

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Virtual “TEAMS” Meeting
April 9, 2021

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 10:00 am.

ROLL CALL

John Chappa – Presque Isle County	John Morrison – Cheboygan, MI
Charles Finley – Tawas City, MI	Corleen Proulx – Atlanta, MI
Nick Florian – Gaylord, MI	Patricia Rondeau – Alpena, MI
Jean Garratt – Rogers City, MI	Lisa Salgat – Arenac County
Dan Gauthier – Black River, MI	Tina Schumacher – Twinning, MI
Kenneth Glasser – Gaylord, MI	Craig Scott – Ogemaw, County
Pete Hennard – Prescott, MI	Chuck Varner – Oscoda, MI
Madeline Hibner – Alpena County	Kathleen Vichunas – Alcona County
Carey Jansen – Grayling, MI – Crawford Co	Jessica Volmering – Huron Co. Ubly, MI
David Karschnick – Alpena, MI	Rose Walsh – Prescott, MI
Sheila Malewska – Tawas Bay, MI	Carol Wenzel – Harrisville, MI
Leo Marciniak – Oscoda, MI	

Excused: Geyer Balog, Lyn Behnke, Chuck Corwin

Absent: Richard Sangster

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Kimberlee Hincka, Tricia Grifka, Dorothy Pintar, Cathy Mcfalda, Laurie Sauer, Kristina Warner, Fran Ommani, Victoria Purvis and Sue Zolnierek

APPROVAL OF AGENDA

Ken Glasser asked that Closed Session be added under item 11, New Business, item A.

Motion by Ken Glasser to approve the agenda as amended. Support by Pat Rondeau.

ROLL CALL

John Chappa, Charles Finley, Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Corleen Proulx, Pat Rondeau, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Jessica Volmering, Rose Walsh, Carol Wenzel.

Yes votes: (22) No votes: (0) Abstained: (0) **Motion Carried.**

CONFLICT OF INTEREST DISCLOSURES

None

Pete Hennard led the Board in the Pledge of Allegiance.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

No public comment.

ADMINISTRATIVE CONSENT AGENDA APPROVAL

President 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 March 2021 draft meeting minutes
- b. Receive and file March 2021 RSVP Advisory Council meeting minutes

is adopted as presented.

COMMUNICATION

President Hennard reviewed correspondence dated March 23, 2021 from Wipfli for the audit year ending September 30, 2020. The letter is provided in connection with the annual audit of the financial statements of NEMCSA.

Motion by Carey Janson to receive and file correspondence dated March 23, 2021 from Wipfli for audit year ending September 30, 2020. Support by Pat Rondeau. All ayes, **Motion** carried (voice vote only).

INFORMATION ITEMS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Directors report.

Lisa sent a letter to Alpena Public Schools indicating NEMCSA would not be renewing our lease in September.

Tricia Grifka announced that Head Start is partnering with U of M Flint nursing students with the help of board member Lyn Behnke. The student nurses will conduct well child visits in Alpena, Iosco, Tuscola and Lapeer. The clinics will be held outdoors in June and July.

Lisa Bolen gave an update on CARES Act funding. Lisa said there are record numbers of people needing assistance. Additional funding has been received for Weatherization programs, and FEMA is assisting with COVID related funeral expenses, which frees up designated CSBG CARES funding. Head Start/Early Head Start has received \$1.5 million in CARES funds with more expected this summer. Laurie Sauer, Area Agency on Aging Director received additional funding for vaccination assistance. Dorothy Pintar, School Success Program Director stated that the School Success Program is being overlooked with COVID funds as funding sources state that programs must have licensed therapists on staff to receive funds. Participating schools are asking for more School Success workers. The program will continue with current staffing levels.

Board member Charles Finley thanked NEMCSA for help with distributing masks among Iosco County city and township offices, government workers and first responders.

John Chappa left the meeting.

Financial Report – Kimberlee Hincka

Kimberlee reviewed the Head Start/Early Head Start recorded expenses for the grant period July 1, 2020 through January 31, 2021. Financial standings for Region 9 Area Agency on Aging and the FY2021 Agency Wide Operating Budget were also reviewed.

Motion by Ken Glasser to approve the estimated FY 2021 Agency Wide Operating Budget. Support by Rose Walsh.

ROLL CALL

Charles Finley, Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Corleen Proulx, Pat Rondeau, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Jessica Volmering, Rose Walsh, Carol Wenzel

Yes votes: (21)* No votes: (0) Abstained: (0) **Motion Carried.**

*John Chappa was unavailable to vote.

