

Washtenaw County
Community Action Board
General Session
Meeting Minutes

Meeting Date: Monday, November 22, 2004 **Time:** 6:00 pm

Members Present: Michael DuRussel, Robert Brackenbury, Ron Brooks, Elette Collins, Juanita House, Brenda McKinney, Hurley Myers, Rolland Sizemore and Donn Wolf.

Members Absent: Cyril Berry (excused), Joseph Dulin, Christina Montague (excused), Harold Patterson (excused) and Suzanne Shaw (excused).

Staff Present: Trenda Rusher, Jenny Bivens, Susan Sweet Scott, Deryl Beasley and Rana Alzoubi.

Guests Present: Paul Welday and Kim Haefner – Renaissance Strategies.

1. Call to Order

DuRussel called the meeting to order at 6:00 pm. He welcomed everyone to the meeting and asked that introductions be made.

2. Approval of the Agenda

The Business and Community Awareness Initiative Update was moved up to the beginning of the agenda. **Wolf moved to approve the meeting agenda with the noted change. Sizemore supported. Meeting agenda approved.**

3. Business and Community Awareness Initiative – (Renaissance Strategies)

Copies of the proposed draft plan were passed out for board members to review.

DISCUSSION

- It was noted that many people do not use our services because they do not know what we do. There are even some board members who do not know all that we do.
- Sizemore pointed out that the amount of money involved with the marketing efforts is a lot. Welday elaborated on some of the marketing efforts and the amount of money that would be used for each of the efforts. Rusher added that these dollars are federal dollars and if they are not used, then the money will have to be given back. There is a line item in the budget for outreach and recruitment.
- The budget is a one-year projection. After one year, the plan will need to be revisited.
- House pointed out that she drives the City buses and there are a lot of people who don't know where our offices are. She noted that the buses serve a large and diverse population. There is no music allowed on the buses and having literature on the busses would give riders something to read while they are commuting.
- Wolf reminded Board members that we entered this process because we felt that not enough was being done to market the services and programs offered.
- Staff pointed out that a lot of the money would be used to get the marketing initiatives off the ground. The money required to maintain the initiatives will be much less.

- Sizemore asked why students in the area were not being utilized. Rusher noted that students could still be utilized and that the plan is a proposal. The money can also be negotiated. It was also noted that students do not always have the same level of commitment, as would a company. Wolf suggested that, if possible, Renaissance Strategies find a way to utilize local students and companies.

Brackenbury moved to support the proposed plan, with the addition of utilizing local County resources if possible. McKinney supported. Motion carries.

4. Consent Agenda Items

A. Approval of the 09/27/04 meeting minutes

Wolf moved to approve the meeting agenda. Myers supported. Minutes from the 09/27/04 meeting were approved.

- B. Resolution ratifying the signature of the County Administrator on the application to the Corporation for National and Community Service for the Fiscal Year (FY) 2005 Foster Grandparent Program (FGP) in the amount of \$457,325 for the period of January 1, 2005 through December 31, 2005 for the Employment Training and Community Services (ETCS) Group; authorizing the administrator to sign the notice of grant award, approving the budget, and authorizing the administrator to sign delegate contracts.

Wolf moved to approve the resolution. Brackenbury supported. Motion carries.

DISCUSSION

- This is continuation of the last years grant and is level funding. Staff noted that all of these funds were used up last year. Currently, there is even a waiting list for interested individuals who wish to join the program. Most of the money goes to direct cost.
- Sizemore noted that he is on the FGP Advisory Board.

5. Report of the Chair – (DuRussel)

A. Announcements

- DuRussel had nothing new to report at this time.

B. MCAAA Updates

- Berry was not present at this meeting to give an update.

6. Report of the Board of Commissioners (BOC)

A. Announcements

- Brackenbury announced that the jail issue was recently added to the February ballot. There was some discussion as to whether a presentation on this to the CAB would be required. There might need to be a presentation at our Joint Annual Meeting. The building of the jail will also include preventive measures and treatment for special interest groups. Some money will be used to renovate the existing court on Hogback Road.
- The Park and Recreation millage went through. Sizemore expressed his desire to see a recreation center on the eastern side of the County for youth.

