



August 8, 2019

Policy Council Meeting Minutes

By: Tiffany Duperon

Present: Felicia Cannedy, Lauren Clark, Chelsea Crawford, Samantha Denning, Tiffany Duperon, Kayla Hilla, Brandy Keeney, Rebecca Leitelt, Mary Mellberg, Bethany Parent, Brianna Reed, Amber Stone, Jessica Tison, Beth Whittington, Donna Wiklanski

Absent: Crystal Abramczyk, Rachell Allen, Celia Anderson, Brandie Fairchild, BobAnn Fick, Kari Leonard, Ashley Mattiuzzo, Marvin Micheau, Jamie Nelson, Shana North, Lynn Palcowski, Elizabeth Peters, Howard Peters, Audrey Ryan, Tonya Schroka,

(Quorum Established)

Brandy Keeney, Policy Council Treasurer acting in Chair absence called the meeting to order at 10:20 am.

Brandy asked for a motion to approve roll call as sign-in, Jessica Tison made a motion to approve roll call for sign, supported Felicia Cannedy, motion carried.

Brandy asked for a motion to approve last month's meeting minutes, Lauren Clark asked for a motion to approve last month's meeting minutes, supported by Jessica Tison, motion carried.

Agency Board update-Kerry Baughman, NMCAA Executive Director

- Kerry introduced Board vacancies in the consumer sector for both Antrim and Wexford Counties
 - ✓ Antrim County- Tiffany Duperon nominated by Brandy Keeney, supported by Donna Wiklanski, motion carried.
 - ✓ Wexford County- Bethany Parent nominated by Samantha Denning, supported by Brandy Keeney- Samantha Denning nominated by Bethany Parent, supported by Tiffany Duperon.
 - ✓ Election for Wexford County Consumer Vacancy Board Position- Bethany Parent will be recommended to fill that seat.
- The process for voting on recommendations to fill the Board vacancies were followed according to the Policy Council election process
- Agency reports were distributed.

Grounding Activity-Stacey Parent, PFCE and Mental Health Manager and family Engagement Specialist

- Stacey lead the group in a mindfulness activity and promoted self-care; Jessica Tison recommended the Insight app
- Budget Report-Brandy Keeney, Policy Council Treasurer

Program Information Summary-Management Team

- Discussed Collaborative Centers updates and changes- Welcomed Northern Explores, Pitter Patter and Bright Beginnings
- The Area of Non-compliance identified in the Federal Monitoring Review has officially been noted as corrected

Forest Area Health and Safety Supplement Application, Request for approval.

- Shannon Phelps, ECP Director, requested approval and Policy Council support for a health and safety supplement request in the amount of \$24,750 for the Forest Area Early Learning Center
- The group discussed renovations that will be covered by the supplement and reviewed the impact of the supplement on the program
- Motion to approve the health and safety supplement request by Tiffany Duperon, supported by Lauren Clark, motion carried

Meeting adjourned for lunch at 11:35

During lunch break the members were asked to continue noting their thoughts on installing cameras in the classroom. (Continuing from the June meeting)

Reconvened at 12:20- roll call was taken

Due to the secretary position currently vacant, Brandy asked for nominations to fill that position, Samantha Denning nominated Kayla Hilla, supported by Bethany Parent, motion carried.

Arleen Hocking and Kim Micham, Family Engagement Specialists, requested feedback on Family Engagement activities an workshops

Self-Assessment results

- The group reviewed initial self-assessment results, which will be used to compile the 2019 Self-Assessment report

Personnel issues-Brandy asked for a motion to approve personnel issues, Lauren made a motion to approve personnel issues, supported by Donna, motion carried.

Raffle- # 41 Mary Mellberg

Brandy asked for a motion to adjourn, Lauren made a motion to adjourn the meeting, supported by Tiffany, motion carried.

Meeting adjourned at 2:10 pm

Next meeting September 12, 2019



NMCAA leads in strengthening our communities by empowering people to overcome barriers, build connections and improve their quality of life