

Macomb Community Action Advisory Board
Full Board
August 10, 2021

The Macomb Community Action Advisory Board Budget Committee held a hybrid meeting by way of a conference call as well as in-person on Tuesday, August 10, 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:

Denise Amenta, Chair, Sterling Heights, MI
Monica Bihar-Natzke, Warren, MI
Carmen Bordea, Warren, MI
Michael Bruci, Sterling Heights, MI
Joan Flynn, Warren, MI
Sara Gold, Huntington Woods, MI
Judge Hackel, New Baltimore, MI
Tom Kalkofen, Bruce Township, MI
Matthew Micinski, Warren, MI
Krista Willette, Armada, MI
Carlee Wilson (joined after roll call)

MEMBERS EXCUSED:

Tanya Blatz
Bob Combs
Brandon Jonas

MEMBERS PRESENT IN PERSON:

Justin Al-Igoe

STAFF PRESENT IN PERSON:

Linda Azar
Joe Cooke
Gary Cutler
Karen Frasard
Jennifer Meech
Kathleen Nicosia

STAFF PRESENT VIRTUALLY:

Ernest Cawvey, Rose Township, MI

I. Call to Order/Pledge of Allegiance

The meeting was called to order at 12:12 pm by Chair Denise Amenta.

At the request of Chair Amenta, Joe Cooke recited the Pledge of Allegiance, and Carmen Bordea 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 11 members present virtually.

III. Recommendation to approve the Agenda

Justin Al-Igoe made a motion, supported by Joan Flynn, to approve the agenda as submitted.

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

Aye – Justin Al-Igoe, Denise Amenta, Monica Bihar-Natzke, Carmen Bordea, Michael Bruci, Joan Flynn, Sara Gold, Judge William Hackel, Tom Kalkofen, Matthew Micinski, Krista Willette

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 regarding items related to the Agenda. There being no one requesting this privilege, Chair Amenta proceeded with the meeting.

V. Chairperson's Report

Chair Amenta welcomed the two new board members, Justin Al-Igoe and Brandon Jonas. Continuing with the report, Chair Amenta stated:

- There was a recent article in The Macomb Daily regarding the CERA (Covid Emergency Rental Assistance) program that was very good P.R. for the Agency and for all those being evicted
- Elections of officers will be held at the October Full Board meeting
 - There are three elected positions: chair, first vice-chair, and second vice-chair
 - All members are encouraged to consider being an officer on the board

VI. Consent agenda

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

1. Minutes from Full Board meeting, June 8, 2021
2. Executive Committee Reports
 - A. Receive and Approve: HUD Revised Fund Allocation
 1. CDBG \$1,905,732
 2. HOME \$1,679,219
 3. Emergency Solutions Grant \$160,955
 - B. Receive and Approve: Head Start American Rescue Plan \$1,222,823
 - C. Receive and Approve: Treasury CERA2 Funds \$26,056,397
 - D. Approve: MCA Communications Guidelines
 - E. Approve: MCA Contract process Guidelines
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: Community Services
 - F. Receive and File: Agency Credit Card Usage Report: April and May 2021
4. Program & Planning Committee Reports
 - A. Head Start Report
 1. Receive and File: Financial Reports
 2. Receive and File: American Rescue Plan Funds – Spending Plan
 3. Receive and File: Semi Annual Governance Report 7/2021
 4. Receive and File: 2021/2022 School Calendar
 5. Receive and File: IM's & PI's
 6. Approve: Board Training Calendar 2021-2022
 7. Approve: Standards of Conduct & Active Supervision Policy
 8. Approve: Increase EHS-CCP 2nd Waiver (\$100,000 to \$125,000)
 - A. Receive and File: March, April, & May 2021 Program Reports
 - B. Receive and File: ROMA FY2021 2nd Quarter Report
 - C. Receive and File: AAA1B ADHS Programmatic Assessment

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

Aye – Justin Al-Igoe, Denise Amenta, Monica Bihar-Natzke, Carmen Bordea, Michael Bruci, Joan Flynn, Sara Gold, Judge William Hackel, Tom Kalkofen, Matthew Micinski, Krista Willette

Nay – None

Abstain – None

Motion carried.

