

**Menominee-Delta-Schoolcraft  
Community Action Agency**

**GOVERNING BOARD MEETING  
Thursday, May 19, 2011  
1:30 p.m. (EDT)**

**MINUTES**

Chairperson Wigand called the meeting to order at 1:33 p.m. A quorum was present with the following in attendance:

**MEMBERS PRESENT**

Pastor Ingmar Levin, Schoolcraft  
Dan LaFoille, Schoolcraft  
Omer Doran, Schoolcraft  
Gil Sablack, Schoolcraft  
Bernie Lang, Menominee  
George Lyon, Schoolcraft  
Dave Rivard, Delta  
Myra Croasdell, Delta  
Mary Harrington, Delta  
Marv Mayer, Menominee  
Walter Multerer, Menominee  
Karen Wigand, Delta  
Ruth Helwig, Delta  
Beth Pletcher, Menominee  
Ken Penokie, Delta  
George Arkens, Menominee

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Sally Kidd, Senior Services Director  
Joe Dehlin, WX/Housing Director  
Connie Maule, SCP Director  
Mary Bunnin, FGP Director  
Theresa Nelson, RSVP Director  
Beau Miller, Finance Director

**MEMBERS ABSENT**

Tom Lippens, excused  
Helen Walker, excused  
Charmaine Lehman, excused  
John Stapleton, excused  
Gil Vandenhouten, excused  
Brenda Moya, excused  
Ken Bryant, excused  
Dave Anthony  
Geri Nelson  
Mari Negro  
Ernest Hoholik

**ACCEPTANCE OF MARY HARRINGTON TO REPRESENT THE DELTA COUNTY BOARD OF COMMISSIONERS ON OUR GOVERNING BOARD**

Ms. Wigand noted that Mary Harrington has been appointed by the Delta County Board of Commissioners to represent them on our Governing Board, replacing Dave Schultz. **DAVE RIVARD MOVED TO ACCEPT THE APPOINTMENT OF MARY HARRINGTON, SECONDED BY OMER DORAN; MOTION CARRIED.**

**ACCEPTANCE OF APRIL 7, 2011 GOVERNING BOARD MINUTES**

Members received a draft of the April 7, 2011 Governing Board minutes for their review. There were no questions and **THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY BERNIE LANG; MOTION CARRIED.**

### FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoille who reported that the committee reviewed the accounts payable schedule for April. **MR. LAFOILLE MOVED THAT THE APRIL ACCOUNTS PAYABLE SCHEDULE BE ACCEPTED, SECONDED BY DAVE RIVARD; MOTION CARRIED.**

The Treasurer reported that the Finance Committee reviewed the audit for the fiscal year ending 9/30/2010. There were no findings or questioned costs. He noted that in the past the auditing firm presented the audit to the full board. We had scheduling issues with our new auditing firm for this board meeting. Also, there is no board meeting scheduled for June or August and our July meeting is in Menominee and has a pretty full agenda already. The Treasurer indicated that the Finance Committee is comfortable recommending acceptance of the audit. If any member wishes for a copy of the audit, they certainly may get one by calling our Finance Director, Beau Miller. In addition, should the board wish our auditing firm to present the audit in September, that can be arranged. **TREASURER LAFOILLE MOVED FOR ACCEPTANCE OF THE AUDIT, SECONDED BY MR. RIVARD; MOTION CARRIED.**

The Treasurer also indicated that the board needs to pass a resolution authorizing William Dubord, Karen Wigand and Dan LaFoille as authorized signers on our bank accounts, with Ms. Wigand and Mr. LaFoille replacing Bernice Wiecech and Dave Schultz respectively. **MR. RIVARD MOVED TO AUTHORIZE WILLIAM DUBORD, KAREN WIGAND AND DAN LAFOILLE AS AUTHORIZED SIGNERS ON OUR BANK ACCOUNTS, SUPPORTED BY MR. DORAN; MOTION CARRIED.** (see attachment "A")

