

**NORTHWEST MICHIGAN COMMUNITY ACTION AGENCY, INC.**  
**Board of Directors Meeting – August 17, 2023**

**PRESENT:**

Bill Hefferan  
Marna Robertson  
Art Jeannot  
Grace Ronkaitis  
Annemarie Conway (remote no vote)  
David Anolick  
Lindsey Walker (remote no vote)  
Ashlea Walter (remote no vote)  
Anthony Ansorge  
Brandy Keeney  
Truman Bicum  
Debbie Bishop  
Jamie Kramer (remote no vote)  
Peachy Rentenbach  
Sam Getsinger  
Pam Niebrzydowski  
Kyra Summers  
Marc Milburn  
Evelyn Machia

**ABSENT:**

Tonya Schroka  
Rev. Gerald Cook  
Kat Byers (E)  
Chuck Corwin (E)  
Philip Haner  
Bethany Parent (E)

The meeting was called to order at 12:30 P.M. by Chairperson Peachy Rentenbach. Roll call was taken, and a quorum was established.

**AGENDA**

Peachy Rentenbach requested approval for the meeting Agenda.

Motion by Sam Getsinger, supported by Brandy Keeney, that the meeting agenda be approved as presented. Motion carried.

**MINUTES OF PREVIOUS MEETING**

The minutes of the June 15, 2023, meeting of the Board of Directors were presented for Board action.

Motion by Pam Niebrzydowski, supported by Marna Robertson, that the minutes of the June 15, 2023, meeting be approved as presented. Motion carried.

**MEMBERSHIP ANNOUNCEMENTS**

The announcement was made the Philip Haner has resigned from the NMCAA Board of Directors as the Wexford County Private Sector representative.

**PUBLIC INPUT**

None.

**HEAD START POLICY COUNCIL REPORT**

The Head Start Policy Council minutes from the meeting held on August 10, 2023, were presented for approval.

Motion by Brandy Keeney, supported by Grace Ronkaitis, that the minutes of the August 10, 2023, Head Start Policy Council meeting be approved as presented. Motion carried.

### **EXECUTIVE DIRECTORS REPORT**

Kerry Baughman, Executive Director, stated that the Executive Committee Slate of Officers will be presented at the Annual Meeting in October. Anyone interested in serving on the Executive Committee should contact Kerry to express their interest.

An update on the Community Action Block Grant (CSBG) Modernization Act was given. The bill language should be finalized in the next few weeks and introduced in the House after Labor Day. There will be opportunities to support the bill on the Michigan Community Action website after the bill is introduced.

The Housing and Urban Development (HUD) Housing Counseling Program Desk Review will be taking place on September 15, 2023. The NeighborWorks Pro Assessment Off-Site Program Review, focusing on production and program services, resource management, financial management, and organizational management & Board governance has been scheduled for September. The Bureau of Community Action and Economic Opportunity (BCAEO) FY23 Program Compliance Monitoring is also scheduled for September 15, 2023.

Public comments are being accepted through August 28, 2023, for the Notice of Proposed Rule Making for Child Care and Development Fund (CCDF) Regulations.

Motion by Marna Robertson, supported by Sam Getsinger, to accept the Executive Director's report as presented. Motion carried.

### **COMMITTEE REPORTS** **DEVELOPMENT COMMITTEE**

The Development Committee met on July 10, 2023, to review the FY23 Third Quarter results. The annual goal is \$488,365 and through the Third Quarter and \$328,903 (67%) of the annual goal has been raised.

### **EXECUTIVE COMMITTEE**

Peachy Rentenbach reported that the Executive Committee met earlier today to review the financial update for July and the 403(b) audit results. There was a review of Strategic Plan Goal 2, led by Human Resources Director, Betsy Rees, and planning discussion for the Executive Director's evaluation criteria.

The Committee recommends accepting the annual 403(b) audit by Wipfli, LLP.

### **Financial Review**

Meredith Gafill, Controller, gave a brief summary of highlights from the July Financial Report that was included in the Board packet and entertained questions. She then asked the Board for approval of the 403(b) audit. The audit was sent to the full Board as a part of the packet and reviewed by the Executive Committee.

Motion by Art Jeannot, supported by Grace Ronkaitis, that the FY22 403(b) audit be accepted as presented. Motion carried.

## **BUSINESS**

### ***Home Prevention***

#### **MICHIGAN HOUSING DEVELOPMENT AUTHORITY (MSHDA)**

Sarah Hughes, Homeless Prevention Director, explained that the Greater Grand Traverse Continuum of Care has asked NMCAA to be the fiduciary for the MSHDA HALO Shelter Diversion Program (SDP). This is a 2-year pilot program and serves the 5 Greater Grand Traverse Counties (Antrim, Benzie, Kalkaska, and Leelanau). The total grant award is \$500,000.

