

Macomb Community Action Advisory Board
Full Board
February 9, 2021

The Macomb Community Action Advisory Board held a virtual meeting by way of a conference call on Tuesday, February 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 VIRTUALLY:

Denise Amenta, Chair, Sterling Heights, MI
John Bierbusse, Clinton Township, MI
Monica Bihar-Natzke, Warren, MI
Tanya Blatz, Clinton Township, MI
Michael Bruci, Sterling Heights, MI
Bob Combs, Macomb Township, MI
Matthew Micinski, Shelby Township, MI
Elizabeth Vogel, Okaloosa County, Florida,
representing Clinton Township, MI

Members who logged in after roll call:

Carmen Bordea
Judge William Hackel

MEMBERS EXCUSED:

Joan Flynn
Tom Kalkofen
Krista Willette
Carlee Wilson

STAFF PRESENT VIRTUALLY:

Linda Azar, Clinton Township, MI
Ernest Cawvey, Clinton Township, MI
Joe Cooke, New Baltimore, MI
Sheila Cote', Clinton Township, MI
Gary Cutler, Clinton Township, MI
Karen Frasard, Clinton Township, MI
Kathleen Nicosia, Clinton Township, MI

OTHERS PRESENT:

I. Call to Order/Pledge of Allegiance

The meeting was called to order at 11:34 am by Chair Denise Amenta.

At the request of Chair Amenta, Tanya Blatz recited the Pledge of Allegiance, and Bob Combs recited the Promise of Community Action.

II. Determination of a Quorum

A roll call of members was taken by Karen Frasard. It was determined that a quorum was established with eight (8) members present virtually.

III. Recommendation to approve the Agenda

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

Summary of the vote on the motion: (8 – 0 – 0)

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tanya Blatz, Michael Bruci, Bob Combs, Matthew Micinski, Elizabeth Vogel

Nay – None

Abstain – None

Motion carried.

IV. Public Comment

Chair Amenta 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. There being no one present on the phone requesting this privilege, Chair Amenta proceeded with the meeting.

V. Chairperson's Report

Chair Amenta reminded members of their commitment to the board and the importance of responding to communication.

VI. Consent agenda

Bob Combs made a motion, supported by Tanya Blatz, to approve the items in the consent agenda. Ms. Amenta asked if there were any items in the consent agenda that should be removed and discussed separately. Hearing none, Ms. Amenta continued.

1. Minutes from Full Board meeting, December 8, 2020
2. Executive Committee Reports
 - A. Receive and Approve: CRF Digital Divide Grant Funds Amendment \$60,000
 - B. Receive and Approve: UWSEM Winter Relief Grant \$100,000
 - C. Receive and Approve: CFSM Pedals Grant \$21,000
 - D. Receive and File: BCAEO STAR Assessment 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: CARES/COVID Funding report
 - E. Receive and File: Financial Detail Report: Macomb Food Program
 - F. Receive and File: Financial Detail Report: Administration
 - G. Receive and File: Agency Credit Card Usage Report: October/November 2020
 - H. Receive and File: 2019 Macomb County Single Audit Report
4. Program & Planning Committee Reports
 - A. Head Start Report
 1. Receive and File: Financial Reports – Head Start/Early Head Start, EHS-CCP
 2. Receive and File: Strategic Planning/Self-Assessment Report
 3. Receive and File: Parent/Community Complaint Procedure
 4. Approve: Transfer of approximately 24 Teacher Aides PT to FT, pending County Departmental and OCE approval
 - B. Receive and File: October and November 2020 Program Reports
 - C. Receive and File: ROMA FY2020 4th Quarter Report
 - D. Receive and File: HUD FY2020 Monitoring report on CDBG
 - E. Approve: ROMA FY2021 Plan

Summary of the vote on the motion: (8 – 0 – 0)

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tanya Blatz, Michael Bruci, Bob Combs, Matthew Micinski, Elizabeth Vogel

Nay – None

Abstain – None

Motion carried.

VII. Board Development: ROMA Training

Julie Hintz provided training on the ROMA cycle.

Discussion ensued.