### SAFETY COMMITTEE REPORT

Ms. Wigand called on Gil Sablack who reported that the Safety Committee met on May 11, 2011 with the Loss/Prevention Specialist from our Worker's Compensation carrier. He noted the representative encouraged light duty placement when it is feasible. He also suggested we consider having someone like Marquette General Occupational Health as the place where we send employees who have a more serious injury that is likely to end up a W/C claim. There was some discussion on the feasibility of having employees from Menominee and Schoolcraft County drive all the way to our doctor when you consider the time and mileage that would entail. Mr. Penokie reminded the members that the presentation was from the Loss/Prevention point of view, which is focused on saving our carrier money, not necessarily what's in the best interest of our employees. **RUTH HELWIG MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SUPPORTED BY MARV MAYER; MOTION CARRIED.** (see attachment "B")

### PERSONNEL COMMITTEE REPORT

The Chair called on Ken Penokie who reported that the Personnel Committee met on May 3<sup>rd</sup> to begin the review and revision process for the Personnel Policies. He indicated this process will likely take several months. A full draft will be presented to the board before seeking approval. **GIL SABLACK MOVED TO ACCEPT THE PERSONNEL COMMITTEE REPORT, DAN LAFOILLE SUPPORTED THE MOTION; MOTION CARRIED.**

**ACCEPTANCE OF APRIL EARLY CHILDHOOD PROGRAM REPORT**

Members received a copy of the April Early Childhood Program report for their review. **THERE WERE NO QUESTIONS OR COMMENTS AND THE APRIL EARLY CHILDHOOD PROGRAM REPORT WAS ACCEPTED WITH A MOTION FROM GEORGE LYON, SECONDED BY DAVE RIVARD; MOTION CARRIED.**

**DISCUSSION ON MILEAGE REIMBURSEMENT**

Ms. Wigand called on Mr. Dubord who reminded the board that they have authorized him to review gas prices in relation to our mileage reimbursement rate and adjust the rate as needed. The Executive Director indicated in light of the extremely high gas prices (it's gone up over \$1 in the past several months) he is raising the mileage reimbursement rate from \$.45/mile to \$.48/mile effective 5/15/2011. He noted that our budgets can handle the increase. He suggested on October 1<sup>st</sup> he will revisit making the mileage rate the same as the federally approved rate. **MARV MAYER MOVED TO KEEP THE BOARD MILEAGE RATE AT \$.45/MILE WITH THE \$.03 DIFFERENCE DONATED AS NON-FEDERAL SHARE FOR OUR HEAD START PROGRAM; KEN PENOKIE SUPPORTED THE MOTION; MOTION CARRIED. 1 NO VOTE**

**FUNDING UPDATE**

The Chair called on Bill Dubord who reported that Head Start is slated for flat funding October 1, 2011. Although this is better news than for some of our programs, it is still difficult as operating costs continue to escalate. In addition, we have received word that there will be no COLA (Cost of Living Adjustment) for the Early Childhood Program this fiscal year. Mr. Lyon questioned how there could be no COLA offered when the inflation rate on necessities has risen considerably. Mr. Dubord noted that it's a Health & Human Services decision and is not related to the Consumer Price Index or other government measuring processes.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Wigand called on the Executive Director who asked Kim Johnson to talk about the upcoming strategic planning session that is scheduled. Ms. Johnson informed the board that they have an intensive Strategic Planning Session scheduled for 5/31 – 6/2 at the Rapid River Lodge. The Early Childhood Board Committee members are invited to attend but she noted that it is important for participants to attend the whole session as it's counter-productive to have people coming in and out and missing what's already been discussed, etc. Mr. Dubord noted there will be a follow up review session so the members can be apprised of the plan. **MR. LYON MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, MR. DORAN SECONDED THE MOTION; MOTION CARRIED.**

**UPDATE ON EMPLOYEE GRIEVANCE**

The Chair reminded the members that the board charged staff to discipline the employee with less than termination. An agreement was reached whereby the employee is suspended without pay for

the remainder of this school year. If there is an opening as a teaching assistant in the fall, she will be called back in that capacity.

**PUBLIC COMMENT/OTHER BUSINESS**

Ms. Wigand called on Dave Rivard who suggested we may want to check into purchasing our gasoline for our buses, etc. at one place in order to receive a better price.

