

Macomb Community Action Advisory Board
Executive Committee Minutes
March 9, 2021

The Macomb Community Action Advisory Board Budget Committee held a virtual meeting by way of a conference call on Tuesday, March 9, 2021. 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, Sterling Heights, MI
John Bierbusse, Clinton Township, MI
Monica Bihar-Natzke, Warren, MI
Tom Kalkofen, Bruce Township, MI
Matthew Micinski, Sterling Heights, MI

MEMBERS EXCUSED:

Krista Willette
Michael Bruci

STAFF PRESENT:

Linda Azar, Clinton Township, MI
Ernest Cawvey, Rose Township, MI
Joe Cooke, Clinton Township, MI
Gary Cutler, Clinton Township, MI
Karen Frasard, Clinton Township, MI

OTHERS PRESENT:

Dr. Stephen Swetech, Clinton Township, MI

1. Call to order

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

2. Determination of a Quorum

A roll call of members was taken by Karen Frasard with members stating the city they are in for the virtual meeting. It was determined that a quorum was established with five members present virtually.

At the request of Denise Amenta, Tom Kalkofen recited the Promise of Community Action.

3. Recommendation to approve the Agenda

John Bierbusse made a motion, supported by Monica Bihar-Natzke, to approve the agenda.

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

4. Recommendation to approve the January 12, 2021, minutes.

Matthew Micinski made a motion, supported by Monica Bihar-Natzke, to approve the January 12, 2021, minutes.

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

5. Public Comment

Denise Amenta welcomed Dr. Stephane Swetech to the meeting and 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, Ms. Amenta proceeded with the meeting.

6. Recommendation to receive and file the BCAEO FY2020 Review Report

Tom Kalkofen made a motion, supported by John Bierbusse, to receive and file the BCAEO FY2020 Review Report.

Joe Cooke presented information on the report explaining that this is a brief report from Kris Schoenhow, director of Bureau of Community Action and Economic Opportunity, Michigan Department of Health and Human Services. This is a wrap up of last year's activities, acknowledging struggles and successes administering the Corona Virus funding to assist with water assistance, food boxes, PPE, digital divide, etc.

Discussion ensued with Dr. Swetech stating that his small practice qualified for PPE supplies and was grateful for the help during the financially challenging times. Ms. Amenta stated she is appreciative of the narrative in this report from the Bureau.

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

7. Recommendation to receive and file MCA 2018-2019 Annual Report

Monica Bihar-Natzke made a motion, supported by Matt Micinski, to receive and file the MCA 2018-2019 Annual Report.

Joe Cooke presented information on the report, stating:

- The Planning Department assisted with layout and finalizing the document
 - Due to other priorities in the Planning Department with COVID, the Census, and other projects, the report was delayed
- The report covers the period October 2018 through September 2019
- We wanted to focus on overall accomplishments and numbers for the programs

Discussion ensued. Members were assured that hard copies will be made available.

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

8. Recommendation to approve the HUD FY2021 Fund Allocation notification

John Bierbusse made a motion, supported by Tom Kalkofen, to approve the HUD FY2021 Fund Allocation notification.

Joe Cooke presented information on the funds, stating:

- These funds are for and help us run the Community Development program
 - Period of performance: July 1, 2021 through June 30, 2022
 - Community Development Block Grant funds: \$1,878,057
 - HOME funds: \$1,679,219
 - Helps to run the Rehab program
 - Emergency Solutions Grant funds: \$160,955
 - Helps to support homeless services in the County

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

9. Updates

Joe Cooke provided an update to the members on the upcoming large projects and funding over the next couple of years, stating:

- EFSP (Emergency Food and Shelter Program)
 - These are FEMA funds and come through the United Way
 - There are three phases going on at the same time for January 2020 through May 31, 2021
 - Phase 37 for \$155,000 – this has been spent
 - CARES Phase for \$139,000 – on target to spend
 - Phase 38 for \$142,000 – not yet received
 - Intend to use entirely for the purchase of food
- Emergency Rental Assistance Program – a new program
 - Coming through the U.S. Department of Treasury and Michigan State Housing Development Authority (MSHDA)
 - The County applied for \$26M through the Department of Treasury and was approved
 - MSHDA offered an additional \$20M
 - These funds are to provide emergency rental assistance in Macomb County
 - We can go back to March of last year, and we can go forward three months
 - Can also be used for sustaining internet usage, as well as utility assistance
 - It was decided by the County Executive's office and the Finance Department, that MCA would be the lead agency for the County
 - We plan to bring on additional staff
 - MSHDA is creating a portal that all customers, landlords, and staff will go through
 - MSHDA is looking for a lead agency to be the fiduciary of these additional \$20M funds
 - We have been in discussion with the Homeless Coalition regarding this
 - Program is scheduled to end December 31, 2021 but we expect it will extend through 2022
- Weatherization Program is expecting more funds but the amounts are yet to be determined
 - This is expected to come through the Stimulus process and also as an expansion program
 - We are posting for employees in preparation of this growth
- Water Assistance Program through the state, similar to the program through the CARES water program
 - We will be able to assist with water arrearages, plumbing issues, water and sewer, etc.
 - No solid information yet on how much is coming
 - Communication between the three counties, Oakland, Wayne, and Macomb, on what this program should look like

Discussion ensued. Denise Amenta inquired if the water assistance program will assist with those who have septic tanks; Joe Cooke confirmed that it would. Discussion continued about the rental assistance and if it helps with mortgage payments; Joe Cooke said it is strictly for rental assistance.

10. Other Business

Ernest Cawvey informed the members that Michigan Community Action is offering free board training that is being conducted by former MCA directors, Frank Taylor and Mary Solomon. More information to come.

Joe Cooke informed the members that the By-Laws Ad-Hoc committee has a scheduled meeting on March 15th.

Denise Amenta inquired about results of Walk for Warmth, status of the Elimination Raffle, and informed the members that board member, Carmen Bordea, has a new job and is now working for the State of Michigan as the Digital Literacy Learning Coordinator. Carmen's new role will still represent refugees and her supervisor will allow her to continue to serve on MCAAB.

Joe Cooke provided a quick update on Walk for Warmth. A final report will go to the next Program & Planning Committee meeting in March. Mr. Cooke stated the Elimination Raffle has been postponed and will be held September 23, 2021.

Matt Micinski stated that he appreciates the collaboration and partnership we have between us and the Department of Health and Human Services to assist customers.

Denise Amenta thanked Monica Bihar-Natzke for stepping in and taking the lead on the By-Laws Ad-Hoc committee while Michael Bruci is unable to do so at this time.

11. Adjournment

John Bierbusse made a motion, supported by Monica Bihar-Natzke, to adjourn the meeting at 12:13 p.m. Tom Kalkofen, to receive and file the 2021 MCA Budget.

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

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tom Kalkofen, Matthew Micinski

Nay – None

Abstain – None

Motion carried.

Respectfully submitted,

Karen Frasard