

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Oscoda Yacht Club, Oscoda Michigan
September 5, 2008

The meeting was called to order by President Dale Huggler at 12:37 p.m.

ROLL CALL

Present:

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

Excused:

Gerald Fournier, Gerald Wall.

Absent:

Terry Beardslee, Tamberlyn Gibbs

Quorum present.

Staff Members Present:

Lisa Bolen, John Briggs, Bob Cain, Vicki Campbell, Karen Godi, Linda McGillis, Dorothy Pintar, Diane Price, Laurie Sauer, Carol Shafto, and John Swise

APPROVAL OF AGENDA

Jack Mahank asked that the following items be added under the Program Planning and Evaluation report: ROMA Plan 08/09 and Board Governance Update.

Motion by Jack Mahank to approve the agenda as amended. Support by Donna Dietz. All ayes, Motion carried.

Stuart Bartlett led the Board in the Pledge of Allegiance. Rev. Hipwood provided reflections.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests.

ADMINISTRATIVE CONSENT AGENDA APPROVAL

Motion by Jack Mahank to approve the administrative consent agenda items. Support by Dean Hipwood. All ayes, Motion carried.

COMMUNICATION

none

COMMITTEE REPORTS

Head Start Policy Council – Yvonne Hildebrand

Various reports and updates were provided. Currently there are 1,900 applications entered and 2,306 slots in total. Early Head Start has no new slots this year; they all remained full. The field trip transportation policy was approved.

Regional Council on Aging – Rev. Bill Hipwood

Information was distributed from the Blue Cross Blue Shield Senior Advisory Council annual conference. US Representative Bart Stupak sent a response to our concerns about high energy prices. A report was given on the number of individuals who qualified for the economic stimulus package money but have yet to file for the refund.

Volunteer Program Advisory Groups – Jean Kroll

Jean reported that as of July 31 there were 57 foster grandparent volunteers working in 36 stations and 45 senior companion volunteers working in 42 stations. Information on Save the Dream was distributed to all volunteers. Annual physicals for all program volunteers have been completed. An agreement was signed for the local Health Department to provide the service. The new program year for Federal funds began July 1 with a funding cut.

Client Services Advisory Council – Boyden Olson

No meeting. No report.

Personnel Committee – Clyde Soucie

No meeting. No report.

Membership Committee – Frank Cowger

Frank Cowger stated that no additional nominations for officers were received other than those who are currently in office.

Motion by Robert Cudney to cast an unanimous ballot for the current officers to remain in place for another year of service. Support by Joe Pellens. All ayes, motion carried.

Program Planning and Evaluation Committee – Rev. Bill Hipwood

The committee received and reviewed the new year ROMA plan and board responses to the survey distributed in August. Carol Shafto was present and reviewed both documents with the committee members.

Motion by Jack Mahank to received and file the Board Governance survey report. Support by Yvonne Hildebrand. Discussion. All ayes, Motion carried.

Carol Shafto was asked to review the proposed ROMA plan which was distributed to all board members prior to the meeting. Carol reviewed the number of performance targets vs. the number of programs and explained that some programs have more than one target. The completed plan was due at the State on September 1, 2008.

Motion by Jack Mahank to receive and file the 2009 ROMA plan as presented. Support by Dean Hipwood. Discussion. Yvonne Hilebrand commented on the clarity of how the plan was prepared. Jack Mahank commented on Carol's leadership role in ROMA at the State level. All ayes, Motion Carried.

Results from the Risk Assessment Survey completed a few years ago determined that NEMCSA was one of the lowest risk. A fiscal monitoring on the Area Agency on Aging was completed earlier in the week. Monitors were impressed with the operations and even found some best practices. Dan Doezema (State Office of Services to the Aging) complimented Laurie Sauer, Area Aging on Aging Director on her ability to oversee the Area Agency on Aging stating that she has done a good job.

INFORMATION ITEMS

Directors Report:

Financial Report – No financial report was given.

Frank Pattinson and Steve Listman, monitors from the Department of Human Services were present and reported on the recent monitoring visit. Frank commented that the comprehensive monitoring visit was very good, programmatic and fiscal documentation was reviewed for all State Department of Human Services programs. Monitors interviewed both staff and the ROMA Coordinator (Carol Shafto) as well as the Program Planning and Evaluation Committee of the board. Frank commented that NEMCSA is at the top in regards to ROMA because of the tremendous board commitment. When monitoring other agencies, NEMCSA is always a point of reference. NEMCSA has the only board that sets its own ROMA goals; it is unique in the State. Frank commended everyone on their commitment to ROMA.

Program Updates –

Linda McGillis reported on the Head Start/Early Head Start Program Information Report (PIR) that was mailed to all board members in their monthly packet. Linda stated that the reports for the past three years have been fairly consistent. Dental treatment was down a bit this year and a response has already been sent to the funding source. Transportation to specialists creates a problem and a partial solution has been implemented in the form of a gas card program for families who need that assistance to travel the distance to see dental specialists. Linda explained the drop out rate for Early Head Start stating that family dynamics play an important factor in the numbers.

Care Management and MI-Choice Waiver Program – Laurie Sauer

Laurie presented a powerpoint presentation providing an overview of the Care Management and MI-Choice Waiver programs. Laurie explained the eligibility criteria for both programs as well as an overview of each program. Laurie also provided some information on some new initiatives and changes coming forward.

Motion by Joe Pellens to adjourn the meeting at 1:57 p.m. Supported by Boyden Olson. All ayes, Motion carried.

Date Prepared:

Date Approved: _____

Board Secretary

Date