**ADJOURNMENT**

There being no other business ***THE MEETING ADJOURNED AT 2:25 P.M. WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY BERNIE LANG; MOTION CARRIED.***

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTH OF APRIL 2011 FOR THE **MENOMINEE-DELTA-SCHOOLCRAFT COMMUNITY ACTION AGENCY**. WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

HEAD START	\$	293,846
EARLY HEAD START		90,897
EARLY-ON CHILDHOOD		2,615
GSRP		58,604
ASSET & LIABILITY ACCOUNTS		192,126
<b>TOTAL</b>	<b>\$</b>	<b>638,089</b>

SIGNED



(TREASURER)

DATE

5-19-11

**FINANCE COMMITTEE MEETING**  
**Thursday, May 19, 2011**  
**12:45 p.m. (EDT)**

**MINUTES**

The following were present: Karen Wigand, Dan LaFoille, Omer Doran, Bernie Lang, Pastor Levin, Gil Sablack, Bill Dubord, Beau Miller, Cathy Pearson.

Members were given a copy of the Head Start credit card charges from 3/24 – 4/25/11 for their review. Mr. Dubord explained that the charge for lodging in Escanaba was for a parent that had attended training in Kalamazoo. She lives in Menominee and arrived in Escanaba at midnight and staff felt it was better to have her stay the night. **THE HEAD START CHARGES WERE ACCEPTED WITH A MOTION FROM GIL SABLACK, SUPPORTED BY OMER DORAN; MOTION CARRIED.**

Members were mailed a copy of the CAA April accounts payable schedules for their review. **PASTOR LEVIN MOVED TO ACCEPT THE CAA APRIL ACCOUNTS PAYABLE SCHEDULES, SUPPORTED BY GIL SABLACK; MOTION CARRIED.**

Members were mailed a copy of the HRA April accounts payable schedules for their review **AND THEY WERE ACCEPTED WITH A MOTION FROM BERNIE LANG, SECONDED BY MR. DORAN; MOTION CARRIED.**

Beau Miller, Finance Director, reviewed the audit for the year ending 9/30/2010 with the members. He explained to the committee that scheduling conflicts prevented Anderson Tackman Co, our auditors, from presenting the audit to the full board at the May meeting. In addition, we have no June or August meeting scheduled and the July agenda is always pretty full with the election. Therefore, he presented the audit and told the committee that the remaining board members can request a copy of the audit if they wish and the audit could be presented at the September board meeting if the board wishes. The Finance Director reported that there were no findings or questioned costs. Our unrestricted balance is slightly higher than the norm of 10% of the annual budget (ours is 10.9%). Our management costs are on the low end of industry standards coming in at 5% (which is good). The auditors noted that staff were very cooperative. They have suggested some internal controls which we are implementing. Overall Mr. Miller reported that he felt our new auditors were well trained and well prepared. **OMER DORAN MOVED TO ACCEPT THE AUDIT FOR THE FISCAL YEAR ENDING 9/30/2010, SECONDED BY GIL SABLACK; MOTION CARRIED. MR. LAFOILLE ASKED FOR A ROLL CALL VOTE. 5 YEA, 0 NAY**

Mr. Miller explained that the board will be asked to pass a corporate resolution naming William Dubord, Karen Wigand and Dan LaFoille as signers for the agency's bank/checking accounts with Karen Wigand replacing Dave Schultz and Dan LaFoille replacing Bernice Wiecech. **MR. SABLACK MOVED TO AUTHORIZE WILLIAM DUBORD, KAREN WIGAND AND DAN LAFOILLE AS SIGNERS ON AGENCY ACCOUNTS, SUPPORTED BY PASTOR LEVIN; MOTION CARRIED.**

**Finance Committee Minutes**

**May 19, 2011**

**Page 2**

Bill Dubord indicated he will ask the board to authorize the mileage rate be raised from \$.45/mile to \$.48/mile due to the extremely high cost of gasoline. Mr. Lang suggested we may want to have our mileage rate always be the same as the federal rate as it is always adjusted based on prices, etc. Ms. Wigand indicated that the Executive Director has the authority to make the decision without board approval.

The Executive Director reminded the members that we were bequeathed money for the senior citizen program which we decided to use for much needed work at the Gladstone Senior Center. We have completed Phase one and have received bids for Phase Two and it will cost significantly more than the money we were bequeathed. Therefore, although we have available dollars to complete the project, we will wait for the final state budget to made the decision on Phase Two.