7. Report of the Executive Director – (Rusher)

A. Announcements

- The City and the County merged their two Community Development Departments recently. This affects the Weatherization and LIHEAP programs that the ETCS Group runs currently because they are Community Action programs. The only condition that would allow someone other than the Community Action Agency to take on the programs would be if there was some problem with how the programs were being run.

B. Local/State/Federal Updates

Local

- Rusher, along with other colleagues, took a bus ride from Towner Street in Ypsilanti to Main Street in Ann Arbor. She noted that it took a long time to ride the bus, but the quality of the service was good. There was some discussion as the quality of bus shelters, and lack thereof, on the western side of the County. People from all walks of life ride the bus and people from both sides of the County utilize the bus services.
- The ETCS Group will be taking part of the new 211 initiative to help people by providing them with important information.
- The ETCS Group is part of collaboration, along with FIA, to help people who have aged out of the foster care system.
- A draft of the updated Report Card is included in the meeting packet for board members to review. Feedback should be sent directly to Rusher.
- On Monday, April 25, 2005, there will be a Statewide Poverty Rally at the Capital.

C. Ypsilanti Gateway Community and Economic Development Corporation (YGCEDC) Update – (Beasley)

- YGCEDC hosted its annual meeting last month. The strategic plan was distributed and anyone interested in receiving a copy should contact Beasley.
- The House on Hamilton is still for sale. It was pointed out that one must reach HUD requirements in order to purchase the house.
- Beasley updated board members on the Parkridge property.

D. Program Updates

Written program reports were included in the meeting packets for board members.

i. Emergency Services – (Bivens)

- The ETCS Group just hosted The Emergency Food Assistance Program's commodities distribution on Thursday, November 18. A list of food that was distributed was included in the report.
- Michigan Public Service Commission (MPSC) monies will be used for deliverable fuels and other emergency services.

Wolf moved to accept those dollars. Brooks supported. Monies accepted.

- The ETCS Group received their monitoring report for the Summer Food Program. Bivens noted that staff will be using the same vendor, Dexter Schools, in the upcoming year to save money. She distributed letters praising staff for doing such a great job in 2004.

ii. Senior Services – (Scott)

- All home delivered meal clients will receive a pack of five emergency meals to be used when other meals cannot reach them. These will be distributed in December.
- The congregate meal site in Chelsea has been relocated to the Senior Center in the Washington Street Education Center of the Chelsea Schools. The operation is in partnership with the Senior Center and Chelsea School District Food Service is the caterer. This active site is very popular and meal participation is high. Home delivered meal service for the Chelsea area continues to be coordinated by Washtenaw County staff at the Faith in Action building.
- Recruitment for the FGP is at a high level with 79 active volunteers. Due to the high level of interest, there is now a waiting list for interested people as reported earlier in the meeting.

iii. Housing and Energy – (Scott for Kraft)

- The Weatherization (Wx) Program is well positioned to meet the program year production goals by March 31, 2005. 100% of clients needed to meet the goal have been recruited. 42 of the 95 homes required have already been completed.
- A new required use for Low Income Home Energy Assistance Program (LIHEAP) funding will be client education classes and energy education kits. ETCS will be offering client education classes to eligible clients using LIHEAP funding. We are allowed to offer \$50.00 fuel vouchers to help increase attendance.
- ETCS has recently hired a new employee to help with the implementation of the housing programs. Mike Gillison will be assisting with the Wx and Rehabilitation programs. He has a strong background in housing and building code correction issues, which will be a benefit to our department. He joins staff at this time as a temporary full time County employee.

8. Report of the Officers

A. Workforce Development Board (WDB)

- Wolf was reelected as Chair of the WDB. The Vice-Chairs are Anne Williams, Cindy Harrison, Bill Miller and Steven Gulick.
- The WDB approved the proposed marketing/action plan at their last meeting.
- Rusher noted that the WDB is going to push forward with the healthcare and hospitality sector industries.

9. Other Business/Announcement(s)

There was no other business or announcements made.

10. Next Meeting Date

- Monday, January 10, 2005 – Joint Annual Meeting at 5:00 p.m. at the Ypsilanti Marriott Eagle Crest. A 2005 calendar of meetings will be distributed at that time.

11. Adjourn

DuRussel adjourned the meeting at 7:35 p.m.