VII. Executive Summary

None.

VIII. Director's Report

Ernest Cawvey addressed the members by first reminding them of the purpose of the consent agenda - the purpose of which is to give committees the time to review items in-depth, allowing the Full Board the opportunity to discuss items that need more attention.

Let the record show that Carlee Wilson is now on the call.

Mr. Cawvey updated the members on:

- CERA (Covid Emergency Rental Assistance)
 - Time is doing an outstanding job
 - There is a lot of press on the program
 - We are up and running, processing applications
 - CERA II funding is expected
 - More flexibility and an opportunity to respond to the need
 - Michigan Homeowners Assistance Funds are expected, providing relief for homeowners
 - We expect funds to go through 2022
- Michigan Community Action water relief funding through the infrastructure package / other state bills is under consideration
 - We are working with the Bureau to ensure that Macomb, Oakland, and Wayne Counties are considered in that water relief funding
 - We are advocating that anyone already receiving relief through WRAP would not be excluded for additional assistance in the water relief funding program but compliment the program
- Efforts continue with the County regarding the available American Rescue Plan funding and the proposals we submitted to the Office of the County Executive to enhance our current funding and programs
- Macomb Community Action has a proposal being considered before the senate
 - Congressman Levin put MCA's item in an appropriations bill
 - If approved, this is a partnership between MichiganWorks, Macomb Community College, and Macomb Community Action to support an IDA (Individual Development Account) for education certificates
- Looking toward the future with Emergency Management and potential COVID contingencies
 - Have moved in step with guidance from the State as well as the County as to how we operate facilities or programs in the community or our buildings
 - Watching potential trends for schools reopening and will work with the County, Emergency Management to look at contingencies we may have to put in place in responsive to potential COVID threats

Discussion ensued. Joan Flynn inquired about the lawn and snow program. Ernest responded that it is still in operation and is supported by the County and by municipalities. Municipalities have the opportunity to increase their CDBG allocation to assist their residents with the program. It is approximately \$500 per resident to enroll them in year-round grass and snow removal.

Judge Hackel inquired about additional CERA funds. Ernest responded that the CERA 2 allocation that the County applied for through the Department of Treasury. The first round goes through 2023; the second round will be announced in January of 2022. The program is expected to end in 2025.

IX. Other Business

Denise Amenta inquired about board training through Michigan Community Action. Ernest responded that the schedule will be forwarded.

The Elimination Raffle will be held as scheduled.

Denise Amenta thanked the committees for reviewing items in depth so discussion at Full Board can occur. Ms. Amenta stated that a survey will be sent to members about the preference on meeting times. Regarding the Associate Member, Denise asked Tom Kalkofen for an update on input from board members. Mr. Kalkofen responded that he will forward his recommendation to Denise for board consideration.

Chair Amenta thanked the staff for all their hard work with all the funds for the community and time constraints.

Carlee Wilson inquired about volunteering for the upcoming Head Start Health event.

X. Other Business

1. Next Meetings: *TUESDAY*, Executive Committee, September 14, 2021
TUESDAY, Budget Committee, September 21, 2021
TUESDAY, Planning Committee, September 28, 2021
TUESDAY, Full Board, October 12, 2021

XI. Public Comment

None.

XII. Adjournment

Justin Al-Igoe made a motion, supported by Monica Bihar-Natzke, to adjourn the meeting at 12:35 p.m.

Summary of the vote on the motion: (12 – 0 – 0)

Aye – Justin Al-Igoe, Denise Amenta, Monica Bihar-Natzke, Carmen Bordea, Michael Bruci, Joan Flynn, Sara Gold, Judge William Hackel, Tom Kalkofen, Matthew Micinski, Krista Willette, Carlee Wilson

Nay – None

Abstain – None

Motion carried.

Respectfully submitted,

Karen Frasard