

Macomb Community Action Advisory Board  
Executive Committee Minutes  
May 9, 2017

The Macomb Community Action Advisory Board Executive Committee met on Tuesday, May 9, 2017, in the Training and Conference Center at 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

Denise Amenta, Chair  
John Bierbusse  
Monica Bihar-Natzke  
Tom Kalkofen

MEMBERS EXCUSED:

Michael Bruci

STAFF PRESENT:

Linda Azar  
Joe Cooke  
Karen Frasard  
Simone English

OTHERS PRESENT:

1. Call to Order

The meeting was called to order by Chair Amenta at 11:53 a.m.

2. Determination of a Quorum

It was determined that a quorum was established with four members present.

3. Recommendation to approve the Agenda

The Agenda was amended to include two as item 8A) Recommendation to receive and file the Elimination Raffle Report, and 8B) Recommendation to receive funds from PNC Grant for the Macomb Food Program. Tom Kalkofen made a motion, supported by John Bierbusse, to approve the Agenda with the changes. Motion carried.

4. Recommendation to approve the April 11, 2017 minutes

Monica Bihar-Natzke made a motion, supported by Tom Kalkofen, to approve the April 11, 2017 minutes. Motion carried.

5. Public Comment

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

6. Recommendation to receive funds from the Department of Health & Human Services for the Weatherization Assistance Program for PY16-17

Joe Cooke presented information on the funds, stating:

- Period of performance: July 1, 2016 – June 30, 2017
- Original amount: \$653,345
  - Additional amount: \$25,000
    - An additional 4-5 homes can be weatherized
  - Final allocation: \$711,400
- Funding utilization: Install energy measures in homes of eligible Macomb County residents for the purpose of reducing energy costs

John Bierbusse made a motion, supported by Monica Bihar-Natzke, to receive funds from the Department of Health & Humans Services for the Weatherization Assistance Program for PY16-17. Motion carried.

7. Recommendation to receive funds from the Department of Health & Human Services for the LIHEAP Program for 2016-2017

Joe Cooke presented information on the funds, stating:

- These funds come in the form of a block grant
  - We don't always receive these funds
- Period of performance: October 1, 2016 – September 30, 2017
- Original amount: \$278,821
  - Additional amount: \$55,764
    - An additional 9-10 homes can be weatherized
  - Final allocation: \$334,585
- Funding utilization: Install energy measures in homes of eligible Macomb County residents for the purpose of reducing energy costs.

Discussion ensued.

John Bierbusse made a motion, supported by Tom Kalkofen, to receive funds from the department of Health & Human Services for the LIHEAP Program for 2016-2017. Motion carried.

8. Recommendation to approve the Plan Summary for the LCA Program for 2016-2017

Joe Cooke presented information on the LCA Program, stating:

- A portion of these funds is being returned
  - Because Macomb County has few requests for deliverable fuels, funds are often returned to be reallocated to other counties that would benefit from additional funds
- Original amount: \$32,207
  - Reduction in grant: \$20,200
  - Final allocation: \$12,107

John Bierbusse made a motion, supported by Tom Kalkofen, to approve the Plan Summary for the LCA Program for 2016-2017. Motion carried.

8A. Recommendation to receive and file the Elimination Raffle Report for the Macomb Food Program

Linda Azar reviewed the report.

Monica Bihar Natzke made a motion, supported by John Bierbusse, to receive and file the Elimination Raffle Report for the Macomb Food Program. Motion carried.

8B. Recommendation to receive funds from PNC Bank for the Macomb Food Program

Linda Azar reviewed the grant funds, stating:

- After meeting with members of PNC Bank to discuss the community kitchen and incubator, a grant application was submitted
- Funds will be used for new refrigeration in the kitchen

Discussion ensued.

Monica Bihar Natzke made a motion, supported by John Bierbusse, to receive funds from PNC Bank for the Macomb Food Program. Motion carried.

9. Other business

Joe Cooke updated the members:

- The HHS Committee of the Board of Commissioners approved the appointment of Rhonda Powell as the director of Health and Community Services; final confirmation will be at Full Board on May 18, 2017
- The division directors gave a PowerPoint presentation of the agency at the HHS BOC meeting

Linda Azar updated the members:

- Results of the Hotcakes for Hunger event
- Upcoming Letter Carrier's Food Drive

- Mobile Fresh Pantry has arrived

Karen Frasard introduced Simone English, a temporary employee in Administration.

Denise Amenta reminded members:

- Upcoming Trauma Smart training June 21st
- An adhoc committee was formed for the purpose of board member recruitment
  - Members who will be on the adhoc committee: Monica, Krista, Michael, and Denise
  - For vacancies over 90 days, a “finding” is issued

Discussion ensued regarding board meetings and membership.

10. Schedule next meeting:      Tuesday, June 13, 2017  
                                                 Full Board  
                                                 Greater New Hope Baptist Church, New Haven

11. Adjournment

John Bierbusse made a motion, supported by Monica Bihar-Natzke, to adjourn the meeting at 12:36. Motion carried

Respectfully submitted,

Karen Frasard  
Recording Secretary