CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCE AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
MARCH 27, 2024

MINUTES

Members Present:
Kathy Twardy
John Batchelder
Dennis Hendrickson
Danielle Haske-Mielke
Judy St. Louis-Scott
Margaret Robbins
Alexis Miller
Bill Henry

Members Absent:
Kayla Pelter
Donn Riley
Becky Davis
Andrew Rubinstein
Lisa Den Boer
Scott Shackleton

Due to COVID-19 social distancing was practiced. Staff present: Joe Nolan & Janelle Clement. A quorum was met.

Ms. Twardy welcomed the Board members and called the meeting to order with a role call at 12:01 pm in the Avery 2nd Floor Conference Room. A motion was made by Ms. St. Louis-Scott to excuse absent members. The motion was seconded by Ms. Robbins. The motion carried unanimously.

BOARD CHAIR COMMENTS
None.

PUBLIC COMMENT
Ms. Twardy welcomed Chippewa County Commissioner – Jim Traynor who was in attendance for the meeting.

DEPARTMENT DIRECTOR PRESENTATION – TONI PHILLIPS, SENIOR SERVICES
Ms. Phillips shared program updates with the Board across all counties. She shared that this year is a millage year for Chippewa County and shared current flyers made as well as 2021 ballot approval rates in every township. Since the last millage, we have opened a senior meal center in Trout Lake Township and Bruce Township as well as extended services in Rudyard Township from 3 days to 5 days and Drummond Island from 3 days to 4 days. Ms. Phillips shared that we were awarded two new vehicles to meet unmet needs for our senior residents. We have also been awarded an additional $85,000 in unit-rate reimbursement for adult day care or 'Take Five'. Ms. Twardy shared that BHKCAA has received a grant and will forward more information over to us. Mr. Batchelder commended the Agency for the repaired relationship with UPCAP. The Board thanked Ms. Phillips.

CONSENT AGENDA

A. Approval of Agenda, as presented;
B. Approval of the January 31st, 2024 Meeting Minutes;
C. Approval of the February-March Department Reports;
D. Approval of the Consent Agenda, as presented.

Mr. Hendrickson made a motion to approve the consent agenda. The motion was seconded by Ms. St. Louis-Scott. The motion carried unanimously.

BUSINESS ITEMS

Approval of Monthly Expenditures

The Finance Committee met before the Board meeting to review expenditures. A motion was made to approve expenditures in the amount of $716,040.86 from January 24th, 2024, to March 14th, 2024, by Mr. Hendrickson. The motion was seconded by Mr. Batchelder. The motion carried unanimously.

Luce Count Board Seat Update

Mr. Nolan shared the letter of interest from Rev. Melinda VanderSys. Mr. Nolan shared her professional background as she is the current Treasurer of the Newberry Area Ministerial Association and very active in Luce County, as well as our other service area. Mr. Hendrickson shared that she would be a great fit. Mr. Hendrickson made a motion to approve Rev. VanderSys to fill the vacant Luce County seat on the CLMCAA Board. The motion was seconded by Ms. Robbins. The motion carried unanimously.

Approval of CLMCAA Travel Policy

Mr. Nolan shared the policy and updates. Mr. Batchelder asked if it aligns with individual program policies and procedures, which it does. Mr. Batchelder made a motion to approve the CLMCAA Travel Policy. The motion was seconded by Ms. Miller. The motion carried unanimously.

Update on Strategic Plan & Community Needs Assessment

Mr. Nolan shared the internal scorecard that management put together and went through each item individually. No action was needed as this is an organizational standard. The Board had no further requests regarding the update.

Update on Community Action Plan

Mr. Nolan asked to table this until next meeting as he was not able to produce the full report out of EmpowOR in a timely manner. This item will be tabled for the next meeting.

Update on Chippewa County Millage Ballot

The language that the attorney put together was reviewed and Ms. Twardy questioned the 'increase' language instead of renewal. Mr. Hendrickson made a motion to approve the ballot language with the 'increase' language to be reviewed by our attorney and then proceed with his recommendation to the Chippewa County Commission for their approval. The motion was seconded by Ms. Robbins. The motion carried unanimously.

EXECUTIVE DIRECTOR REPORT

Mr. Nolan echoed the Bruce Township opening. He discussed last Board meeting requests about selection criteria being able to include first responders, firefighters, and police officers. He also followed up with Soo Housing about the shelter dollars information. Mr. Nolan shared information about the diaper programs we have been administering and their success in each County. Mr. Nolan shared information on the new grant, Social Determinants of Health through MDHHS and that it operates until 9/30/2025. Workplan details of this grant were shared with the Board. Mr. Nolan shared the full-enrollment initiative and thanks Ms. Twardy for attending the webinar on it. It is due in Spring of 2025. He also shared his update from last week, where Mr. Nolan attended a Wipfli training on federal grant compliance and Head Start regulation bootcamp for the week. He and the Accounts Payable both attended. Going forward, Mr. Nolan shared that staffing has been consistent and we now have an Administrative Assistant, Ms. Heather Jackson. He shared that we have some monitorings coming up for quality assurance in programs, but overall, this time of the year is spent gearing up for outreach and reviewing halfway marks of the fiscal year between program spending and clients served. Mr. Nolan shared that he will be attending legislative visits again in Lansing in May and Housing staff will be attending the BMCC conference this May as well. Lastly, Mr. Nolan shared an update from Community Housing Development, who visited the Newberry site yesterday to review a proposed senior housing complex. They feel optimistic about and we are going to move forward as partners on this project to establish senior housing in Newberry on our property adjacent to our center at 207 Newberry Ave., Newberry. Ms. Twardy asked about TEFAP and the LSSU Masters Program update. Mr. Nolan shared that he still hasn't met with legislatures but has met with the State Bureau to voice these concerns about food insecurity in our area. He also shared that he will be applying to the LSSU Masters Program relatively soon.

BOARD MEMBER COMMENTS

Mr. Hendrickson asked about an update on the phone system and that Bingo in Newberry will be on May 10th.

Ms. St. Louis-Scott shared that she heard back from Senator DaMoose's office, and they are still working on the tax on diapers and other hygiene products.

ADJOURNMENT

Mr. Hendrickson made a motion to adjourn. The motion was seconded by Mr. Batchelder. The motion carried unanimously. The meeting adjourned at 1:05 pm.

NEXT MEETING

The next Board Meeting is scheduled for 12:00pm on Wednesday, May 29th, 2024, at 510 Ashmun Street, Sault Ste. Marie, MI 49783.

Signed: Donn J. Riley
(Video & audio recording reviewed for authorization. Recordings available until 3/28/2025)
Donn Riley
Board Secretary/Treasurer