

Macomb Community Action Advisory Board  
Executive Committee Minutes  
November 7, 2017

The Macomb Community Action Advisory Board Executive Committee met on Tuesday, November 7, 2017, in the Training and Conference Center at 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

Denise Amenta, Chair  
John Bierbusse  
Michael Bruci  
Monica Bihar-Natzke  
Matthew Micinski  
Krista Willette  
Tom Kalkofen

MEMBERS EXCUSED:

STAFF PRESENT:

Linda Azar  
Ernest Cawvey  
Joe Cooke  
Karen Frasard  
Kristie King  
Antonisha Smith

OTHERS PRESENT:

1. Call to Order

The meeting was called to order by Chair Amenta at 11:40 a.m.

2. Determination of a Quorum

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

3. Recommendation to approve the Agenda

Michael Bruci made a motion, supported by Matthew Micinski, to approve the agenda. Motion carried.

4. Recommendation to approve the September 12, 2017 minutes

Monica Bihar-Natzke made a motion, supported by Michael Bruci, to approve the September 12, 2017 minutes.

5. 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.

6. Recommendation to approve changes to the By-Laws

Monica Bihar-Natzke made a motion, supported by John Bierbusse to approve changes to the By-Laws. Motion Carried.

- 6.1 Amend the number of public officials from 7 to 5; 3 of 5 should be designees.

Michael Bruci made a motion, supported by Krista Willette, to approve changes. Motion carried.

- 6.5 Amend the number of members from 21 to 15.

Krista Willette made a motion, supported by Matthew Micinski to approve changes. Motion Carried

- 8.3 Amend the composition of Program Planning and Evaluation Committee from 10 to 7 members.

John Bierbusse made a motion, supported by Monica Bihar-Natzke to approve changes. Motion Carried

8.4 Change the composition of the Budget Committee from 10 to 7 members.

Michael Bruci made a motion, supported by John Bierbusse to approve changes. Motion Carried.

7. Recommendation to receive funds from the Area Agency on Aging 1-B.

Kristie King presented information on funds received from the Area Agency on Aging 1-B for the following:

- Home Injury Control
- Dementia Adult Day Health Services
- Congregate and Home Delivered Meals
- Resource Advocacy
- Chore
- Evidence Based Disease Prevention 18
- Evidence Based Disease Prevention 17

Krista Willette made a motion, supported by Michael Bruci, to receive funds for Home Injury Control. Motion carried.

Tom Kalkofen made a motion, supported by Matthew Micinski, to receive funds for Dementia Adult Day Health Services. Motion carried.

Michael Bruci made a motion, supported by Monica Bihar-Natzke, to receive funds for Congregate and Home Delivered Meals. Motion carried.

Matthew Micinski made a motion, supported by Tom Kalkofen, to receive funds for Resource Advocacy. Motion carried.

Krista Willette made a motion, supported by Michael Bruci, to receive funds for Chore. Motion carried.

Michael Bruci made a motion, supported by Monica Bihar-Natzke, to receive funds for Evidence Based Disease Prevention 18. Motion carried.

Tom Kalkofen made a motion, supported by Michael Bruci, to receive funds for Evidence Based Disease Prevention 17. Motion carried.

Linda Azar presented information on Great Parents, Great Start Macomb, stating:

- The grant was written for Smart Connection which is the parent piece to help make the connection for parents.
- The grant was awarded and will be used for parent education; little funds will be used for staff.

8. Recommendation to receive funds from Great Parents, Great Start Macomb

Monica Bihar-Natzke made a motion, supported by Krista Willette, to receive funds Great Parents, Great Start Macomb. Motion carried.

9. Recommendation to receive and file the MDHHS Monitoring Closeout Letter

Joe Cooke presented information on the MDHHS Monitoring Closeout Letter, stating:

- The letter closes out organization standards monitoring that was conducted in May.
- The letter is a receipt of acceptance of corrective action plan and re-entry into compliance.

Michael Bruci made a motion, supported by Matthew Micinski, to receive and file the MDHHS Monitoring Closeout Letter. Motion carried.

10. Discussion: Associate Member status

Karen Frasard provided a brief update on the number of those interested in Associate Member: there are currently four.

- Bob Combs is interested in serving.
- Kristie provided three contacts to consider. We made contact and hope to have their participation.
- Madiha Tariq stepped down; will reconsider if schedule changes in the future.
- Questions arose about associate member entitlement to stipend.
- Questions arose about creating a criteria for accountability purposes.

Discussion ensued.

11. Other business

- Full board meetings will take place in February, April, June, August, October, and December.
- Explore call in options.
- Awardees for Annual Event.
- Recognition of Pastor Mack; hoping to have Mack family participation.

12. Schedule next meeting:      Tuesday, December 12, 2017  
   Full Board  
   Italian American Cultural Club, Clinton Township

13. Adjournment

John Bierbusse made a motion to adjourn the meeting at 12:34 p.m. Motion carried

Respectfully submitted,

Antonisha Smith  
Recording Secretary