



Northeast Michigan Community Service Agency, Inc
BOARD OF DIRECTORS
BJ's Conference Center, Gaylord
April 1, 2022

1. CALL TO ORDER

President Pete Hennard called the meeting called to order at 12:37 pm.

2. ATTENDANCE/ROLL CALL/Quorum:

Sector	Name	Attendance
Public	Geyer Balog	Present
Private	Lyn Behnke	Present
Public	John Chappa	Present
Public	Terry Dutcher	Present
Consumer	Rebecca Elston	Excused
Consumer	Dennis Fay	Excused
Consumer	Tammy Frisbie	Present
Private	Nick Florian	Present
Consumer	Jean Garratt	Present
Public	Dan Gauthier	Excused
Public	Ken Glasser	Present
Consumer	Pete Hennard	Present
Public	Duncan Gray	Present
Public	Dave Karschnick	Present
Private	Julie Kendrick	Present
Private	Sheila Malewska	Excused
Consumer	Leo Marciniak	Present
Consumer	John Morrison	Excused
Consumer	Jeanette Motter	Absent
Consumer	Karen Pomeroy	Present
Consumer	Pat Rondeau	Excused
Public	Lisa Salgat	Excused
Public	Richard Sangster	Present
Public	Craig Scott	Absent
Public	Chuck Varner	Present
Private	Kathleen Vichunas	Present
Private	Carol Wenzel	Present

Staff	Attendance
Lisa Bolen	Present
Karen Godi	Present
Laurie Sauer	Present
Kimberlee Hincka	Present
Cathy Macfalda	Present
Dorothy Pintar	
Tricia Grifka	Present
Jaime Carney	Present
Fran Ommani	Present
Jodie Baker	Present
Sue Zolnierek	Present
Kristin Berles	Present

3. APPROVAL OF AGENDA

Motion by Terry Dutcher to approve the agenda as presented. Support by Chuck Varner. All ayes. Motion carried.

4. CONFLICT OF INTEREST DISCLOSURES

None

5. PLEDGE OF ALLEGIANCE AND REFLECTIONS

6. INTRODUCTION OF GUESTS

7. PUBLIC COMMENT

8. ADMINISTRATIVE CONSENT AGENDA APPROVAL

- a. Approval of March 2022 draft meeting minutes
- b. Receive and file February 2022 Head Start Policy Council meeting minutes

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

9. COMMUNICATION

Motion by Terry Dutcher to receive and file all communications as presented. Support by Lyn Behnke. All ayes. Motion carried.

10. INFORMATION ITEMS

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, 2021 through January 31, 2022 and the Financial standings for Region 9 Area Agency on Aging as of March 31, 2022. The FY 2021 Agency Wide Operating Budget was also presented.

Motion by Ken Glasser to receive and file the financial report as presented. Support by Terry Dutcher. All ayes. Motion carried.

Program Presentation – Kristen Berles, Budget Manager Community Programs, the Growth of the School Success program.

11. COMMITTEE REPORTS

a. Audit/Finance Committee – Ken Glasser

The committee met to review and recommend for board approval the March corporate American Express credit card expenditures in the amount of \$233.18, the February Head Start/Early Head Start Fifth Third purchasing card expenditures in the amount of \$48,852.66 and the February Wex Fuel Card in the amount of \$2,009.11. Ken indicated that NEMCSA staff will receive a 4% cost of living adjustment (COLA). The COLA will be retroactive to February 1, 2022. Mileage increases from \$.46 to \$.50 will take effect on April 3, 2022. The committee also discussed a Wage Study that is conducted every five years.

Motion by Ken Glasser to approve the March corporate American Express credit card expenditures, the February Head Start/Early Head Start Fifth Third purchasing card expenditures and the Wex Fuel Card expenditures as presented. Support by Leo Marciniak.