The meeting adjourned at 1:27 p.m. **WITH A MOTION FROM GIL SABLACK, SECONDED BY OMER DORAN; MOTION CARRIED.**

**SAFETY COMMITTEE MEETING**  
**Wednesday, May 11, 2011**  
**12:00 noon**

**MINUTES**

The following were present: Mari Negro, Omer Doran, Tom Lippens, Gil Sablack, George Arkens, Walter Multerer, Debby Wiltzius, Pat Royer, Cathy Pearson, Jill Johnsen. Marv Mayer, excused

Debby introduced Mike Taylor from the Accident Fund of Michigan, the Prevention/Loss Representative for our Worker's Comp. carrier. Mr. Taylor was available to answer questions regarding worker's compensation. It was asked why an employee might be told by their provider (for instance, a chiropractor) that they have ongoing visits coming, even if they feel they are better. It was explained that the W/C carrier will follow-up on any provider's medical statement that says treatment "ongoing" to get a more specific care plan from them. Usually a chiropractor will have a minimum of 3-5 visits.

Mike noted that if only medical is paid out (no lost work wages), any medical costs will be discounted 70% at the time of renewal. He noted that lost wage claims formerly made up about 65% of all W/C claims, but now it is approximately 50% lost wage and 50% medical.

He told the committee that the W/C carrier prefers a light duty option when it is feasible. Even if it's where the employee gets light duty for half of their time and W/C pays the other half of their time, it still helps. He reminded those present that worker's compensation begins paying on the 8<sup>th</sup> day an employee is off of work from a work injury. If the employee ends up out through the 15<sup>th</sup> day they will go back and pick up the first seven days as well. If an employee is out for ten days they will be paid for days 8, 9 & 10. Jill indicated that sometimes staff feel that rates will go up if you put someone on light duty when in effect, the more people that remain on worker's compensation the higher the rates are for our entire organization.

The issue of having a designated place to send employees who are injured at work should be established. There was some discussion on the fact that there may not be providers in Menominee and Manistique (that follow BC payout for claims). Mr. Taylor suggested that for potentially large claims we should have the employee go to MGH Occupational Medicine in Escanaba and we will pay their mileage to do so. (we will get reimbursed from our carrier.)

In response to last month's slip off the bus, it was suggested that employees who get on and off a bus with any frequency should be encouraged to wear the Yak Trax when it's slippery. They could be kept on the bus for convenience.

The members were given a copy of the ECP's accident report procedure and HRA's. The main difference is that ECP's has the supervisor fill out the report form & the employee signs off and HRA's has the employee fill out the form & then the supervisor signs off. After discussion it was decided that HRA will change their procedure to have the supervisor fill out the form after discussing with the employee what happened & then the employee will sign off.

The meeting adjourned at 1:35 p.m.

*Menominee-Delta-Schoolcraft  
Human Resources Authority*

**GOVERNING BOARD MEETING**  
*Thursday, May 19, 2011*  
*1:45 p.m. (EDT)*

**MINUTES**

Chairperson Wigand called the meeting to order at 2:26 p.m. A quorum was present with the following in attendance:

**MEMBERS PRESENT**

Dan LaFoille, Schoolcraft  
Omer Doran, Schoolcraft  
Gil Sablack, Schoolcraft  
Bernie Lang, Menominee  
George Lyon, Schoolcraft  
Dave Rivard, Delta  
Myra Croasdell, Delta  
Mary Harrington, Delta  
Marv Mayer, Menominee  
Walter Multerer, Menominee  
Karen Wigand, Delta  
Ruth Helwig, Delta  
Beth Pletcher, Menominee  
Ken Penokie, Delta  
George Arkens, Menominee

**OTHERS PRESENT**

William Dubord, Executive Director  
Cathy Pearson, Executive Assistant  
Sally Kidd, Senior Services Director  
Joe Dehlin, WX/Housing Director  
Connie Maule, SCP Director  
Mary Bunnin, FGP Director  
Theresa Nelson, RSVP Director

**MEMBERS ABSENT**

Tom Lippens, excused  
Helen Walker, excused  
Charmaine Lehman, excused  
John Stapleton, excused  
Gil Vandenhouten, excused  
Brenda Moya, excused  
Ken Bryant, excused  
Dave Anthony  
Geri Nelson  
Mari Negro  
Ernest Hoholik

