

Washtenaw County
Community Action Board (CAB)
Meeting Minutes

Meeting Date: Monday, September 24, 2007 **Meeting Time:** 6:00 PM

Meeting Location: Washtenaw County Michigan Works! Service Center, 304 Harriet Street, Ypsilanti

Members Present: Joseph Dulin, S.A. Trudy Swanson, Cyril Berry, Shoshana DeMaria, Hurley Meyers, Donn Wolf, Elette Collins, Stephanie Gordon, Juanita House, Renee Smith (for Cynthia Maritato), Mike DuRussel

Members Absent: Brenda McKinney, Mandy Grewal, Cassandra McCallister, Roland Sizemore Jr

Liaison Present: Donn Wolf, Washtenaw County Workforce Development Board

Staff Present: Jenny Bivens, Justin Al-Igoe

Staff Absent: Trenda Rusher (excused to attend Eastern Leaders meeting with Bob Guenzel), Tiffany Lucas (excused to attend class at Eastern Michigan University)

I. Call to Order

DuRussel called the meeting to order at 6:05 PM.

II. Approval of the Agenda

Wolf moved to approve the meeting agenda. Swanson supported. Meeting agenda approved.

III. Approval of the Minutes

A. Corrections

- Wolf pointed out that his name had been listed several times in “Members Present” list.
- DeMaria noted that Suzanne Shaw and Christina Montague were no longer on CAB; did not have to be listed under “Members Absent.”
- DuRussel did not adjourn; he was absent. Dulin adjourned.

B. Approval

Wolf moved to approve minutes of 5/14 meeting with corrections. Swanson supported. Meeting minutes approved.

IV. Report of the Chair – (DuRussel)

A. Announcements

DuRussel mentioned that if a board member is up for re-appointment, they must get letters to Joanna Bidlack. Bivens said she would have Tiffany Lucas send out an email reminder. DuRussel appointed Myers and Berry on nominating committee.

There was discussion about the nomination of officers, change in leadership, and the nomination process.

DeMaria stressed that she would like to see more mixture on the board. She noted that neither people on the nominating committee was a woman. DeMaria expressed interest in serving on nominating committee.

Swanson requested to see a copy of the by-laws for the nominating committee. She also was interested in how the liaison with the WDB was connected to CAB's officers.

Wolf and Bivens explained that the organizations had cross-over between WDB and CAB since missions serve same demographics of people.

Myers asked what were the conditions/qualifications to be appointed to nominating committee.

Bivens noted that by-laws allow the Chair to appoint nominating committee.

Dulin motioned for DeMaria to be placed on nominating committee. Swanson seconded. DuRussel allowed motion to go to floor, motion carried. DeMaria on nominating committee with Myers and Berry.

B. MCAAA report

Berry spoke about MCAAA upcoming conference in Bay City on 10/23 and 10/24. There will be various workshops on programs ranging from Walk for Warmth to innovative food and nutrition programs.

DeMaria wished for a report to the CAB after each of these conferences/meetings for those who were unable to attend. She spoke of an innovative program in the Grand Rapids area that addressed family literacy. It was called "Read for Rent" and she noted it was similar to the local "Gear Up" program. DeMaria stressed that programs like these needed to be adopted on a larger and wider scale in Washtenaw County. CAB needs to be more active and "zero in" on community. Bivens inquired about the organization of the program and its funding. Myers asked about the participation requirements. DeMaria said that it was focused on elementary school children who are low-income. The entire family would sign-up for the program.

V. Report of the Board of Commissioners

A. Announcements

No BOC members were present at CAB meeting. There was another meeting that evening that Board members were attending.

Bivens spoke about the pilot Summer Youth program in West Willow. In association with the West Willow Neighborhood Association, this pilot helped to get children involved during the summer when school is out of session. There will a presentation to a working session of the BOC on 10/18. This activity is just one of many that the County is active with in the community.

Dulin mentioned a grant by the Crock Foundation that was located at Ardis run by the Salvation Army. Dulin wanted to if ETCS was involved. Bivens replied she was not familiar with this but would make contact if Dulin had contact in the Foundation.

VI. Report of the Executive Director

A. CSBG Update

Bivens announced that David Bradley did not see any issue with renewal of CSBG by U.S. congress. Bivens explained how CSBG is allocated and how it is passed through from Federal to State to Community Action Agencies.

