

NORTHWEST MICHIGAN COMMUNITY ACTION AGENCY, INC.
Board of Directors Meeting – April 20, 2017

PRESENT:

Rev. Gerald Cook
Art Jeannot
Tom Kelley
Tonya Schroka
George Lasater
Larry Levengood
Betsy White
Louis Fantini
Mary Klein
Tony Ansoerge
Carolyn Rentenbach
Pam Niebrzydowski
Jeff Miller
Judy Nichols
Tom Olmsted

ABSENT:

Brenda Willson
Lindsey Walker (E)
Brenda DeKuiper
Yvonne Donohoe
Debbie Bishop (E)
Carol Smith (E)
Marc Milburn (E)
Pam Stephan (E)
Kourtnie Bonk
Maureen Mickelson (E)

The meeting was called to order at 12:38 P.M. by Chairperson, Rev. Gerald Cook. Following the Pledge of Allegiance, roll call was taken and a quorum established.

AGENDA

Jerry Cook requested approval for the meeting Agenda.

Motion by Tonya Schroka, supported by Jeff Miller, that the meeting agenda be approved as presented. Motion carried.

MINUTES OF PREVIOUS MEETING

The minutes of the March 16, 2017 meeting of the Board of Directors were presented for Board action.

Motion by Pam Niebrzydowski, supported by Peachy Rentenbach, that the minutes of the March 16, 2017 Board of Directors meeting be approved as presented. Motion carried.

MEMBERSHIP ANNOUNCEMENTS

None.

PUBLIC INPUT

None.

POLICY COUNCIL REPORT

The April 13, 2017 Policy Council meeting report was presented by Tonya Schroka.

Motion by Tony Ansoerge, supported by Judy Nichols, that the Policy Council report be accepted as presented. Motion carried.

EXECUTIVE DIRECTORS REPORT

John Stephenson, Executive Director presented the Financial Reports and Annual Operations Plan and Report Summary for March 2017, bank credit card statements for March 2017, and the status of Agency Program Operations.

Motion by Louis Fantini, supported by Mary Klein, that the Executive Director's report be approved as presented. Motion carried.

BUSINESS

HOMELESS YOUTH INITIATIVE ROTARY CHARITIES FUNDING REQUEST

John Stephenson reminded the Board that NMCAA was awarded a grant from HUD for the area Greater Grand Traverse 5-County Continuum of Care (CoC) to begin a Homeless Youth Initiative in the 5 county region of Antrim, Benzie, Grand Traverse, Kalkaska, and Leelanau. Since being awarded the grant, NMCAA has not received any funds from HUD and has have not been informed of any timeframe or mechanism for requesting the funds. NMCAA is requesting \$10,000 from Rotary Charities to continue the work of the CoC for the Homeless Youth Initiative.

Motion by Tom Kelley, supported by Tom Olmsted that the Homeless Youth Initiative Rotary Charities funding request of \$10,000 be approved as presented. Motion carried.

HOMELESS YOUTH INITIATIVE HUD PLANNING REQUEST

John Stephenson explained that NMCAA is being asked by the Grater Grand Traverse 5-County CoC to submit a request for an initial HUD Planning Grant. The total HUD Homeless Youth Demonstration Project (HYDP) is 1.3 million. Within that grant we would submit a 3-5% HUD Planning Grant request to assist in the HYDP planning, data collection and develop the HYDP Plan that needs to be submitted to HUD by July 13, 2017. The purpose of the project is to assist in ending and preventing homelessness throughout the youth population (18 -24 year olds).

Motion by Art Jeannot, supported by Tonya Schroka, that the Homeless Youth Initiative HUD Planning Request be developed and submitted as presented. Motion carried.

MSHDA HOMELESS INIATIATIVE RESOLUTION

John Stephenson stated that NMCAA as the HARA for the 10 county region of Northwest Lower Michigan is the fiduciary for the regional CoC. MSHDA awarded NMCAA \$10K for the CoC to support the Rapid Rehousing activities. NMCAA will be the administrator of the grant. Dan Dewey and/or John Stephenson are authorized, without further Board action, to accept the funds, and deliver the grant agreement governing the terms of the grant and other required documents.

