

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Wiltse's Restaurant, Oscoda, MI
November 3, 2017

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:29 p.m.

ROLL CALL

Stuart Bartlett
Lyn Behnke
Earl Corpe
Brenda Fournier
Lee Gapczynski
Jean Garratt
Kenneth Glasser
Pete Hennard
Meagan Holmes
Melissa Holt
Laurie Jamison

Patrick Kelly
Steve Lang
Jennifer Lopez
Mark McKulsky
John Morrison
Leonard Page
Corleen Proulx
Lisa Salgat
Kathleen Vichunas
Dave Wagner

Excused: Carol Athan, Aubrey Haskill, Danielle Martz, Pat Rondeau, Gerald Wall, Rose Walsh, Carol Wenzel

Absent: Susan Root, Richard Sangster

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Tricia Grifka, Dorothy Pintar, Diane Price, Jim Robarge, Laurie Sauer, Nicole Smith, Kristina Warner, Fran Whitney, Val Williams and Sue Zolnierek

APPROVAL OF AGENDA

Motion by Mark McKlusky to approve the agenda as presented. Support by Steve Lang. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Corleen Proulx led the Board in the Pledge of Allegiance.

John Morrison provided the blessing for the meal.

John Morrison provided reflections

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves.

No public comment.

ADMINISTRATIVE CONSENT AGENDA APPROVAL

President Pete Hennard asked if anyone would like to pull any item from the Administrative Consent Agenda for further discussion or individual vote. None being noted – President Pete Hennard stated that the Administrative Consent Agenda including the following items;

- a. Approval of October 2017 draft meeting minutes
 - b. Receive and file September 2017 Head Start Policy Council meeting minutes
- is approved as presented.

COMMUNICATION

Lisa Bolen read correspondence from the Department of Health and Human Services (DHHS) Aging & Adult Services Agency (AASA) dated September 22, 2017. On September 15, 2017 the Commission on Services to the Aging approved the fiscal year 2018 Annual Implementation Plan for the Region 9 Area Agency on Aging.

Lisa Bolen read correspondence from the Department of Health and Human Services (DHHS) Aging & Adult Services Agency (AASA) dated October 12, 2017. The results of the Prevent Elder & Vulnerable Adult Abuse, Exploitation, and Neglect Today (PREVNT) Programmatic Assessment were discussed and reviewed. Aging & Adult Services Agency (AASA) finds that NEMCSA is in compliance with the requirements of the PREVNT grant program.

Motion by Meagan Holmes to receive and file the correspondence from the Department of Health and Human Services (DHHS) Aging & Adult Services Agency (AASA) dated September 22, 2017 approving fiscal year 2018 Annual Implementation Plan for the Region 9 Area Agency on Aging and the Department of Health and Human Services (DHHS) Aging & Adult Services Agency (AASA) dated October 12, 2017 the results of the Prevent Elder & Vulnerable Adult Abuse, Exploitation and Neglect Today (PREVNT) Programmatic Assessment. Support by Mark McKlusky. All ayes, Motion carried.

INFORMATION ITEMS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Directors report distributed prior to the meeting.

Financial Report – Jim Robarge

Jim Robarge reviewed the Head Start/Early Head Start recorded expenses as of October 31, 2017. The report was distributed prior to the meeting.

Motion by Ken Glasser to receive and file the recorded Head Start/Early Head Start expense report as presented. Support by Earl Corpe. All ayes, Motion carried.

Program Presentation - Kristina Warner, Operations/Data Quality Analyst and Nicole Smith, Planning and Communications Coordinator presented the Results Orientated Management and Accountability (ROMA) plan for FY18.

COMMITTEE REPORTS

Program Planning and Evaluation – Earl Corpe

The committee met prior to the regular meeting to review and recommend for approval the Early Head Start Budget Revision to purchase 4 digital spot screeners to offer evidence-based vision screens and the Head Start/Early Head Start Selection Criteria.

Motion by Jean Garratt to approve the Early Head Start Budget Revision to purchase 4 digital vision spot screeners as presented. Support by Lee Gapczynski. All ayes, Motion carried.

Motion by Lee Gapczynski to approve the Head Start/Early Head Start Selection Criteria as presented. Support by Stewart Bartlett. All ayes, Motion carried.

Audit/Finance Committee – Ken Glasser

No meeting. No report.

Membership Committee – John Morrison

No meeting. No report.

Personnel Committee – Meagan Holmes

The Personnel Committee met prior to the regular meeting to review the results of the Executive Director Evaluation. The results of the evaluation were deferred until the December meeting due to absence of committee quorum. The committee will meet in December to review the evaluation results. Lisa Bolen spoke with the committee about the suggested wording from the attorney for the agency nepotism policy.

NEW BUSINESS

No new business

The December board meeting will be held at The Ramada in Alpena, MI on December 1, 2017.

Motion by Mark McKlusky to adjourn the meeting at 1:37 p.m. Support by Stewart Bartlett. All ayes, Motion carried.

Date Prepared: November 3, 2017

Date Approved: December 1, 2017

Karen God
Board Secretary

11-3-17
Date