B. Gateway Update

Dulin expressed concern about the slow process in finding a replacement to run Gateway Corporation. Swanson mentioned the possibility of re-organizing the Gateway Board or hiring consultants instead of a Director.

C. Program Update

Bivens spoke about the current lack of Emergency Service Funding. However, she noted that appropriations are working its way through the state and should be received by ETCS soon.

Al-Igoe updated CAB on EITC, TEFAP and SFSP programs. He mentioned that Earned Income Tax Credit (EITC) Coalition was re-organizing into Washtenaw County Asset Building Coalition. The Coalition was looking to offer Individual Development Accounts (IDAs) in the next few years. This year, they were looking to expand their education classes to include classes about avoiding foreclosure on mortgages. The Emergency Food Assistance Program's (TEFAP) next distribution date was set for 11/15. It will take place in Room 107 at Towner, but the February distributions and subsequent distributions may need to find new location (possible renovation in Towner). Al-Igoe said he was working to have February distribution, if necessary, at Parkridge Community Center. The Summer Food Service Program (SFSP) had recently ended and over 2,500 youths and 40,000 meals had been served. Swanson expressed concern about the small amount that was distributed at TEFAP. Al-Igoe and Bivens mentioned that currently, it was allocated and ETCS had no say over what they had to distribute. Al-Igoe mentioned that ETCS was joining the South East MI regional TEFAP Coalition. ETCS would be able to order the

food they distributed but it would be subject to budget appropriation from Michigan Department of Education and food offerings from USDA.

Sweet Scott spoke about (Community Development Block Grant) CDBG program. She mentioned how ETCS would not be receiving this grant in the next FY year. Dulin wondered if there was a connection between funding of CDBG and recent rash of mortgage foreclosure. Sweet Scott and Berry spoke about case management that it being done throughout the county to help guard against situations that cause mortgage foreclosure. Sweet Scott mentioned that Foster Grandparents program is actively recruiting. Swanson asked about eligibility requirements and Sweet Scott said that it was for people 60 years or older and at 125% of poverty or lower. DuRussel questioned whether customer donations for Senior Nutrition stay with the program or not. Sweet Scott said that they did but they were figured into the budget at the beginning of the FY. House asked about how deliveries are handled during power outages. Sweet Scott said that deliveries usually continue, but “Pantry” packs are available in case severe weather prevents delivery. House asked about labels on packages to for “throw out” or “eat by” dates. Sweet Scott mentioned that there is an assumption that food is eaten on day of delivery. The “Pantry” packs will hopefully allow people to eat all of the food that day since they won’t have to worry about saving food for future days. Sweet Scott mentioned that in-home assessments are done to look for situations and conditions that the older adults are living in so that issues are known ahead of time. These assessments are repeated every 6 months.

VII. Report of the Officers, Committees, Liaisons

A. Report of the Officers

Wolf spoke about the “Just Build It” program. It teaches high school students about various careers and exposes them to various fields. Actual field workers would be on site to let students know about pay, working conditions, necessary education and training. Program includes IT fields, not just trades. The event is on 11/6.

Wolf mentioned that road signs, in conjunction with MDOT, will be placed around MI Works! Service Center. Bivens and Al-Igoe are in charge of working with MDOT to place these in accordance with City of Ypsilanti regulations.

Wolf and Bivens spoke about the upcoming joint annual meeting in January. The strategic plan for both WDB and CAB will be reviewed.

Collins had no update on Head Start. She did mention that she would like to attend the Parent Training conference in December. Motion by Berry to send Collins to Parent Training conference. Seconded by Myers. Motion carried.

VIII. Other Business

Collins mentioned that there was a “missing” meeting in November. The correct date of that meeting was found and shared by Wolf.

Several board members expressed interest in attending Freedom Fund dinner hosted by NAACP. DuRussel mentioned that usually, CAB buys a table and sends 8 representatives. Dulin motioned to have the CAB buy a table for 8 at the NAACP Freedom Fund dinner. Myers supported. Motion carried. House, DeMaria, Swanson and Dulin expressed interest in attending and representing CAB.

IX. Adjournment

DuRussel adjourned the meeting at 7:35 PM.