

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Forward Conference Center, West Branch
November 5, 2021

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:34 p.m.

ROLL CALL

Geyer Balog	Sheila Malewska
John Chappa	Leo Marciniak
Dennis Fay	John Morrison
Terry Dutcher	Pat Rondeau
Nick Florian	Lisa Salgat
Jean Garratt	Richard Sangster
Kenneth Glasser	Tina Schumacher
Duncan Gray	Craig Scott
Pete Hennard	Chuck Varner
David Karschnick	Kathleen Vichunas
Julie Kendrick	Carol Wenzel

Excused: Lyn Behnke, Dan Gauthier, Jeanette Motter, Jessica Volmering

Absent: Tracy Johnson, Renee Miller

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Kimberlee Hincka, Gina Bey, Tricia Grifka, Cathy Macfalda, Dorothy Pintar, Laurie Sauer, Fran Ommani, and Sue Zolnierek

APPROVAL OF AGENDA

Motion by Richard Sangster to approve the agenda as presented. Support by Pat Rondeau. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

John Morrison led the Board in prayer.

Pete Hennard led the Board in the Pledge of Allegiance.

John Morrison provided reflections.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves. Laurie Sauer introduced Lacey Charboneau, Aging & Adult Services Agency (AASA) Field Representative.

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 2021 Draft meeting minutes
- b. Receive and file August 2021 Head Start Policy Council meeting minutes
- c. Receive and file September 2021 Head Start Policy Council meeting minutes

is adopted as presented.

COMMUNICATION

No Communication

INFORMATION ITEMS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Director's report. The report will be available on the Board Portal.

Financial Report – Kimberlee Hincka

Kimberlee Hincka reviewed the FY 2021 Head Start/Early Head Start recorded expense report for the period February 1, 2021 through January 31, 2022.

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

Program Presentation – Tricia Grifka, Early Childhood Director, presented Head Start Child Outcomes.

COMMITTEE REPORTS

Program Planning and Evaluation – Nick Florian

No meeting. No report.

Audit/Finance Committee – Ken Glasser

The committee met prior to the regular meeting to review and recommend for approval the following items: the September Head Start/Early Head Start Fifth Third purchasing card expenditures in the amount of \$67,805.84, the September WEX fuel card in the amount of \$2,423.05, and the September corporate American Express card in the amount of \$1,747.98. A discussion was held on investments and purchased CD's.

Motion by Ken Glasser to approve the September Head Start/Early Head Start Fifth Third purchasing card expenditures in the amount of \$67,805.84, the September WEX fuel card expenditures in the amount of \$2,423.05 and the September corporate American Express card in the amount of \$1,747.98 as presented. Support by Pat Rondeau.

Roll Call Vote:

Yes Votes: (22) Geyer Balog, John Chappa, Terry Dutcher, Dennis Fay, Nick Florian, Jean Garratt, Ken Glasser, Pete Hennard, Duncan Gray, Dave Karschnick, Julie Kendrick, Sheila Malewska, Leo Marciniak, John Morrison, Pat Rondeau, Lisa Salgat, Richard Sangster, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Carol Wenzel

No votes (0) Abstained (0) **Motion Carried.**

Housing Ad Hoc Committee – Ken Glasser

No meeting. No report.

Membership Committee – Lisa Salgat

The committee met via TEAMS to review and recommend for approval a consumer sector membership application and discuss membership vacancies. The committee continues to struggle with filling vacancies on the board. To help address the problem the committee proposed a resolution to reduce the membership from thirty to twenty-seven and indicated that the board bylaws would allow such action by the full board. In other business, the committee reviewed an application for a consumer sector vacancy and recommended board approval. The applicant lives outside of the core eleven county service area; therefore a residency waiver request will need to be sent to the Bureau of Community Action and Economic Opportunity (BCAEO).

Motion by Chuck Varner to approve consumer sector membership for Tammy Frisbie from Roscommon County pending approval of the residency waiver request. Support by Dave Karschnick. All ayes, Motion carried.

Motion by Richard Sangster to adopt the resolution as written to reduce the Board membership from thirty members down to twenty-seven members. Support by Leo Marciniak.

Roll Call Vote:

Yes Votes: (22) Geyer Balog, John Chappa, Terry Dutcher, Dennis Fay, Nick Florian, Jean Garratt, Ken Glasser, Pete Hennard, Duncan Gray, Dave Karschnick, Julie Kendrick, Sheila Malewska, Leo Marciniak, John Morrison, Pat Rondeau, Lisa Salgat, Richard Sangster, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Carol Wenzel

No votes (0) Abstained (0) **Motion Carried.**

Early Childhood Services Ad Hoc Committee – Jean Garratt

No meeting. No report

Personnel Committee – Lyn Behnke (presented by Kathleen Vichunas)

The committee met prior to the regular meeting to review and discuss the Executive Director evaluation. More information on the evaluation will be brought to the board at the December meeting.

Corporate Compliance Committee – Carol Wenzel

The committee met prior to the regular meeting. Carol reported that there were no action items; however, information updates received by the committee included the following: Premium pay is expected to continue under the new budget, MI Choice agencies are waiting for formal written instruction prior to implementing the increase. An email from the Centers of Medicare and Medicaid Services indicates that the vaccine mandate may extend to home care agencies and some local providers have sent notice that they will terminate their contracts if this becomes a requirement. There is already a severe provider shortage. The annual Program Integrity Report and the annual Fraud Compliance Plan received a Pass from the OIG (Office of the Inspector General).

OLD BUSINESS

No old business

NEW BUSINESS

No new business

Motion by John Morrison to adjourn the meeting at 2:03 p.m. Support by Chuck Varner. All ayes, **Motion** carried.

Date Prepared: November 5, 2021

Date Approved: December 3, 2021



Board Secretary

12/06/2021

Date