important to the program. Volunteers' come in monthly and help pack boxes, some also provide volunteer hours at the distribution sites as well.

Deb provided an update on Kathy Goddard and gave an address for cards. Deb also welcomed the Bob Cain as the new Client Services Program Director.

John Swise thanked the board members for their participation and interest in the programs and wished everyone a very Merry Christmas and a Happy New Year.

Motion by Paul Wingate to send a bulletin to all staff from the board expressing their appreciation for the hard work and effort provided all year. Support by Yvonne Hildebrand. All ayes, Motion carried.

Yvonne Hildebrand asked about Michigan Works! Support Services in Arenac County stating that they are being stopped due to funding cuts. John Briggs commended that it could be true but would check into it with Lisa Bolen, Program Director for that county. John Briggs stated that NEMCSA receives admin dollars to run the program and 7B Consortium administers the support services funding.

Dale wished everyone a Merry Christmas and Happy New Year.

Motion by Clyde Soucie to adjourn the meeting at 1:43 p.m. Support by Carl Altman. All ayes, Motion carried.

Date Prepared:

Date Approved: _____

Board Secretary

Date