Motion by Tony Ansorge, supported by Mary Klein that MSHDA Homeless Initiative Resolution be accepted as presented. Motion carried.

HEAD START TRANSPORTATION WAIVER

Kerry Baughman, Early Childhood Programs Director, presented the Head Start Transportation Waiver Request. This request is made of the board each year at this time. This waiver applies only to children enrolled in the Head Start program and creates the flexibility needed to work collaboratively with school districts to maximize the transportation options offered to families and control costs. The Head Start Transportation Waiver allows for the waiver of child safety restraint systems and bus monitors.

Motion by Lou Fantini, supported by Tonya Schroka, that the Head Start Transportation Wavier be accepted as presented. Motion carried.

NEIGHBORWORKS ACTIVITES AND UPDATES

Sustainable Homeownership Project:

John Stephenson reported that NMCAA has been a NeighborWorks charter member since 2012 after an 18 month process. NMCAA joined with a “strong” rating and currently our rating is “exemplary” (highest rating). To date, NMCAA has received over \$625,000 in funding from NeighborWorks. Currently we are one of about 25 NeighborWorks agencies in the country participating in this “Phase 3” Sustainable Homeownership Project or “SHoP”. This will expand lines of business to include fee-for-service homebuyer readiness and related financial capabilities courses which will be available through the NMCAA website. NeighborWorks has field tested this approach and provides excellent support. Intake will be provided through the website. The system will assign a level of service to each customer and essentially provide initial assessment and triage. Each client manages their own progress with agency prompts, guidance, and in-depth reports. Personalized customer service will be provided through the website and NMCAA staff interaction. This project further expands NMCAA’s Social Enterprise activities, which were initially established many years ago as an acceptable/desirable way for NMCAA to diversify revenue streams. Previous activities have been successful on a small scale only, but the concept has remained a cornerstone to NMCAA’s strategic planning for further development.

Included in the website upgrades will be improved and simultaneous access to all NMCAA services. Following research-based best practice, priorities in the 5-year Head Start grant and CSBG, an intentional effort to “bundle” services for improved client outcomes is another component of the NeighborWorks led transformation. NMCAA senior management is reading *Leading Change* by John Kotter and working on a timeframe for implementing additional changes to support the streamlining of intake and offering all available services to clients.

Investment & Grant Agreement and Resolution:

John Stephenson presented the Investment and Grant Agreement and Resolution. Following a discussion of its components, the resolution affirming that NMCAA is authorized to enter into the Investment and Grant Agreement with Neighborhood Reinvestment Corporation d.b.a. NeighborWorks® America and that John Stephenson, NMCAA Executive Director is authorized to sign the agreement on behalf of NMCAA.

Motion by Peachy Rentenbach, supported by Tom Kelley, that the NeighborWorks Investment and Grant Agreement Resolution be adopted as presented. Motion carried.

Housing Development:

John Stephenson stated that NMCAA has been improving housing in our communities since the 70's first through Weatherization, then housing rehabilitation, and later development of new housing and acquisition – development – resale. Our NeighborWorks affiliation brings new capabilities and expectations. NMCAA has the talent and know-how. It is important to reactivate the Housing Development Committee of the Board to facilitate the decision process. If interested in participating in this committee, please let John or Jerry Cook know.

OTHER BUSINESS

Continuing Resolution ends April 28

Michigan's LIHEAP set aside for Weatherization ends this year; working with legislators towards a 5 year extension.

NMCAA's Carol Cenci MSHDA Housing Counselor of the Year.

May 9 Community Action Day at the Capital. Awards ceremony includes 1 Program Participant, and 1 Volunteer from NMCAA.

Senator Wayne Schmidt selected as MCA Legislator of the Year.

May 10 & 11 CSBG Conference

Challenges with kitchen staffing changes at Goodwill.

MCA partnership to provide alternative to Payday loans; may be an opportunity for NMCAA.

BOARD COMMENTS

None.

There being no further business to come before the Board, the meeting was adjourned at 2:41 P.M.

Motion by Peachy Rentenbach, Supported by Tom Kelley that the meeting be adjourned. Motion carried.

Next meeting will be: Thursday May 18, 2017, 12:30 PM

Respectfully Submitted
Mary Klein, Secretary

Betsy Rees, Recording Secretary