Motion by Sam Getsinger, supported by Bill Hefferan, to approve the MSHDA HALO Shelter Diversion Pilot Program in the amount of \$500,000 as presented. Motion carried.

The MSHDA Emergency Solutions Grant (ESG) is a 1-year grant (10/23 – 9/24) that will provide \$322,447 to NMCAA as the grantee and fiduciary, \$71,500 to Goodwill Industries of Northern Michigan, and \$23,500 to New Hope Shelter in Cadillac.

Motion by Brandy Keeney, supported by Bill Hefferan, that the MSHDA ESG grant for \$417,447 be accepted as presented. Motion carried.

#### **HOUSING AND URBAN DEVELOPEMNT (HUD)**

The HUD Youth Homeless Demonstration Program (YHDP) has three project grants to support youth. The Youth Rapid Re-Housing project in the amount of \$270,052 will support rental assistance, supportive services, HMIS, and administration. The Coordinated Entry and Diversion project for \$53,318 will provide supportive services and administration funding. The Youth Pregnant and Parenting Rapid Rehousing (RRH) project for \$176,830 will support rental assistance, supportive services, administration, and HMIS.

The HUD Adult Rapid Re-Housing Project provides \$127,443 for rental assistance, supportive services, and administration. The project requires a 25% match which would be \$31,831 and brings the total project amount to \$159,304.

Motion by Peachy Rentenbach, supported by Marna Robertson, to approve the 2023-2024 HUD Youth Homeless Demonstration Program and Adult Rapid Re-Housing grants as presented. Motion carried.

#### **MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES (MDHHS)**

The Consolidated Rapid Re-Housing (RRH) grant supports the Balance of State (BOS) Counties: Charlevoix, Emmet, Manistee, Missaukee, and Wexford. The anticipated award amount is \$434,249.

Motion by Marna Robertson, supported by Grace Ronkaitis, that the MDHHS Consolidated Rapid Re-Housing grant be approved as presented. Motion carried.

#### **SUPPORTIVE SERVICES FOR VETERAN FAMILIES GRANT**

NMCAA is applying to the Veteran's Administration (VA) for a renewal of the Supportive Services for Veteran Families Grant for 2023-2024. The amount of the award is \$1,363,827 and will begin after December 31, 2023.

Motion by Sam Getsinger, supported by Tony Ansoerge, to accept the Supportive Services for Veteran Families grant for \$1,363,827 as presented. Motion carried.

**NORTHWEST MICHIGAN COALITION TO END HOMELESSNESS (NWCEH)**

Ashley Halladay-Schmandt, Executive Director for Northwest Michigan Coalition to End Homeless (NWCEH), explained that the NWCEH works collaboratively to end homelessness by making homelessness *RARE, BRIEF, and ONE TIME*. This is done by addressing housing issues through a community-based process that develops a comprehensive, coordinated continuum of care for individuals and families who are homeless or at risk of becoming homeless in our communities.

The approach includes:

- Preventing people from becoming homeless
- Moving more people out of homelessness and into housing
- Maintaining and funding a strong Coalition to guide the homeless response system
- Reignite a Regional Task Force

The goal is to set up a 12-month regional task force by fall that will begin working to:

1. Identify a plan for 70 units of housing to be built or acquired for people experiencing chronic homelessness by 2028.
2. Identify a plan to fund permanent housing support in perpetuity.

**HEAD START TEACHER CREDENTIAL WAIVER REQUESTS**

Shannon Phelps, Child & Family Development Director, requested approval to submit a request to the Office of Head Start for a Center-based Preschool Classroom Teacher Qualification Waiver for 5 employees. The 5 employees are: Katie Zeeryp, Rheanna Peck, Nami Norris, Maggie Wheelock, and Kailen Ball.

Motion by Sam Getsinger, supported by Pam Niebryzdowski to approve submission to the Office of Head Start Teacher Qualification Waivers for Katie Zeeryp (needs to complete 2 classes), Rheanna Peck (will complete credentials in 12/2025), Nami Norris (will complete credentials in 8/2025), Maggie Wheelock (will complete credentials in 8/2026), and Kailen Ball (will complete credentials in 8/2026). Motion carried.

**OTHER BUSINESS**

**MISCELLANEOUS ITEMS**

National Community Action Foundation Update: Likely Continuing resolution on October 1<sup>st</sup> with the potential of a government shutdown late in the year.

Call to Action

Take a few minutes to visit the Michigan Community Action website:

[micommunityaction.org](http://micommunityaction.org)

Agency map will show each organization and what services are offered.

There being no further business to come before the Board, the meeting was adjourned at 2:07 PM.

Next meeting will be: Thursday, September 21, 2023

Respectfully Submitted

Grace Ronkaitis, Secretary

Betsy Rees, Recording Secretary