

Macomb Community Action Advisory Board
Full Board
June 10, 2008

The Macomb Community Action Advisory Board met on Tuesday, June 10, 2008 in the VerKuilen Building, Senior Citizen Auditorium, 21885 Dunham Rd., Clinton Township, MI.

MEMBERS PRESENT:

Mary George, Chair
Norman Bordo
Hazel Rivers
Linda Girolamo
Pastor Mack
Jessica Cheshire
Fran Sturtz
Commissioner Tocco
John Bierbusse
Denise Amenta
Alice King
Eudora McKinney
Tammy Patton

MEMBERS EXCUSED

Commissioner Doherty
Nellie Martin
Debi Schroeder
Janice Lowe
Commissioner Camphous-Peterson
Ron Chriss
Commissioner Flynn
Commissioner Slinde

STAFF PRESENT:

Frank Taylor
Mary Solomon
Madeleine Olszak
Kathleen Nicosia
Holly Ehrke

I. Call to Order/Pledge of Allegiance

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

All members were asked to rise and recite the Pledge of Allegiance. A moment of silence followed the Pledge of Allegiance.

II. Determination of a Quorum

It was determined that a quorum was established with 13 members present.

III. Approval of the Agenda

Denise Amenta, supported by John Bierbusse, made a motion to approve the Agenda as submitted. Motion carried.

IV. Approval of March 11, 2008 Minutes

Denise Amenta, supported by Hazel Rivers, made a motion to approve the March 11, 2008 minutes. Motion carried.

V. Public Comment

Chair George 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 George proceeded with the meeting.

VI. Chairperson's Report:

1. MCAAB Roster and Committee Assignments Update
2. Announcement regarding October Election of Officers

Chair George introduced Alice King. She requested that members of the Board introduce themselves and state what agency or organization they represent.

Chair George reviewed the updated MCAAB Roster and Committee Assignments. Chair George requested Board members notify Holly if there were any corrections to the MCAAB Member Roster and Committee Assignments.

Chair George then distributed the Election of Officers Nomination Form. She requested that Board members place their nominations for the position of Chairperson, 1st Vice Chairperson, and 2nd Vice Chairperson for 2008/2009 on the form and return them to Madeleine at the end of today's meeting.

VII. Committee Reports

Executive Committee:

1. Recommendation to Approve two new Board Members

Alice King: Ms. King stated that she represents the Hispanic Community and the Hispanic Coalition of Macomb County. She is bi-lingual, bi-cultural, and a community activist with the growing Hispanic Community for the past 12 years. Ms. King was born and raised in Macomb County and her desire to bridge the awareness of the Hispanic populations would make her an excellent candidate for the MCAAB Board.

Janice Lowe: Chair George stated that Ms. Lowe could not attend today's meeting. Ms. Lowe is a Head Start Parent. Ms. Lowe attended the Poverty Forum in Waterford on February 6, 2008 and the Governor Granholm visit to the Macomb County Department of Public Works building on February 28, 2008. Ms. Lowe gave a firsthand account of what she is experiencing living in poverty.

John Bierbusse, supported by Fran Sturtz, made a motion to approve the two new Board Members. Motion carried.

2. Recommendation to Amend the MCAAB By-Laws

Norman Bordo, supported by Linda Girolamo, made a motion to approve the Amended MCAAB By-Laws. Motion carried.

Chair George distributed the MCAAB Rights and Responsibilities and requested Board members sign the last page and return it to Madeleine at the end of today's meeting.

3. Recommendation to Approve the Weatherization Assistance Program PY 08 Local Service Plan

Fran Sturtz, supported by Hazel Rivers, made a motion to approve the Weatherization Assistance Program PY 08 Local Service Plan. Motion carried.

4. Recommendation to Approve the Low Income Home Energy Assistance Program 2008 Grant Application

Tammy Patton, supported by Linda Girolamo, made a motion to approve the Low Income Home Energy Assistance Program 2008 Grant Application. Motion carried.

5. Recommendation to Approve the Emergency Food and Assistance Program Agreements

Eudora McKinney, supported by Tammy Patton, made a motion to approve the Emergency Food and Assistance Program Agreements. Motion carried.

6. Recommendation to Receive and File Department of Human Services Monitoring Report and Corrective Action Plan

Hazel Rivers, supported by Tammy Patton, made a motion to receive and file the Department of Human Services Monitoring Report and Corrective Action Plan. Motion carried.

7. Recommendation to Approve the Head Start Continuation Grant

Fran Sturtz, supported by Tammy Patton, made a motion to approve the Head Start Continuation Grant. Motion carried.

8. Recommendation to Approve the Community Services Block Grant (CSBG) Modification

Denise Amenta, supported by Hazel Rivers, made a motion to approve the Community Services Block Grant (CSBG) Modification. Motion carried.

9. Recommendation to Approve the Area Agency on Aging 1-B Contract Modification

John Bierbusse, supported by Denise Amenta, made a motion to approve the Area Agency on Aging 1-B Contract Modification. Motion carried.

