

**Northeast Michigan Community Service Agency, Inc.**  
**BOARD OF DIRECTORS**  
**Grayling Country Club Grayling, MI**  
**August 4, 2017**

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:47 p.m.

President Pete Hennard welcomed Dave Wagner, Montmorency County Commissioner to the Board of Directors.

**ROLL CALL**

Carol Athan  
Stuart Bartlett  
Lyn Behnke  
Earl Corpe  
Lee Gapczynski  
Jean Garratt  
Kenneth Glasser  
Aubrey Haskill  
Pete Hennard  
Melissa Holt  
Patrick Kelly  
Jennifer Lopez

Danielle Martz  
Mark McKulsky  
John Morrison  
Leonard Page  
Sharon Priebe  
Corleen Proulx  
Patricia Rondeau  
Lisa Salgat  
Kathleen Vichunas  
Dave Wagner  
Gerald Wall  
Rose Walsh

**Excused:** Steve Lang, Susan Root, Richard Sangster and Carol Wenzel

**Absent:** Thomas Green, Meagan Holmes and Nick Modrzynski

Quorum present - yes

**Staff Members Present:**

Lisa Bolen, Karen Godi, Tricia Grifka, Julie Meyers, Jim Robarge, Laurie Sauer, Carol Shafto, Fran Whitney, Val Williams and Sue Zolnierrek

**APPROVAL OF AGENDA**

**Motion** by Earl Corpe to approve the agenda as presented. Support by Carol Athan. All ayes, Motion carried.

**CONFLICT OF INTEREST DISCLOSURES**

None

Mark McKlusky 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 June 2017 draft meeting minutes
- b. Receive and file June Head Start Policy Council meeting minutes
- c. Receive and file May and June 2017 Regional Council on Aging meeting minutes
- d. Corporate Signature Authority
- e. Fair Housing Policy

be approved as presented.

## **COMMUNICATION**

President Pete Hennard read communication dated May 31, 2017 from Administration for Children & Families on the Consolidate Appropriations Act, 2017, which contains an increase for programs under the Head Start Act for FY 2017. A portion of the increase provides a cost-of-living adjustment (COLA) of 1.0 percent to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operation costs.

President Pete Hennard read communication dated June 2, 2017 from the Department of Health and Human Services. A programmatic desk review was conducted July 21, 2016 thru August 12, 2016. The written report indicates that all previously identified findings have been corrected and closed. No further action is required.

President Pete Hennard read communication dated June 27, 2017 from the Department of Health and Human Services concerning the NEMCSA response to 2016 CSBG Annual Report review. The written report indicates that all previously identified findings have been corrected and closed. No further action is required.

President Pete Hennard read communication dated July 10, 2017 from the Administration for Children & Families, Office of Head Start concerning the waiver filed for child restraint systems and bus monitors for the 2017-2018 program year. The requests are consistent with regulatory requirements, and the waivers were approved.

President Pete Hennard read communication from Michigan Medicare/Medicaid Assistance Program (MMAP) dated July 3, 2017 concerning the 2016-2017 MMAP program assessment of Region 9 Area Agency on Aging in January 2017. No areas of concern or non-compliance with MMAP program standards were identified. No corrective action required.

President Pete Hennard read communication from the Department of Health and Human Services (MDHHS) Bureau of Community Action and Economic Opportunity (MCAEO dated July 18,

2017 concerning our response to the FY 2016 Annual Report review. There were 0 unresolved recommendations.

**Motion** by Carol Athan to receive and file communication from Administration for Children & Families dated May 31, 2016, Department of Health and Human Services dated June 2, 2017, Department of Health and Human Services dated June 27, 2017, Administration for Children & Families, Office of Head Start dated July 10, 2017, Michigan Medicare/Medicaid Assistance Program dated July 3, 2017 and the Department of Health and Human Services Bureau of Community Action and Economic Opportunity dated July 18, 2017. Support by Earl Corpe. All ayes, Motion carried.

