

Macomb Community Action Advisory Board
Executive Committee Minutes
July 14, 2020

The Macomb Community Action Advisory Board Executive Committee held a virtual meeting by way of a conference call on Tuesday, May 5, 2020. Under CSPM 200 Policy Series effective April 14, 2020, during the Coronavirus Pandemic, virtual board meetings through conference calls are permitted regardless of inclusion in by-laws. Macomb Community Action, 21885 Dunham Road, Clinton Township, Michigan.

In accordance with the Open Meetings Act, virtual board meeting information is posted on the County website as well as displayed on the exterior Macomb Community Action office door

Roll call was taken. Members and staff present on the virtual meeting are indicated below.

MEMBERS PRESENT:

Denise Amenta, Chair
Monica Bihar-Natzke
Michael Bruci
Tom Kalkofen
Matthew Micinski

MEMBERS EXCUSED:

John Bierbusse
Krista Willette

STAFF PRESENT:

Linda Azar
Ernest Cawvey
Joe Cooke
Gary Cutler
Karen Frasard

OTHERS PRESENT:

1. Call to order

The meeting was called to order by Chair Amenta at 11:30 am.

At the request of Chair Amenta, Tom Kalkofen read the Promise of Community Action for the members.

2. Determination of a Quorum

A roll call of members was taken by Karen Frasard. It was determined that a quorum was established with five members present virtually.

3. Recommendation to approve the Agenda

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

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

4. Recommendation to approve the May 5, 2020, minutes.

Tom Kalkofen made a motion, supported by Michael Bruci, to approve the May 5, 2020, minutes.

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

5. Public Comment

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

Recommendation to receive and approve Consumers Energy Foundation COVID Food Program Expansion Grant 7. 8. 9. 10. Recommendation to receive and approve EHS-CCP COVID Grant funds 11. 12. 13. 14.

6. Recommendation to receive and approve Consumers Energy Foundation COVID Food Program Expansion Grant

Michael Bruci made a motion, supported by Matthew Micinski, to receive and approve Consumers Energy Foundation COVID Food Program Expansion Grant.

Linda Azar presented information on the funds, stating:

- These funds in the amount of \$50,000 will be used to expand the freezer in the warehouse
 - We have been challenged with freezer space due to extra commodities and TEFAP as a result of Coronavirus
 - Product has been stored offsite
 - We have proposed to the County an expansion of the freezer

Discussion ensued. Denise Amenta inquired if the offsite location was Gleaners.

- Ms. Azar responded that, no, Gleaners was not able to accommodate the additional product
- The location is in Livonia, which has been very cost effective, but challenging because of location

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

7. Recommendation to receive and approve Fiat Chrysler COVID Food Program Support Funds

Tom Kalkofen made a motion, supported by Matthew Micinski, to receive and approve the Fiat Chrysler COVID Food Program Support Funds.

Linda Azar presented information on the funds, stating:

- With appreciation to Ernest Cawvey and County leadership, a connection was made with Fiat Chrysler and \$20,000 was secured
- This is to purchase additional food items to distribute to the community
- Fiat Chrysler also loaned vehicles to use

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

8. Recommendation to receive and approve TEFAP COVID Funds

Matthew Micinski made a motion, supported by Michael Bruci, to receive and approve the TEFAP COVID Funds.

Linda Azar presented information on the TEFAP COVID funds, stating

- These funds support our commodity distribution, TEFAP (The Emergency Food Assistance Program)
- Funds support additional expenses toward operations, such as delivery
 - Funds are not for food

Discussion ensued. Denise Amenta inquired whether these funds could also supplement the extra freezer storage.

- Ms. Azar responded that, yes, these funds are eligible for equipment

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

9. Recommendation to receive and approve Head Start – Early Head Start COVID Grant funds

Michael Bruci made a motion, supported by Matthew Micinski, to receive and approve Head Start – Early Head Start COVID Grant funds.