10. Recommendation to Receive and File AAA 1-B Chore and Home Injury Control Monitoring Report

Linda Girolamo, supported by Denise Amenta, made a motion to receive and file AAA 1-B Chore and Home Injury Control Monitoring Report. Motion carried.

Budget Committee Report:

1. Recommendation to Receive and File Budget Summary Report

Norman Bordo, supported by Jessica Cheshire, made a motion to receive and file the Budget Summary Report. Motion carried.

2. Recommendation to Receive and File Special Assistance Grants Progress Report

Hazel Rivers, supported by Linda Girolamo, made a motion to receive and file the Special Assistance Grants Progress Report. Motion carried.

3. Recommendation to Receive and File Cash Donations Progress Report

Tammy Patton, supported by Hazel Rivers, made a motion to receive and file the Cash Donations Progress Report. Motion carried.

4. Recommendation to Receive and File Walk for Warmth Event Report

John Bierbusse, supported by Tammy Patton, made a motion to receive and file the Walk for Warmth Event Report. Motion carried.

5. Recommendation to Receive and File Financial Detail Weatherization Program Report

6. Recommendation to Receive and File Financial Detail Senior Nutrition Program Report

Mr. Bierbusse requested one motion for the Financial Detail of the Weatherization Program and the Senior Nutrition Program reports.

Tammy Patton, supported by Denise Amenta, made a motion to receive and file the Financial Detail Weatherization Program Report and the Financial Detail Senior Nutrition Program Report. Motion carried.

7. Recommendation to Receive and File Funding Allocations Summary

Tammy Patton, supported by Denise Amenta, made a motion to receive and file the Funding Allocations Summary. Motion carried.

Program Planning & Evaluation Committee Report:

1. Recommendation to Receive and File February, March, and April Program Reports

Eudora McKinney, supported by Denise Amenta, made a motion to receive and file the February, March, and April Program Reports. Motion carried.

2. Recommendation to Receive and File Head Start Self-Assessment Improvement Plan

Commissioner Tocco, supported by Fran Sturtz, made a motion to receive and file the Head Start Self-Assessment Improvement Plan. Motion carried.

3. Recommendation to Receive and File Area Agency on Aging 1-B Chore and Home Injury Control Monitoring Report

This recommendation was approved under the Executive Committee's report.

4. Recommendation to Receive and File Report on Postal Food Drive

Eudora McKinney, supported by Jessica Cheshire, made a motion to receive and file the Report on Postal Food Drive. Motion carried.

5. Recommendation to Receive and File Report on Tax Preparation Assistance Results

Tammy Patton, supported by Linda Girolamo, made a motion to receive and file the Report on Tax Preparation Assistance Results. Motion carried.

6. Recommendation to Receive and File Results Oriented Management & Accountability (ROMA) FY 2008 Second Quarter Reports

Denise Amenta, supported by Linda Girolamo, made a motion to receive and file the Results Oriented Management & Accountability (ROMA) FY 2008 Second Quarter Reports. Motion carried.

7. Head Start Policy Council Update

Ms. Sturtz gave the Head Start Quarterly Report for March, April, and May 2008.

Head Start Staff have:

- Assisted with tax preparation – resulting in over \$1,000,000 in credits and refunds

- Attended a Head Start Governance Webinar to become familiar with new regulations
- Developed long and short-term Performance Measure goals for the new year's grant
- Coordinated "Guys and Tykes" for men and children at Freedom Hill
- Coordinated "Ladies and Little Learners" for women and children at the MISD
- Trained to perform hearing and vision screening
- Trained on the Head Start specific software ChildPlus upgrades
- Attended a training conference in Tennessee to learn more about empowering parents

Head Start Parents and Staff

- Attended individual parent committee meetings each month
- Valuable information was brought back from "Parent Education Day" in Lansing
- Collaborated to review the Community Needs Assessment in preparation for the grant
- Recruited three new community representatives
- Reviewed their self-evaluation to make recommendations for change
- Welcomed new director Kathleen Nicosia who prepared the 2008-2009 Head Start Grant

June and Beyond

- Freedom Hill recruitment and registration event was held June 6, 2008
- Working on adopting a new process for the Family Partnership Agreement
- Classes will end on June 20, 2008
- Working throughout the summer to review Head Start's Self Assessment Improvement Plan

Ms. Sturtz thanked Ms. Nicosia and Ms. Patton for a job well done!

VIII. Director's Report

Mr. Taylor reported:

- The Senior Nutrition Volunteer drivers will receive forty cents per mile for mileage starting May 1, 2008, an increase of eight cents per mile
- Due to the increase in food costs the Senior Nutrition Program is working with its Food Service Providers to maintain the same quality of food

IX. Announcements/Emerging Issues

There were no Announcements or Emerging Issues.

X. Schedule Next Meeting – Committees/Full Board:

- Executive - 9/9 in Michigan Works! Conference Room
- Budget - 9/17 in Michigan Works! Conference Room
- Planning & Evaluation - 9/25 in Senior Auditorium
- Full Board – 10/14 in Senior Auditorium

XI. Adjournment

John Bierbusse supported by Norman Bordo, made a motion to adjourn at 1:00 p.m.
Motion carried.

Respectfully Submitted

Holly Ehrke, Secretary