

Macomb Community Action Advisory Board  
Executive Committee Minutes  
April 11, 2017

The Macomb Community Action Advisory Board Executive Committee met on Tuesday, April 11, 2017, in the Training and Conference Center at 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

Denise Amenta, Chair  
Michael Bruci  
Tom Kalkofen

MEMBERS EXCUSED:

John Bierbusse  
Monica Bihar-Natzke

STAFF PRESENT:

Joe Cooke  
Karen Frasard  
Kristie King  
Michelle Penilton  
Rhonda Powell

OTHERS PRESENT:

1. Call to Order

The meeting was called to order by Chair Amenta at 11:41 a.m.

2. Determination of a Quorum

It was determined that a quorum was established with three members present.

3. Recommendation to approve the Agenda

Michael Bruci made a motion, supported by Tom Kalkofen, to approve the Agenda as submitted. Motion carried.

4. Public Comment

Chair Amenta stated that this committee operates under the Open Meetings Act and asked if anyone was present who wished to address the Committee. There being no one present requesting this privilege, Chair Amenta proceeded with the meeting.

5. Recommendation to approve the February 7, 2017 minutes

Michael Bruci made a motion, supported by Denise Amenta, to approve the February 7, 2017 minutes. Motion carried.

6. Recommendation to receive and file the fiscal monitoring report from the Bureau of Community Action and Economic Opportunity on the CSBG and DOE programs

Joe Cooke presented information on the report, stating there were no findings.

Tom Kalkofen made a motion, supported by Michael Bruci, to receive and file the fiscal monitoring report from the Bureau of Community Action and Economic Opportunity on the CSBG and DOE programs. Motion carried.

7. Recommendation to receive and file the monitoring report from the U.S. Department of Housing and Urban Development on the HOME and NSP3 programs

Joe Cooke presented information on the monitoring report, stating:

- This is a continuing monitor report regarding Solid Ground
  - HUD agreed to reduce the grant amount to cover repayment
  - The finding is now closed

Discussion ensued.

Michael Bruci made a motion, supported by Tom Kalkofen, to receive and file the monitoring report from the U.S. Department of Housing and Urban Development on the HOME and NSP3 programs. Motion carried.

8. Recommendation to receive and file the monitoring report from Michigan Works on the Transportation program

Joe Cooke presented information on the clearance letter, stating there were no observations of non-compliance.

Tom Kalkofen made a motion, supported by Michael Bruci, to receive and file the monitoring report from Michigan Works on the Transportation program. Motion carried.

9. Recommendation to receive the Community Foundation grant funds for the Head Start 0 – 5 program

Joe Cooke presented information on the grant funds, stating:

- This letter states that we were approved for the Community Foundation grant
- OLHSA is a collaborating partner on the grant
- This is for the Trauma Smart grant, which provides training for staff and bus drivers

Michael Bruci made a motion, supported by Tom Kalkofen, to receive the Community Foundation grant funds for the Head Start 0 – 5 program. Motion carried.

10. Recommendation to receive the Head Start 0 – 5 Grant funds for 05CH8330 Year #5 for 2017-2018

Joe Cooke reviewed the information for the Head Start 0 – 5 grant funds for the year #5 for September 2017-2018 school year.

Michael Bruci made a motion, supported by Tom Kalkofen, to receive the Head Start 0 – 5 Grant funds for 05CH8330 Year #5 for 2017 – 2018. Motion carried.

11. Recommendation to receive the Head Start – Child Care Partnership Grant funds for 05HP0010 Year #3 for 2017-2018

Joe Cooke reviewed the information for the grant funds for 05HP0010 Year #3.

Tom Kalkofen made a motion, supported by Michael Bruci, to receive the Head Start – Child Care Partnership Grant funds for the 05HP0010 Year #3 for 2017 – 2018. Motion carried.

12. Recommendation to approve the board membership application

Rhonda Powell reviewed the membership application, stating:

- Susan Burkhardt was recommended by Pamela Lavers, Deputy County Executive
- This would be for the private sector

Denise Amenta informed the members that Elise Johnson resigned. Discussion ensued.

Denise Amenta, chair, called for an ad-hoc committee for the purpose of recruiting board members. Discussion ensued. Committee formed at the order of the chair.

13. Emerging Issues / Other Business

Rhonda Powell informed the members of the following:

- A report Steve Gold released that summarizes the president's proposed budget and how it would affect our programs
- Steve Gold is retiring May 5<sup>th</sup>
  - County Executive Mark Hackel has appointed Rhonda to fill the position of Director of Health & Community Services
  - This appointment to be confirmed by the Board of Commissioners

Discussion ensued.

14. Schedule next meeting: Tuesday, May 9, 2017  
Training & Conference Center, VerKuilen Building

15. Adjournment

The meeting adjourned at 12:22 p.m.

Respectfully submitted,

Karen Frasard  
Recording Secretary