**ACCEPTANCE OF MARY HARRINGTON TO REPRESENT THE DELTA COUNTY BOARD OF COMMISSIONERS ON OUR GOVERNING BOARD**

Ms. Wigand noted that Mary Harrington has been appointed by the Delta County Board of Commissioners to represent them on our Governing Board, replacing Dave Schultz. ***DAVE RIVARD MOVED TO ACCEPT THE APPOINTMENT OF MARY HARRINGTON, SECONDED BY MR. LAFOILLE; MOTION CARRIED.***

**ACCEPTANCE OF APRIL 7, 2011 GOVERNING BOARD MINUTES**

Members received a draft of the April 7, 2011 Governing Board minutes for their review. There were no questions or comments and ***THEY WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SECONDED BY DAVE RIVARD; MOTION CARRIED.***

### FINANCE COMMITTEE REPORT

The Chair called on Treasurer Dan LaFoille who reported that the committee reviewed the accounts payable schedule for April. **MR. LAFOILLE MOVED THAT THE APRIL ACCOUNTS PAYABLE SCHEDULE BE ACCEPTED, SECONDED BY DAVE RIVARD; MOTION CARRIED.**

The Treasurer reported that the Finance Committee reviewed the audit for the fiscal year ending 9/30/2010. There were no findings or questioned costs. He noted that in the past the auditing firm presented the audit to the full board. We had scheduling issues with our new auditing firm for this board meeting. Also, there is no board meeting scheduled for June or August and our July meeting is in Menominee and has a pretty full agenda already. The Treasurer indicated that the Finance Committee is comfortable recommending acceptance of the audit. If any member wishes for a copy of the audit, they certainly may get one by calling our Finance Director, Beau Miller. In addition, should the board wish our auditing firm to present the audit in September, that can be arranged. **TREASURER LAFOILLE MOVED FOR ACCEPTANCE OF THE AUDIT, SECONDED BY MR. LANG; MOTION CARRIED.**

The Treasurer also indicated that the board needs to pass a resolution authorizing William Dubord, Karen Wigand and Dan LaFoille as authorized signers on our bank accounts, with Ms. Wigand and Mr. LaFoille replacing Bernice Wiecech and Dave Schultz respectively. **MR. RIVARD MOVED TO AUTHORIZE WILLIAM DUBORD, KAREN WIGAND AND DAN LAFOILLE AS AUTHORIZED SIGNERS ON OUR BANK ACCOUNTS, SUPPORTED BY MR. MULTERER; MOTION CARRIED.** (see attachment "A")

### SAFETY COMMITTEE REPORT

Ms. Wigand called on Gil Sablack who reported that the Safety Committee met on May 11, 2011 with the Loss/Prevention Specialist from our Worker's Compensation carrier. He noted the representative encouraged light duty placement when it is feasible. He also suggested we consider having someone like Marquette General Occupational Health as the place where we send employees who have a more serious injury that is likely to end up a W/C claim. There was some discussion on the feasibility of having employees from Menominee and Schoolcraft County drive all the way to our doctor when you consider the time and mileage that would entail. Mr. Penokie reminded the members that the presentation was from the Loss/Prevention point of view, which is focused on saving our carrier money, not necessarily what's in the best interest of our employees. **GEORGE LYON MOVED TO ACCEPT THE SAFETY COMMITTEE REPORT, SUPPORTED BY OMER DORAN; MOTION CARRIED.** (see attachment "B")

### PERSONNEL COMMITTEE REPORT

The Chair called on Ken Penokie who reported that the Personnel Committee met on May 3<sup>rd</sup> to begin the review and revision process for the Personnel Policies. He indicated this process will likely take several months. A full draft will be presented to the board before seeking approval. **MR. LAFOILLE MOVED TO ACCEPT THE PERSONNEL COMMITTEE REPORT, GIL SABLACK SUPPORTED THE MOTION; MOTION CARRIED.**

**ACCEPTANCE OF POLICY ADVISORY COMMITTEE MINUTES**

Members received copies of the following PAC minutes for their review:

- 4/19/11 Foster Grandparent Program PAC minutes
- 3/22 (Delta) & 4/29/11 (Menominee) Senior Companion Program PAC minutes
- 4/12 (Marinette/Menominee) & 4/14/11 (Delta) Retired & Senior Volunteer Program PAC minutes
- 2/8 (Rock) & 5/4/11 (Gladstone) Senior Center PAC minutes