### **INFORMATION ITEMS**

#### **Directors Report – Lisa Bolen**

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

Laurie Sauer, AAA Director, informed the board that Region 9 Area Agency on Aging was the recipient of a 2017 National Association of Area Agencies on Aging - Aging Achievement Award in the Elder Abuse Prevention category held in Savannah, Georgia.

Amy Fuller, Retired Senior Volunteer Program (RSVP) Project Director, gave an update on the RSVP Expansion Grant.

#### **Financial Report – Jim Robarge**

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

**Motion** by Mark McKulsky to receive and file the financial report as presented. Support by Lyn Behnke. All ayes, Motion carried.

**Program Presentation** – Tricia Grifka – Early Childhood Services Director hosted a panel discussion on **A Parents Perspective of Head Start**. Board members Aubrey Haskill, Melissa Holt, Jennifer Lopez and Danielle Martz, answered questions presented by Tricia Grifka on their experiences with the Head Start/Early Head Start program.

### **COMMITTEE REPORTS**

#### **Program Planning and Evaluation Committee – Earl Corpe**

The committee met with Laurie Sauer prior to the regular board meeting to review and recommend for approval the FY 2018 Aging Program funding recommendations for Merit Award #1 & #2, Title IID Disease Prevention and Health Promotion, Title VII Elder Abuse Prevention and the Title IIE National Caregiver Support Program.

**Motion** by Carol Athan to approve the Regional Council on Aging's funding recommendations for FY 2018 Merit Award #1 and #2 Adult Day Services, Title IID Disease Prevention and Health Promotion, Title VII Elder Abuse Prevention and the Title IIE National Caregiver Support Program as presented. Support by Corleen Proulx. All ayes, Motion carried.

The committee also met with Karen Godi to review and recommend for approval the 2017 Community Service Block Grant (CSBG) revised budget, 2018 Community Service Block Grant Program application and budget and the 2018 Community Service Block Grant School Success Program Budget (SSP).

**Motion** by Mark McKulsky to approve the 2017 Community Service Block Grant revised budget as presented. Support by Lyn Behnke. All ayes, Motion carried.

**Motion** by Mark McKulsky to approve the 2018 Community Service Block Grant Program application and budget as presented. Support by Carol Athan. All ayes, Motion carried.

**Motion** by Lyn Behnke to approve the 2018 Community Service Block Grant School Success Program budget as presented. Support by Mark McKulsky. All ayes, Motion carried.

**Audit/Finance Committee – Ken Glasser**

The committee met prior to the regular meeting to review and recommend for approval the June/July credit card expenditures totaling \$1,295.59.

**Motion** by Ken Glasser to approve the credit card expenditures totaling \$1,295.59 as presented. Support by Carol Athan. All ayes, Motion carried.

**Membership Committee – John Morrison**

The committee met and discussed the election of officers. It was recommended that the current slate of officers be presented for re-election.

John Morrison asked if there were any nominations from the floor for the position of President.

Gerald Wall nominated Pete Hennard for President. Support by Stuart Bartlett. Pete Hennard accepted the nomination.

**Motion** by Gerald Wall to close nominations and cast a unanimous ballot for all positions. Support by Stuart Bartlett. All ayes, Motion carried.

**Motion** by Gerald Wall to seat elected officers Pete Hennard, President, Patricia Rondeau, Vice President and Ken Glasser, Treasurer. Support by Earl Corpe. All ayes, Motion carried.

**Early Childhood Services Ad Hoc Committee – Jean Garratt**

No report.

**Personnel Committee –**

No meeting. No Report.

**NEW BUSINESS**

No new business

The September board meeting will be held at Iva's Chicken Dinners in Sterling, MI on September 8, 2017.

**Motion** by Gerald Wall to adjourn the meeting at 2:00 p.m. Support by Mark McKulsky. All ayes, Motion carried.

Date Prepared: August 4, 2017

Date Approved: 9-8-17

Laura I Godt  
Board Secretary

9-8-17  
Date