

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Audie's Restaurant, Mackinaw City, MI
October 6, 2017

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:35 p.m.

ROLL CALL

Carol Athan
Stuart Bartlett
Lyn Behnke
Earl Corpe
Brenda Fournier
Lee Gapczynski
Jean Garratt
Kenneth Glasser
Aubrey Haskill
Pete Hennard
Meagan Holmes
Patrick Kelly
Steve Lang
Jennifer Lopez

Mark McKulsky
John Morrison
Leonard Page
Sharon Priebe
Corleen Proulx
Patricia Rondeau
Lisa Salgat
Richard Sangster
Kathleen Vichunas
Dave Wagner
Gerald Wall
Rose Walsh
Carol Wenzel

Excused: Danielle Martz

Absent: Melissa Holt, Susan Root

Quorum present - yes

Staff Members Present:

Lisa Bolen, Tricia Grifka, Diane Price, Jim Robarge, Laurie Sauer, Sara Socia, Fran Whitney, and Sue Zolnierek

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST DISCLOSURES

Aubrey Haskill 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.

President Pete Hennard introduced Michigan State Representative Sue Allor. Sue spoke about auto insurance reform and the need for additional mental health facilities in Northern Michigan. Representative Allor also stated that the House of Representatives is working to approve the additional \$75,000.00 for the School Success Program.

Public Comment

Mark McKlusky stated he attended the RSVP recognition at Kirkland Community College and now has a greater appreciation of what NEMCSA does.

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 September 2017 draft meeting minutes
- b. Receive and file August 2017 Head Start Policy Council meeting minutes

is approved as presented.

COMMUNICATION

President Pete Hennard read correspondence from the State of Michigan Department of Health and Human Services (MDHHS), Bureau of Community Action and Economic Opportunity (BCAEO), dated August 31, 2017 regarding a recent on-site financial review. There were zero financial findings and three financial recommendations.

President Pete Hennard read correspondence from the State of Michigan Department of Health and Human Services (MDHHS), Bureau of Community Action and Economic Opportunity (BCAEO) dated September 22, 2017 regarding a recent programmatic onsite review that took place from July 25-27, 2017. There was Governing Board of Directors finding, relative to which will be discussed later in the agenda under Membership Committee and two Administrative recommendations identified during the review.

Lisa Bolen read communication from Danya International, LLC dated September 28, 2017 indicating that the agency will receive a Focus Area 2 and a Classroom Assessment Scoring System (CLASS) review in FY2018.

Motion by Stewart Bartlett to receive and file communications from State of Michigan Department of Health and Human Services (MDHHS), Bureau of Community Action and Economic Opportunity (BCAEO) and Danya International, LLC. Support by Rose Walsh. 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 Statement of Financial condition for the Long Term Care Ombudsman Program as of September 30, 2017. Jim also reviewed the Head Start and Early Head Start recorded expenses as of September 30, 2017. Both reports were distributed prior to the meeting.

Motion by Ken Glasser to receive and file the Ombudsman Program Statement of Financial Condition report and the Head Start/Early Head Start recorded expenses as presented. Support by Steve Lang. All ayes, Motion carried.

Program Presentation – Sara Socia, Long Term Care Ombudsman gave a PowerPoint presentation on the Ombudsman program and provided information on senior-to-senior bullying.

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

No meeting. No report.

Audit/Finance Committee – Ken Glasser

The committee met prior to the regular meeting to review and recommend for approval the September credit card expenditures in the amount of \$995.66.

Motion by Ken Glasser to approve the credit card expenditures in the amount of \$995.66 as presented. Support by Steve Lang. All ayes, Motion carried.

Membership Committee – John Morrison

The committee met prior to the regular meeting to review and discuss the Michigan Department of Health & Human Services (MDHHS) (BCAEO) Monitoring Report. The one finding from the monitoring report was for board vacancies exceeding 90 days. The committee discussed the recent work they have done in anticipation of this review including the creation of a member recruitment packet. The committee also discussed a possible lead on a potential candidate to fill the vacancy.

Early Childhood Services Ad Hoc Committee – Jean Garratt

The committee met prior to the regular meeting to review and recommend for approval the FY2018 Head Start/Early Head Start Continuation Grant.

Motion by Meagan Holmes to approve the FY2018 Head Start/Early Head Start Continuation Grant as presented. Support by Earl Corpe. All ayes, Motion carried.

Personnel Committee – Meagan Holmes

The committee met to review and discuss the Executive Director Annual Evaluation. Paper evaluations were distributed, in addition a form will be available via a link through email. October 30, 2017 is the deadline to have all evaluations returned. Lisa Bolen spoke with the committee about the current wording on the agency nepotism policy. Lisa will have a lawyer suggest language for the policy that will address the necessary changes. The committee will meet in November to review the policy and evaluation results.

NEW BUSINESS

No new business

The November board meeting will be held at Wiltse's Restaurant, Oscoda, MI on November 3, 2017.

Motion by Richard Sangster to adjourn the meeting at 2:10 p.m. Support by Earl Corpe. All ayes, Motion carried.

Date Prepared: October 6, 2017

Date Approved: Nov 3, 2017

Laurenz Good
Board Secretary

Nov 3, 2017
Date