



Mark A. Hackel  
County Executive

# MACOMB COMMUNITY ACTION

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Ernest Cawvey  
Director

## THE PROMISE OF COMMUNITY ACTION

*Community Action changes people's lives,  
embodies the spirit of hope,  
improves communities,  
and makes America a better place to live.  
We care about the entire community,  
and we are dedicated to helping people  
help themselves and each other.*

April 7, 2020

TO: MCAAB Board Members

FR: Denise Amenta, Chair  
Macomb Community Action Advisory Board

CC: Ernest Cawvey,  
Director

John Paul Rea  
Deputy County Executive

RE: Macomb Community Action Advisory Board Meeting Notice

The Macomb Community Action Advisory Board meeting will be held on:

**Tuesday, April 14, 2020**

**CONFERENCE CALL MEETING**

**408-418-9388, code 713 076 941**

*PLEASE DIAL IN AT 11:30 a.m.*

## AGENDA

- I. Call to Order / Pledge of Allegiance / Community Action Promise
- II. Determination of a Quorum
- III. Recommendation to approve the Agenda
- IV. Public Comment
- V. Chairperson's Report
- VI. Consent Agenda
  1. Minutes from Full Board meeting, February 11, 2020
  2. Executive Committee Reports
    - A. Receive and File: BCAEO Monitoring Report on Organizational Standards
    - B. Receive and File: BCAEO Programmatic Monitoring Report on CSBG and WAP
    - C. Receive and File: BCAEO STAR Report
  3. Budget Committee Reports
    - A. Receive and File: Budget Summary
    - B. Receive and File: Special Assistance Grants Report
    - C. Receive and File: Cash Donations Report
    - D. Receive and File: Financial Detail Report: Calendar Year
    - E. Receive and File: Financial Detail Report: Community Development
    - F. Receive and File: Agency Credit Card Usage Report: January 2020
    - G. Receive and File: Macomb County Single Audit

Children & Family Services  
Action Centers  
Early Head Start / CCP  
Head Start 0 – 5  
Financial Empowerment  
Macomb Food Program  
(501c3)

Community Services  
Accessibility  
Community Development  
Chore Services  
Home Injury Control  
Home Rehab  
Minor Home Repair  
Transportation  
Weatherization

Office of Senior Services  
Adult Day Health Services  
Benefit Access  
Community Liaison  
Dining Senior Style  
Meals on Wheels

- VII. Program & Planning Committee Reports
  - 1. Head Start Program Manager's Report
    - A. Receive and File: Financial Reports – Head Start/Early Head Start, EHS-CCP
    - B. Receive and File: Strategic Planning/Self-Assessment Final Planning
    - C. Receive and File: Self-Assessment Improvement Plan Draft
    - D. Receive and File: 2019/2020 Program Goals
    - E. Receive and File: CLASS Review Monitoring Notification 60 Day Letter
    - F. Receive and File: Reschedule Letter of CLASS
    - G. Receive and File: Grant Submission Process / MCAAB
    - H. Receive and File: Semi Annual Status Report
    - I. Approve: Self-Assessment Strengths and Areas of Focus
    - J. Approve: Grant Submission Process for 2020-2021
      - a. 05CH01066501 Head Start & Early Head Start, year #3
      - b. 05HP000386 Early Head Start – Child Care Partnerships, year #2
    - K. Approve: Quality & COLA Application for Funding Letter
    - L. Discussion
      - a. COVID-19 IM-HS-19-01 General Disaster Recovery Flexibilities
      - b. T/TA Survey and MCAAB
    - M. Update: Policy Council
  - 2. Receive and File: ROMA FY2020 1<sup>st</sup> Quarter Report
  - 3. Receive and File: December 2019 and January 2020 Program Reports
- VIII. Organizational Standards
  - 1. OS 4.1, 6.3 Strategic Plan
  - 2. OS 6.5 Strategic Plan update
  - 3. OS 4.2, 4.4 Community Action Plan, J. Hintz
  - 4. OS 4.3 ROMA policy, J. Hintz
  - 5. OS 4.3 ROMA Certified Training
  - 6. OS 4.6 Risk Assessment
  - 7. OS 5.4 MCAAB By-Laws
  - 8. OS 5.6 Conflict of Interest policy
  - 9. OS 5.8 Member roles and responsibilities
  - 10. OS 7.7 Whistle Blower Policy
- IX. Director's Report
- X. Executive Summary
- XI. Other Business
  - 1. Next Meetings: *TUESDAY*, Executive Committee, May 5, 2020  
*TUESDAY*, Budget Committee, May 12, 2020  
*TUESDAY*, Planning Committee, May 19, 2020  
*TUESDAY*, Full Board, June 9, 2020
- XII. Adjournment

