

**CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCES AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
SEPTEMBER 25, 2024**

MINUTES

Members Present:

Dennis Hendrickson
John Batchelder
Donn Riley
Andrew Rubinstein
Judy St. Louis-Scott
Jim Traynor
Mitzy Robbins
Barbara Bennett
Kathy Twardy
Melinda VanderSys
Danielle Haske-Mielke

Members Absent:

Becky Davis
Alexis Miller
Kayla Pelter
Bill Henry

Due to COVID-19 social distancing was practiced. Staff present: Mr. Joe Nolan, Ms. Heather Jackson, and Ms. Karen Gregg.

Ms. Kathy Twardy welcomed the Board members and staff. She called the meeting to order with a roll call at 12:02 pm at the Avery Square 2nd Floor Conference Room.

BOARD CHAIR COMMENTS

Ms. Twardy mentioned that we have lost two Michigan State Police Officers in the past few weeks, one in Chippewa County and one in Mackinac County. As an agency, we would like to send condolences to their families.

PUBLIC COMMENT

Mr. Glen Cambell joined us today. Mr. Cambell has some concerns regarding our Senior Congregate meals. Mr. Nolan is personally working on a resolution to this with him. Ms. Twardy thanked him for attending and invited him to stay for the rest of the meeting.

CONSENT AGENDA

- A. Approval of Agenda, as written.
- B. Approval of the 8/7/2024 Meeting Minutes
- C. Approval of the August-September Department Reports
- D. Approval of the 8/29/2024 E-mail vote
- E. Approval of the Consent Agenda

Mr. Hendrickson motioned to approve the consent agenda. Ms. St. Louis-Scott seconded the motion. The motion carried unanimously.

Mr. Batchelder commented on how much he enjoyed last month's meeting with all the Directors.

BUSINESS ITEMS

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Approval of the Monthly Expenditures

The Finance Committee met before the Board Meeting to review expenditures. Mr. Riley motioned to accept 08/08/24-09/18/24 for \$451,402.00. Mr. Batchelder seconded the motion. The motion carried unanimously.

Review of CLMCAA Form 990

There were no questions on the review of this.

Approval of FY CLMCAA Operating Budget

Mr. Nolan included a three-page summary that details each grant. Mr. Riley asked if this was the first time we had been at the 13-million-dollar mark, and Mr. Nolan indicated this was the second year. The motion to accept this was made by Mr. Rubinstein. Ms. St. Louis-Scott seconded the motion. The motion carried unanimously.

Approval of FY 25 ESG Grant (HML-2025-12-ESM)

Mr. Rubinstein has been working with the Housing Department on working with MSHDA. He states that they have been great to work with and very responsive. Ms. VanderSys motioned to approve the FY 25 ESG Grant, and Mr. Riley seconded. The motion was carried unanimously.

Application for Pathways to Excellence

Mr. Nolan explained to the Board that we are already doing everything as an agency. This would give us the recognition. Ms. Robbins motioned to accept, and Mr. Rubinstein seconded. The motion passed unanimously.

Executive Director Annual Evaluation

Handed out to all Board Members. Ms. Jackson will email a copy of this to Mr. Rubinstein.

Executive Director Compensation Review

Mr. Nolan is not requesting an increase. Mr. Riley would like a wage comparison done to ensure that we pay Mr. Nolan a fair wage. Mr. Batchelder reminded the Board Members that all the extra work that Mr. Nolan has been doing and continues to do reflects well on us all as an agency. He also noted that the outreach efforts are very craftful and positive.

Ms. Twardy will oversee the collection of Mr. Nolan's evaluations. She will call an Executive Committee meeting to discuss a raise. Please have your evaluations to her by the next meeting date.

Mr. Rubinstein participated at Lake Superior State University along with Mr. Nolan this week on professionalism and positivity to Young Professionals.

