



Northeast Michigan Community Service Agency, Inc.
Regular meeting of the Board of Directors
Forwards Conference Center
June 3, 2022

Organizational Standards met: (2.2, 2.3, 5.9)

Meeting called to order by President Pete Hennard at 12:38 pm.

Present: Balog, Behnke, Chappa, Dutcher, Elston, Frisbee, Garratt, Gauthier, Glasser, Gray, Hennard, Karschnick, Malewska, Marciniak, Morrison, Rondeau, Salgat, Scott, Varner, Vichunas, Wenzel

Absent: Fay, Florian, Kendrick, Motter, Pomeroy, Sangster

Quorum – Yes

Staff Present: Bolen, Sauer, Carney, Hincka, Macfalda, Pintar, Grifka, Ommani, Baker

Others Present: Lacey Charboneau, Field Representative, Technical Assistance and Quality Improvement Section Bureau of Aging, Community Living, and Supports Behavioral and Physical Health and Aging Services Administration

Motion by Behnke, second by Dutcher to approve the agenda. Voice vote yielded all ayes, motion CARRIED.

Conflict of interest

Glasser disclosed that his wife owns a home healthcare agency closely associated with AAA and the MiChoice Waiver program. Glasser will abstain from discussion and vote of Region 9 AAA implementation plan.

Pledge of Allegiance and Reflections were offered.

Guests

Members introduced their guests. Present staff introduced themselves.

Public Comment

Glasser spoke about the tornado in Gaylord and instructed those interested in contributing to recovery efforts to contact The Otsego Foundation to help through matching grants.

Administrative Consent Agenda

- a) Approval of May 2022 draft meeting minutes.
- b) Receive and file May 2022 Head Start Policy Council meeting minutes
- c) Receive and file May 2022 Foster Grandparents/ Senior Companion meeting minutes

President Hennard stated that the Administrative Consent Agenda is adopted as presented.

Communication

Head Start received informational memo IM-HS-22-03 outlining a change to eligibility requirements. Families receiving SNAP (formerly known as food stamps) are now automatically eligible for Head Start Services.

Motion by Varner, second by Behnke to receive and file correspondence. Voice vote yielded all ayes, motion CARRIED.

Directors Report – Lisa Bolen

Financial Report – Kimberlee Hincka

Kimberlee Hincka reviewed the Head Start/Early Head Start recorded expenses for the grant period February 1, 2022 through January 31, 2023.

Motion by Dutcher, second by Garratt to receive and file the financial report as presented. Voice vote yielded all ayes, motion CARRIED.

Program Presentation *OS(2.2, 2.3)*

Laurie Sauer presented the FY 2023 Annual Implementation Plan for Region 9 Area Agency on Aging.

Motion by a Marciniak, second by Rondeau to approve the Implementation plan for Region 9 AAA. Voice vote yielded all ayes. Motion CARRIED. Ken Glasser abstained from the vote.

Audit/Finance Committee – Ken Glasser *OS (5.9)*

The committee met to review and recommend for board approval the April Head Start/Early Head Start Fifth Third purchasing card expenditures in the amount of \$47,366.28 and the April Wex Fuel Card in the amount of \$4,708.77.

Motion by Glasser, second by Dutcher to approve the April Head Start/Early Head Start Fifth-Third purchasing card expenditures and the Wex fuel card expenditures as detailed.

Roll Call Vote:

Yes - Balog, Behnke, Chappa, Dutcher, Elston, Frisbie, Garratt, Gauthier, Glasser, Gray, Hennard, Karschnick, Malewska, Marciniak, Morrison, Rondeau, Salgat, Scott, Varner, Vichunas, Wenzel
Motion CARRIED (21 Yes, 0 No).

Housing/Facilities Ad-Hoc Committee – Ken Glasser

No meeting, no report.

Early Childhood Services Committee – Jean Garratt

No meeting, no report.

Membership Committee – Lisa Salgat

No meeting, no report.

Corporate Compliance Committee – Carol Wenzel

Wenzel provided report stating that no actions were needed.

The following informational items were shared:

- MDHHS is preparing for the end of the Covid-19 PHE and has established a website to help communicate when policies change, visit <https://www.michigan.gov/mdhhs/end-phe> for updated information.
- It is likely the PHE will be extended to mid-October.
- Reporting is ongoing
- Provider Monitoring Visits remain in progress
- The MDHHS Clinical Quality Review process for MI Choice has begun. Home visits are being scheduled.
- The Quality Management Plan is due June 6.

Personnel Committee – Lyn Behnke

No meeting. One item shared by Behnke – had their initial Head Start health fair and it was rainy, cold and nasty. Head Start staff were amazing at improvising and moving the event into an indoor event. Big turnout of students but not a lot of community members. Lyn looks forward to the fall for more events.

Program Planning and Evaluation Committee – Dave Karschnick

Deliverable fuel application for June 1, 2022 – September 30, 2022, discussed. Karschnick motioned, second by Malewska to approve the deliverable fuel application for the four-month period as presented. Voice vote yielded all ayes, motion CARRIED.

New Business

No new business

Motion by Behnke second by Salgat, to adjourn the meeting at 1:59 pm. Voice vote yielded all ayes, motion CARRIED.

Next Regular Meeting: Friday August 5, 2022, at NEMCSA Headquarters in Alpena, MI.

Date Prepared: June 3, 2022

Date Approved: August 5, 2022

L.Salgat
Lisa Salgat, Secretary

08/08/2022
Date

Jodie Baker
Recording Secretary