Linda Azar presented information on the Head Start – Early Head Start COVID funds, stating:

- These additional funds are to prevent, prepare, and respond to COVID for Head Start and Early Head Start
 - The amount was calculated at \$875 per child
- Funds can be used for sanitization units, PPE, virtual learning devices, curriculum, etc.
- Staff are still in the early stages of the spending plan, but funds must be used to prevent, prepare, and respond to COVID
- The amount is \$820,806 for Head Start – Early Head Start

Discussion ensued. Denise Amenta inquired if these funds are a result of the grant application Kathleen Nicosia brought to the board.

- Linda Azar responded that, yes
 - This was not a competitive bid grant, it was based on slots we have

Denise Amenta thanked the hard work of Kathleen Nicosia and her team for the hard work and efforts put into this grant.

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

10. Recommendation to receive and approve Early Head Start – Child Care Partnership COVID Grant funds

Michael Bruci made a motion, supported by Matthew Micinski, to receive and approve Early Head Start – Child Care Partnership COVID Grant funds.

Linda Azar presented information on the Early Head Start – Child Care Partnership funds, stating:

- This is the portion dedicated to the Child Care Partnership portion
 - The amount allocated is \$875 per child
- This is to address COVID related issues as sites reopen
- The amount for this grant is \$77,335

Discussion ensued.

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

11. Recommendation to receive and approve UWSEM Basic Needs Grant funds

Tom Kalkofen made a motion, supported by Matthew Micinski, to receive and approve the UWSEM Basic Needs Grant funds.

Linda Azar presented information on the funds, stating:

- We have been applying for grants through the United Way for several years
 - This grant is for housing support
 - We plan to use this to help those who are just above the threshold or those who have had a reduced income due to COVID or unemployment

Discussion ensued. Denise Amenta inquired about the threshold.

- Ms. Azar explained that CSBG uses 200% poverty level for assistance
- These funds will be helpful to broaden our reach to support those who have experienced housing issues, including homeless prevention

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

12. Recommendation to receive and approve Ballmer Grant funds

Matthew Micinski made a motion, supported by Michael Bruci, to receive and approve the Ballmer Grant funds.

Joe Cooke provided information regarding the Ballmer grant, stating:

- This was a group that Ernest Cawvey made contact with several months ago
- They are nation-wide but concentrate in the Seattle, Los Angeles, and Detroit areas
 - A portion of the funds will be used to purchase ramps for homes

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

13. Recommendation to receive and approve Community for Southeast Michigan COVID Grant Funds

Tom Kalkofen made a motion, supported by Michael Bruci, to receive and approve the Community for Southeast Michigan COVID Grant funds.

Linda Azar provided information on the funds, stating:

- We've been working with the Community Foundation for a grant for Trauma Smart
- These additional grant funds were a pleasant surprise; we did not apply for them
- Funds are to support emergency needs as a result of COVID
 - Health and safety, remote learning, school readiness kits, etc.

Discussion ensued. Tom Kalkofen inquired about the timelines for spending all of the grant funds, asking if there would be a problem spending the funds within the timelines indicated.

- Linda Azar responded
 - We were able to stagger the funds for Head Start
 - The funds for the Food Program are a bit more challenging since there are various timelines
 - We are making it work

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

14. Recommendation to receive and file AAA1B Programmatic Assessment

Matthew Micinski made a motion, supported by Tom Kalkofen, to receive and file the AAA1B Programmatic Assessment.

Joe Cooke presented information regarding the AAA1B Programmatic Assessment, stating:

- Annual assessments are done on Home Delivered and Congregate Meals programs
 - Assessments on units met, procedures, etc.
- There were no findings on this assessment

Summary of the vote on the motion: (5 – 0 – 0)

Aye – Denise Amenta, Monica Bihar-Natzke, Michael Bruci, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

15. Other Business

- COVID-19 Public Participation Process

Karen Frasard provided information on how the public is made aware of the Macomb Community Action Advisory Board meetings, stating:

- Details for the virtual meeting, including the phone number, are included on the MCAAB 2020 schedule which is posted on the door of Suite 10 of MCA
- Details for the virtual meeting are also put on the MCA Advisory Board page on the website

Discussion ensued. Denise Amenta suggested that if a member of the community calls inquiring about how or why we do what we do that we inform them of our board meetings and invite them to attend. This would be another means by which we could get participation.

Discussion continued regarding public hearings and announcements in the news for CSBG and CDBG.