VIII. Review: Community Needs Assessment

Joe Cooke provided a review of the Community Needs Assessment, highlighting areas of identified needs and barriers and reviewing the recommendations made by Public Sector Consultants.

Let the record show that Judge William Hackel is now on the call.

Discussion ensued. Chair Amenta stated that she would poll the members to determine how many hard copies of the CNA are needed for the board.

Ms. Amenta thanked Joe for the review and thanked Julie Hintz for the ROMA training.

IX. Mission Moment

Chair Amenta stated that the Mission Moment will be combined with the Director's Report.

X. Director's Report

Let the record show that Carmen Bordea is now on the call.

Ernest Cawvey provided an update, stating:

- To follow-up on the Community Needs Assessment,
 - We have discussed a COVID supplemental addendum that may reflect emerging needs that impact vulnerable groups disproportionately
 - We are having discussions with Michigan Community Action about how others are using primary and secondary data collection methods to enhance their CNA and update their Strategic Plan to keep a pulse on emerging needs related to COVID
- A general agency Mission Moment: staying in touch with state-wide associations, connected with the Bureau, helping to reposition Michigan Community Action to be higher leverage and visibility for us and all of our agencies
- Meetings have been held with the Ministerial Alliance about faith based outreach and disparities
 - We continue to be recognized as a high quality partner by community organizations
 - We've been invited to work with the Ministerial Alliance to present to them some outreach strategies they can help with throughout their congregation outreach, ensuring that everyone who is in need and eligible can get assistance
- Our tax season has kicked off
 - We are partnering with Veteran's Department and the Accounting Aide Society
 - This is one of the first public uses of our Action Center since COVID began
 - All of our operations have been adapted in an abundance of caution for COVID guidelines
 - This is a step in opening our Action Centers to the public
- We have had on-going negotiations with Mount Clemens Community Schools regarding the lease
 - We proposed an extension to take us through August 31, 2021 with the goal of renegotiating the lease
- Opening up the FRC affects our partners
 - We are working with logistics to have all partners to utilize the County COVID screener
 - All clients entering the building would also have to utilize the County COVID screener
 - An automatic temperature scanner has been installed at the entry
 - Clients would be escorted down the hall to their appointment
 - We are working toward a phase-in of our operations in the FRC, depending on what risk they present and the logistics and feasibility of having them use the facility within established safety protocols
- Our community presence – we have adapted well to virtual intake and moving toward improvements as we open to the public
- We are seeing an increase in most of our regular funding sources with regulatory flexibility, increased eligibility guidelines, reduced administrative overhead requirements
 - We are seeing new funding
 - Emergency Rental Assistance program through the Department of the Treasury is expected to come to the County
 - We expect an increase in Weatherization funds, similar to ARRA
 - Limitations were in place for in-home inspections in 2020
 - We will need to ramp up and protect our staff
- A reminder to the members that we have a potential opening for an elected official and have asked the Office of the County Executive for recommendations; your input and recommendations are welcomed. Elected officials may designate an appointee to serve and represent them in their seat. We want to ensure all constituents across Macomb County are represented.

XI. Executive Summary

Chair Amenta again thanked Julie Hintz for the ROMA training, Joe Cooke for the CNA review, and reminded members to be watching their emails regarding hard copies of the CNA.

XII. Other Business

1. Next Meetings: *TUESDAY*, Executive Committee, March 9, 2021
TUESDAY, Budget Committee, March 16, 2021
TUESDAY, Planning Committee, March 23, 2021
TUESDAY, Full Board, April 13, 2021

Chair Amenta inquired about in-person board meetings vs. virtual. Discussion ensued. Ernest Cawvey stated that virtual meetings when possible will remain.

XIII. Adjournment

John Bierbusse made a motion, supported by Tanya Blatz, to adjourn the meeting at 12:16 p.m.

Summary of the vote on the motion: (10 – 0 – 0)

Aye – Denise Amenta, John Bierbusse, Monica Bihar-Natzke, Tanya Blatz, Michael Bruci, Bob Combs, Matthew Micinski, Elizabeth Vogel, Carmen Bordea, Judge Hackel

Nay – None

Abstain – None

Motion carried.

Respectfully submitted,

Karen Frasard