Sector	Name		
Public	Geyer Balog	Aye	
Private	Lyn Behnke	Aye	
Public	John Chappa	Aye	
Public	Terry Dutcher	Aye	
Consumer	Tammy Frisbie	Aye	
Private	Nick Florian	Aye	
Consumer	Jean Garratt	Aye	
Public	Ken Glasser	Motion	
Consumer	Pete Hennard	Aye	

Sector	Name		
Public	Duncan Gray	Aye	
Public	Dave Karschnick	Aye	
Private	Julie Kendrick	Aye	
Consumer	Leo Marciniak	Support	
Consumer	Karen Pomeroy	Aye	
Public	Richard Sangster	Aye	
Public	Chuck Varner	Aye	
Private	Kathleen Vichunas	Aye	
Private	Carol Wenzel	Aye	

Nays: (0) Abstained: (0) **Motion Carried**

Motion by Ken Glasser to approve the estimated FY 2022 Agency Wide Operating Budget.
Support by Chuck Varner.

Sector	Name		
Public	Geyer Balog	Aye	
Private	Lyn Behnke	Aye	
Public	John Chappa	Aye	
Public	Terry Dutcher	Aye	
Consumer	Tammy Frisbie	Aye	
Private	Nick Florian	Aye	
Consumer	Jean Garratt	Aye	
Public	Ken Glasser	Motion	
Consumer	Pete Hennard	Aye	

Sector	Name		
Public	Duncan Gray	Aye	
Public	Dave Karschnick	Aye	
Private	Julie Kendrick	Aye	
Consumer	Leo Marciniak	Aye	
Consumer	Karen Pomeroy	Aye	
Public	Richard Sangster	Aye	
Public	Chuck Varner	Support	
Private	Kathleen Vichunas	Aye	
Private	Carol Wenzel	Aye	

Nays: (0) Abstained: (0) **Motion Carried**

b. Housing/Facilities Ad-Hoc Committee – Ken Glasser

No meeting. No report.

c. Early Childhood Services Committee – Jean Garratt

No meeting. No report

d. Membership Committee – Lisa Salgat (Lisa Bolen)

No meeting – Bylaw changes and a proposal for combined committees will be discussed at next month’s meeting.

e. Corporate Compliance Committee – Carol Wenzel

The committee met prior to the regular meeting. Carol Wenzel reported there were no action items. Information updates received by the committee included the following: Laurie Sauer introduced Jaime Carney (BSN) as the new Associate AAA Director-Community Based Care Programs. The Clinical Quality Assessment Review (CQAR) was conducted and received a 100% score for the home visit portion, giving the agency an overall ranking of #1 in the state for this category. Other reports included the FY 2021 Quality Withhold Repayment Calculations, FY 2021 Encounter Data Report; FY 2021 Percent of Participants that are Significant Support (SSP); FY 2021 Average Case Mix Index (CMI) and Acuity Rank by Agency Report; FY 2021 Quality Review Scores Report; and the FY 2021 Critical Incident Report. Overall, the data shows NEMSA-Region 9 AAA performing well in the terms of the MI Choice Waiver Program. The FY 2022 Program Integrity Report was submitted to the Office of Inspector General’s office will need a revision submitted to clarify and correct discrepancies. The Deficit Reduction Act (DRA) Certification was submitted for FY 2020. This form certifies required staff training was provided related to education of the false claims act and recovery. The direct care worker premium calculations are still challenging for some providers.

f. Personnel Committee – Lyn Behnke

No meeting. No report.

g. Program Planning and Evaluation Committee – Nick Florian

No meeting. No report

12. NEW BUSINESS

No new business

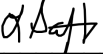
13. ADJOURNMENT

Motion by Chuck Varner to adjourn at 1:46. Support by Terry Dutcher. All ayes. Motion carried.

Next Regular Meeting: Friday May 6, 2022 at Jay's Conference Room in Gaylord.

Date Prepared: April 1, 2022

Date Approved: May 6, 2022



Board Secretary

05/09/2022

Date