Motion by Dave Karschnick the to receive and file the Region 9Area Agency on Aging financial standing and the Head Start/Early Head Start recorded expenses. Support by Jessica Volmering. All ayes. **Motion** carried (voice vote only).

Kathleen Vichunas joined the meeting.

Program Presentation – Victoria Purvis, Director of Homeless and Prevention Services, provided an update on NEMCSA Housing and COVID Emergency Rental Assistance (CERA) funds.

Pat Rondeau left the meeting.

COMMITTEE REPORTS

Audit/Finance Committee – Ken Glasser

The committee met prior to the regular meeting to review and recommend for approval the February corporate American Express credit card expenditures in the amount of \$1,099.00, and the March corporate American Express credit card expenditures in the amount of \$1,103.00.

Motion by Ken Glasser to approve the February and March corporate American Express credit card expenditures totaling \$2,202.00 as presented. Support by Leo Marciniak.

ROLL CALL

Charles Finley, Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Corleen Proulx, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Jessica Volmering, Rose Walsh, Carol Wenzel.

Yes votes: (21)* No votes: (0) Abstained: (0) **Motion Carried.**

*John Chappa was unavailable to vote.

*Pat Rondeau was unavailable to vote.

Housing/Facilities Ad-Hoc Committee – Ken Glasser

No meeting. No report.

Program Planning and Evaluation Committee – Nick Florian

The committee met in conjunction with the Early Childhood Services Committee to review and recommend approval of the Head Start Cost of Living Adjustment (COLA) Supplemental Funding Application. The COLA will be retroactive to February 1, 2021.

Motion by Dave Karschnick to approve the Head Start Cost of Living Adjustment supplemental funding application. Support by Nick Florian.

ROLL CALL

Charles Finley, Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Corleen Proulx, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Jessica Volmering, Rose Walsh, Carol Wenzel.

Yes votes: (21)* No votes: (0) Abstained: (0) **Motion Carried.**

*John Chappa was unavailable to vote.

*Pat Rondeau was unavailable to vote.

Early Childhood Services Committee – Jean Garratt

The Early Childhood Services Committee met jointly with the Program Planning and Evaluation committee.

Membership Committee – Lisa Salgat

The Membership Committee met prior to the regular meeting to review two consumer sector applications. The consumer sector applications will be placed on NEMCSA's website for the public to vote. The voting deadline is May 4, 2021.

Corporate Compliance Committee – Carol Wenzel

The committee met at 9:00 am via TEAMS. Carol Wenzel reported there were no action items. It was noted that a formal notice was received extending the COVID premium pay of \$2.25 for direct care workers until Sept 30, 2021. There are still challenges with recruiting and retaining direct care workers. The Region 9 AAA management team is working on digital document storage. The Annual Managed Care Program Integrity Plan was submitted to the Office of Inspector General along with the Annual Fraud Referral report.

Personnel Committee – Lyn Behnke

No meeting. No report.

NEW BUSINESS

Motion by Ken Glasser to go into closed session for the purpose discussing a potential legal conflict and the status of the pending Donaldson litigation. Support by Jean Garratt.

ROLL CALL

Charles Finley, Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Corleen Proulx, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Jessica Volmering, Rose Walsh, Carol Wenzel.

Yes votes: (21)* No votes: (0) Abstained: (0) **Motion Carried.**

*John Chappa was unavailable to vote.

*Pat Rondeau was unavailable to vote.

Charles Finley left the meeting.

Corleen Proulx left the meeting.

Jessica Volmering left the meeting.

Open Session

Motion by Ken Glasser to authorize Lisa Bolen to proceed with option 2 that was discussed in closed session. Support Leo Marciak.

ROLL CALL

Nick Florian, Jean Garratt, Dan Gauthier, Ken Glasser, Pete Hennard, Madeline Hibner, Carey Jansen, Dave Karschnick, Sheila Malewska, Leo Marciniak, John Morrison, Lisa Salgat, Tina Schumacher, Craig Scott, Chuck Varner, Kathleen Vichunas, Rose Walsh, Carol Wenzel.

Yes votes: (18)* No votes: (0) Abstained: (0) **Motion Carried.**

*John Chappa was unavailable for vote.

*Charles Finley was unavailable for vote.

*Corleen Proulx was unavailable for vote.

*Pat Rondeau was unavailable for vote.


*Jessica Volmering was unavailable for vote.

The May board meeting will be held via TEAMS on May 7, 2021 at 10:00 am.

Motion by Leo Marciniak to adjourn the meeting at 12:09. Support by Sheila Malaska. All ayes, **Motion** carried.

Date Prepared: April 9, 2021

Date Approved: 05/07/2021


Board Secretary

05/12/2021
Date