

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Iva's Chicken Dinner, Sterling, MI
October 7, 2016

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:45 p.m.

ROLL CALL

Carol Athan	Melissa Holt
Stuart Bartlett	Roger Houthoofd
Lyn Behnke	Dawn Lawrence
Earl Corpe	Jennifer Lopez
Lee Gapczynski	John Morrison
Jean Garratt	Leonard Page
Bruce Gauthier	Sharon Priebe
Kenneth Glasser	Corleen Proulx
Mark Grantner	Patricia Rondeau
Thomas Green	Kathleen Vichunas
Albert LaFleche	Gerald Wall
Aubrey Haskill	Rose Walsh
Pete Hennard	Carol Wenzel
Mary Hess	Virginia Zygiel

Excused: Steve Lang, John Smock

Absent: Sue Flewelling, Meagan Holmes

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Linda McGillis, Diane Price, Laurie Sauer, Michelle Smith, Nicole Smith, Jeff Weiland, Fran Whitney, Valerie Williams, and Sue Zolnierek

APPROVAL OF AGENDA

Motion by Carol Athan to approve the agenda as presented. Support by Sharon Priebe. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Lieutenant Thomas Green 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 to the board.

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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 September 2016 draft meeting minutes
- b. Receive and file August and September 2016 Head Start Policy Council meeting minutes
- c. Receive and file September 2016 Regional Council on Aging meeting minutes
- d. Receive and file September 2016 Client Services Advisory Council meeting minutes
- e. Fair Housing Policy Approval

is adopted as presented.

COMMUNICATION

Pete Hennard read communication from the Administration for Children & Families dated September 23, 2016 approving the request to waive the bus monitor requirement and the child restraint system requirement.

Motion by Gerald Wall to receive and file communication from the Administration for Children & Families dated September 23, 2016 as presented. Support by Rose Walsh. All ayes, Motion carried.

INFORMATION ITEMS

Directors Report – Lisa Bolen

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

Financial Report – Jeff Weiland

Jeff Weiland reviewed the Statement of Financial Condition for the Energy Assistance Programs and Housing Assistance Programs as of September 30, 2016. Jeff also reviewed the Head Start/Early Head Start recorded expenses as of September 30, 2016.

Motion by Bruce LaFleche to receive and file the financial report as presented. Support by Leonard Page. All ayes, Motion carried.

Nicole Smith presented the 2017 ROMA plan to the Board that was distributed prior to the meeting.

Program Presentation – Valerie Williams, Housing and Client Services Director and Michelle Smith, Housing Program Manager presented a PowerPoint presentation on the Heat and Utility and the Housing Assistance Programs.

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The Committee met prior to the regular meeting to review and recommend approval of the Resolution to accept Emergency Solutions Grant (ESG) funding from the Michigan State Housing Development Authority (MSHDA). The committee also met jointly with the Early Childhood Services Ad Hoc Committee to review and recommend for approval submission of the Head Start/Early Head Start Continuation Grant Application for FY 2017 and review and resubmission of the Head Start Supplemental Funding Duration Application.

Motion by Roger Houthoofd to Resolve acceptance of the Emergency Solutions Grant (ESG) funding from the Michigan State Housing Development Authority (MSHDA) as presented. Support by Stuart Bartlett.

Roll Call Vote:

Stuart Bartlett, yes; Lyn Behnke, yes; Earl Corpe, yes; Lee Gapczynski, yes; Jean Garratt, yes; Bruce Gauthier, yes; Kenneth Glasser, yes; Mark Grantner, yes; Thomas Green, yes; Aubrey Haskill, yes; Pete Hennard, yes; Melissa Holt, yes; Roger Houthoofd, yes; Albert LaFleche, yes; Dawn Lawrence, yes; Jennifer Lopez, yes; John Morrison, yes; Leonard Page, yes; Sharon Priebe, yes; Pat Rondeau, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes; Carol Wenzel, yes; Virginia Zygiel, yes.

25 yes 0 no – Resolution adopted.

Motion by Roger Houthoofd to approve submittal of the Head Start/Early Head Start Continuation Grant Application for FY 2017 as presented. Support by Jean Garratt. All ayes, Motion carried.

Motion by Jean Garratt to approve the resubmittal of Head Start Supplemental Funding Duration Application as presented. Support by Stuart Bartlett. All ayes, Motion carried.

Audit/Finance Committee – Ken Glasser

No meeting. No report.

Membership Committee – John Morrison

No meeting. No report.

Early Childhood Services Ad Hoc Committee – Jean Garratt

Joint meeting with the Program Planning and Evaluation Committee.

Personnel Committee – Meagan Holmes

No meeting. No report.

NEW BUSINESS

No new business

The November board meeting will be held at Wiltse’s Restaurant in Oscoda on November 4, 2016.

Motion by Albert LaFleche to adjourn the meeting at 1:56 p.m. Support by Bruce Gauthier. All ayes, Motion carried.

Date Prepared: October 7, 2016

Date Approved: 11-4-16

Laurie God
Board Secretary

10-4-16
Date