EXECUTIVE DIRECTOR REPORT

Mr. Nolan discussed feedback from clients conducted through surveys. The Agency will be exploring mailing feedback surveys from client rosters to solicit more feedback to improve. Mr. Nolan shared his experience from the NCAP conference in Seattle that hosted roughly 3,000 attendees. The 2025 national will be in Detroit. Mr. Nolan provided an update on the St. Ignace Senior Housing application and

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thanked Ms. St. Louis-Scott and Ms. Twardy for their help to pass the PILOT in St. Ignace. The next application round for more housing is in April and we will be submitting an 18-unit senior living project to MSHDA then. Another large project is our homeless shelter, and Mr. Nolan shared the update with our two units we are currently attempting to lease from a local landlord to provide emergency shelter. We have utilized motels for over 1200 nights of shelter this program year. Mr. Nolan provided an update on the Avery Square water damage incident. Mr. Nolan discussed strategic planning and working with our new consultant, Nortia Consulting, for social media and marketing. Soon, Nortia Consulting will be handling our 2025 Community Needs Assessment and Strategic Plan afterwards. Board members will be included into all this process, as they always are. Mr. Nolan shared the updates on Walk for Warmth and that it is on Saturday, October 5th this year. We have achieved all goals through set KPIs, not including the event attendance as we haven't held the event yet. The investment into marketing has reflected well with the boosted digital traffic we have seen across our media outlets. Mr. Nolan also shared details about the homeless fundraiser the Agency will be hosting in November. Leftovers will be delivered to first responders. Mr. Nolan discussed the next program year and that we will be renewing our millage in Mackinac County at .50 mills. He also discussed the need to request an increase in Luce County and will be campaigning for that in 2025. We currently receive .50 mills and will need to seek an increase to arrive at .75 mills. This is needed to offset rising costs, open the center more than three days and to avoid creating a waitlist for any services.

BOARD MEMBER COMMENTS

Ms. VanderSys stated that our agency is very well represented at the monthly NAMA Meetings. There has been talk about doing the Walk for Warmth for Luce County to raise awareness and additional funds.

Ms. Twardy stated that we have a few large retirements coming up soon. Don Wright in Mackinac County and Sue Selby in Luce County are retiring by the end of this year. Mr. Nolan is working on having a celebration. He will let the Board know.

Ms. Twardy was approached by former Deputy Director Mr. Tony Bosbous. He asked her if she knew why we don't do roof repair through the Weatherization Department. Currently, there are no programs available to do whole roof repair. There is a need, and should there be an opportunity where we can help we would look into that for our communities.

Mr. Riley went to Carmen (Alexander) Green's funeral. She was with our agency for thirty-three years and a wonderful asset to Mackinac County.

Mr. Riley also attended the UP-Region 11 Provider Meeting in Escanaba earlier this month. The Director said that we have the best nutrition plan in the Upper Peninsula. At another meeting, he was able to listen to the speaker Stephanie Land, author of *Maid* (also a series on Netflix). The struggle of a single mother experiencing homelessness and the stigma that comes along with trying to get help.

Ms. Twardy read up on a social program about 'Ten Dollars a Day.' This has been proven to assist people with learning how to budget and navigate life on their own without the stigma of having to ask for help for everything.

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Mr. Hendrickson thanked Ms. Bennett for stepping up and joining our Board of Directors. He also wanted to thank our Maintenance Department for fixing the Men's Room and the air conditioning in Luce County.

ADJOURNMENT

Mr. Batchelder made a motion to adjourn. The motion was seconded by Mr. Riley. The motion was carried unanimously. The meeting adjourned at 1:10 pm.

NEXT MEETING

The next Board Meeting is scheduled for 12:00 pm on Wednesday, December 4th, 2024, in the Avery Square Second Floor Conference Room.

Signed: _____

Donn Riley

Board Secretary/Treasurer

A handwritten signature in black ink, appearing to read "Donn Riley", is written over a horizontal line. The signature is fluid and cursive.