

**CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCES AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
MARCH 26TH, 2025**

MINUTES

Members Present:

Kathy Twardy
Donn Riley
Danielle Haske-Mielke
Mitzy Robbins
John Batchelder
Jim Traynor
Seth Johnson
Dennis Hendrickson

Members Absent:

Becky Davis
Andrew Rubinstein
Judy St. Louis-Scott
Rev. Melinda VanderSys
Barb Bennett
Kayla Pelter
Bill Henry

Staff present: Joe Nolan, Karen Gregg and Heather Jackson.

Ms. Twardy welcomed the Board members and staff. She called the meeting to order at 12:01 pm in the Avery Square 2nd Floor Conference Room.

BOARD CHAIR COMMENTS

Ms. Twardy thanked Mr. Batchelder for running the last meeting in her absence.

PUBLIC COMMENT

None.

CONSENT AGENDA

- A. Approval of Agenda as Written
- B. Approval of the 02/19/2025 Meeting Minutes
- C. Approval of the February-March Department Reports
- D. Approval of the Consent Agenda

Ms. Robbins made a motion to approve, Mr. Hendrickson seconded. Motion carried unanimously.

BUSINESS ITEMS

Approval of Monthly Expenditures

Mr. Riley motioned to approve \$627,466.53 expenses from 01/28/25-03/18/25. Mr. Johnson seconded. Motion carried unanimously.

Approval of Organizational Chart

Mr. Nolan presented the title changes for three current staff members within Head Start. These will all be the same duties and employees, just a different title. Ms. Allison Gough is currently the Early Learning Inclusion Specialist. This will be Disabilities Manager. Ms. Jen LaBonte is the Parent, Staff, Family & Community Engagement Manager. This title will now be Staff, Family & Community Engagement Manager. Mr. Jamie Johnson was previously Behavior Intervention Manager and will now

**CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCES AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
MARCH 26TH, 2025**

be Classroom Support Manager. Mr. Johnson motioned to accept the changes. Ms. Haske-Mielke seconded. Motion carried unanimously.

Update on Community Needs Assessment & Strategic Plan

Mr. Nolan discussed the progress of both the Community Needs Assessment and Strategic Planning. At the first meeting we found the gaps in responses from our clientele and addressed such at the meetings, allowing our staff to champion us. The results proved us to double the number of surveys taken and eliminated the gaps in demographics. Mr. Nolan shared a self-assessment scorecard on the Strategic Plan update and reviewed it with the Board.

Update on Community Action Plan

Per our organizational standards we must provide an update on our plan. The measurable units are reported on each Directors report and are recorded in EmpowOR.

EXECUTIVE DIRECTOR REPORT

Mr. Nolan announced the passing of former employee, Marge Usimaki to the Board. Mr. Nolan reviewed the site plan in detail of the Newberry Housing project with the architect-provided presentation. Mr. Nolan shared that State Representative – David Prestin has signed a Letter of Support for the project as well. Mr. Nolan shared and reviewed the new monthly senior services newsletter that will be disbursed by meal drivers and by mailing lists. We had 800 copies made of the first edition – April 2025. Mr. Nolan went into detail about our new shelter units and that we have received \$2,000 in donations to furnish the units, as well as hygiene kits from LSSU nursing and move-in kits from Soo Housing for the program participants. Mr. Nolan discussed more about the Community Needs Assessment and the steps that follow the completion of that report. Mr. Nolan also shared the agenda and information for MCA Legislative Day in May, which he will be attending again this year. Lastly, he discussed plans for the Agency's 60th anniversary in July, and suggestions for invites followed from the Board.

BOARD MEMBER COMMENTS

Ms. Twardy has communicated with KMG and that they will organize and pay for the groundbreaking in Newberry for the Senior Apartments. She also spoke with Mr. Troy Earls our Transportation Director regarding us being closed to align with the school closures. Mr. Nolan has generated a Policy Review Committee from our Board of Directors. They are meeting about a few policies that we feel need to be updated and will be reaching out soon to facilitate that. He has been working on a new layout soon for inclement weather which will have everything written out.

Mr. Riley has noticed that Ms. Amanda Roberts in Luce County has been very busy and working well to gain visibility. Mr. Hendrickson added that the additional awareness and events are helping us gain more exposure. He had someone at the meal site ask him to report back to the board that she is doing a wonderful job.

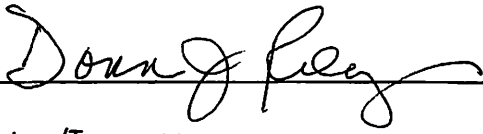
ADJOURNMENT

Mr. Johnson made a motion to adjourn. The motion was seconded by Ms. Robbins. The meeting adjourned at 12:59pm.

**CHIPPEWA-LUCE-MACKINAC COMMUNITY ACTION
HUMAN RESOURCES AUTHORITY, INC.
BOARD OF DIRECTORS MEETING
MARCH 26TH, 2025**

NEXT MEETING

The next Board Meeting is scheduled for 12:00 pm on Wednesday, May 28th, 2025, in the Avery Square Second Floor Conference Room.

Signed: 
Donn Riley
Board Secretary/Treasurer