

Macomb Community Action Advisory Board
Full Board
December 14, 2021

The Macomb Community Action Advisory Board Full Board held a hybrid meeting by way of a conference call as well as in-person on Tuesday, December 14, 2021. Those who attended in person met in the MSUE Assembly Room of the VerKuilen Building, 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 or on the virtual meeting are indicated below.

MEMBERS PRESENT VIRTUALLY:

Monica Bihar-Natzke, Warren, MI
Tanya Blatz, Clinton Township, MI
Carmen Bordea, Warren, MI
Michael Brucci, Sterling Heights, MI
Joan Flynn, Warren, MI
Tom Kalkofen, Bruce Township, MI
Matthew Micinski, Shelby Township, MI
Matthew Wallace, Clinton Township, MI
Carlee Wilson, Chesterfield, MI

MEMBERS EXCUSED:

Justin Al-Igoe
Bob Combs
Sara Gold
Judge William Hackel

MEMBERS PRESENT IN PERSON:

Denise Amenta
Krista Willette

STAFF PRESENT IN PERSON:

Linda Azar
Ernest Cawvey
Joe Cooke
Gary Cutler
Karen Frasard
Maralyn McNally
Jennifer Meech
Kathleen Nicosia
Jennifer Putney

STAFF PRESENT VIRTUALLY:

Nicole Urban, Clinton Township, MI

I. Call to Order/Pledge of Allegiance

The meeting was called to order at 12:03 pm by First Vice Chair, Tanya Blatz.

Members recited the Pledge of Allegiance. Tanya Blatz then recited the Promise of Community Action and the mission statement.

II. Determination of a Quorum

A roll call of members was taken by Karen Frasard. It was determined that a quorum was established with 11 members present (2 in-person and 9 virtual).

III. Recommendation to approve the Agenda

Joan Flynn made a motion, supported by Carmen Bordea, to approve the agenda as submitted.

Summary of the vote on the motion:

Aye – All members present virtually and in-person

Nay – None

Abstain – None

Motion carried.

IV. Public Comment

Ms. Blatz stated that this committee operates under the Open Meetings Act and asked if anyone was present or on the phone who wished to address the Committee regarding items related to the Agenda. There being no one requesting this privilege, Ms. Blatz proceeded with the meeting.

V. Chairperson's Report

Joan Flynn made a motion, supported by Monica Bihar-Natzke, to approve the application of Carlee Wilson as a new Board member.

Summary of the vote on the motion:

Aye – All members present virtually and in-person

Nay – None

Abstain – None

Motion carried.

VI. Board Member Recognition

Two members who are resigning effective December 31, 2021, were recognized today: Tom Kalkofen and Denise Amenta.

Ernest Cawvey presented a plaque to Tom Kalkofen, thanking him for his years of service on MCAAB. Tom is a "hawk" for the budgets and comes prepared with questions and helps push us to stronger debate, which leads to more thoughtful decisions.

Ernest Cawvey presented a gift to Denise Amenta, thanking her for her years of service since 2005 on MCAAB. Denise has a mission to serve and a passion for board engagement. She thought deeply on how we can engage the board more, advocated for board training and development, and had a hand in moving to a consent agenda to provide for more discussion and board engagement.

VII. Consent agenda

Denise Amenta made a motion, supported by Joan Flynn, to approve the items in the consent agenda.

1. Minutes from Full Board meeting, October 12, 2021
2. Executive Committee Reports
 - A. Receive and approve: AAA 1-B Chore Grant Agreement \$154,980
 - B. Receive and approve: AAA 1-B Community Liaison Grant Agreement \$113,333
 - C. Receive and approve: AAA 1-B Dementia Adult Day Care Grant Agreement \$143,914
 - D. Receive and approve: AAA 1-B Nutrition Grant Agreement \$2,903,681
 - E. Receive and approve: HUD Home-ARP Grant Agreement \$6,086,008
 - F. Receive and approve: SMART Grant Agreement \$96,592
 - G. Receive and approve: United Way Basic Needs Agreement \$100,000
 - H. Receive and approve: LIHEAP Weatherization \$307,186
3. Budget Committee Reports
 - A. A Receive and Approve: Vendor Payment report
 - B. Receive and File: Budget Summary
 - C. Receive and File: Special Assistance Grants Report
 - D. Receive and File: Cash Donations Report
 - E. Receive and File: CARES/COVID Funding report
 - F. Receive and File: Financial Detail Report: OSS
 - G. Receive and File: Financial Detail Report: Head Start
 - H. Receive and File: Agency Credit Card Usage Report: September 2021
 - I. Receive and Approve: carry forward Head Start Funds \$233,490.67 and CARES COVID funds \$194,631.64
 - J. Approve: Mileage Policy

4. Program & Planning Committee Reports
 - A. Head Start Report
 1. Receive and File: Financial Reports
 2. Receive and file Strategic Planning/Self-assessment Dates 2021-2022
 3. Receive and File: 2021-2022 Summary of Program Goals
 4. Receive and File: 2021 Office of Head Start Communications (IM&PI)
 5. Receive and File: Non Federal Match Waiver Request for unspent carry forward funds
 6. Receive and File: Head Start Program Performance Standards
 - B. Receive and File: BCAEO CRF Programmatic and Financial Monitoring Report
 - C. Receive and File: BCAEO CSBG FY2020 Annual Report Summary Letter
 - D. Receive and File: BCAEO FY20 Programmatic Monitoring Report
 - E. Receive and File: BCAEO FY2020 Organizational Standards Monitoring Report

Summary of the vote on the motion: (11 – 0 – 0)

Aye – All members present virtually and in-person

Nay – None

Abstain – None

Motion carried.

VIII. Director's Report

IX. Other Business

1. 2022 MCAAB Meeting Schedule
2. Next Meetings: *TUESDAY*, Executive Committee, January 11, 2022
TUESDAY, Budget Committee, January 18, 2022
TUESDAY, Planning Committee, January 25, 2022
TUESDAY, Full Board, February 8, 2022

X. Public Comment

None.

XI. Adjournment

Tom Kalkofen made a motion, supported by Monica Bihar-Natzke, to adjourn the meeting at 12:20 p.m.

Summary of the vote on the motion: (11 – 0 – 0)

Aye – All members present virtually and in-person.

Nay – None

Abstain – None

Motion carried.

Respectfully submitted,

Karen Frasard