There were no questions or comments **AND THE MINUTES WERE ACCEPTED WITH A MOTION FROM MR. LAFOILLE, SUPPORTED BY DAVE RIVARD; MOTION CARRIED.**

**ACCEPTANCE OF UPCAP MONITORING REPORT FROM MARCH 16 & 17, 2011**

Members were mailed a copy of the report for their review. Karen Wigand called on Senior Services Director, Sally Kidd who reported that there was one non-compliance issue resulting from our subs not having documentation of two training sessions in their file. Mrs. Kidd reported that they will be sure to have the required training for all staff, including subs. Another issue that UPCAP will be cracking down on is the carrying out of congregate meals to non-homebound seniors. This is prohibited as congregate meals are intended to be provided in conjunction with the seniors socializing with others seniors. The Chair called on Mr. Multerer who stated his total disagreement with this policy. He requested the actual regulation stating that meals cannot be carried out of congregate sites. Mrs. Kidd explained that we can charge a set price (probably \$4) for carry outs but then they cannot be counted in our senior services activities or receive reimbursement from USDA. The Board directed staff to write a letter to the Area Agency on Aging for the regulation and pass it on to the board.

**DISCUSSION ON MILEAGE REIMBURSEMENT**

Ms. Wigand called on Mr. Dubord who reminded the board that they have authorized him to review gas prices in relation to our mileage reimbursement rate and adjust the rate as needed. The Executive Director indicated in light of the extremely high gas prices (it's gone up over \$1 in the past several months) he is raising the mileage reimbursement rate from \$.45/mile to \$.48/mile effective 5/15/2011. He noted that our budgets can handle the increase. He suggested that on October 1<sup>st</sup> he will revisit making the mileage rate the same as the federally approved rate. **MARV MAYER MOVED TO KEEP THE BOARD MILEAGE RATE AT \$.45/MILE, WALTER MULTERER SUPPORTED THE MOTION; MOTION CARRIED. 3 nays** Mr. Rivard suggested we may want to reconsider making a decision for all the members, when some may have a greater need. If any member doesn't wish to get reimbursed for mileage, they do not have to.

**AUTHORIZATION TO APPLY FOR AREA ON AGENCY FUNDS**

The Chair called on Sally Kidd who indicated that every year we need to get board authorization to apply for AAA funds. This year we intend to apply for congregate and home delivered meals homemaker aide, respite, personal care, Adult Day Care and home injury funds. **MR. LAFOILLE**

***MOVED TO AUTHORIZE THE APPLICATION FOR AAA FUNDS, SECONDED BY DAVE RIVARD;  
MOTION CARRIED.***

**FUNDING UPDATE**

The Chair called on Bill Dubord who reported that the State Conference Committees are meeting now regarding the budget so hopefully we will have a clearer picture very soon. The federal continuing resolution called for a 40% cut in RSVP (the funding year that starts July 1<sup>st</sup>). They have mitigated it to a 20% cut by running the program for 8 months rather than 12. This will be a significant cut forcing operational changes such as reduction in employee hours, built in lay-offs for the two staff people and eliminating mileage reimbursement. Additionally we will need to reduce the number of volunteers from 529 to 400. Some volunteers may decide to quit with the loss of mileage reimbursement.

Home delivered meals are primarily supported by state funds. We are anticipating a 15-18% cut for this program so we will have to make some hard decisions on how to continue to serve our rural homebound folks. Fortunately we have millage funds that can help fill some holes. The House budget calls for the elimination of the three Senior Volunteer Programs this coming October. If this occurred it may mean the programs are no longer feasible to run.

The Executive Director reported that we still have not received our regular Weatherization contract for the program year that began April 1<sup>st</sup>. We are progressing nicely with the Weatherization ARRA units and should have no problem meeting our completion goal before the March 31, 2012 deadline.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Wigand called on the Executive Director who reported that our four Client Service Workers are currently on lay-off as there is no direct assistance funds with which to help the people they serve. Mr. Dubord indicated that it is not unusual for these employees to be laid off this time of year as the majority of their workload is during the tax and heat season.

Mr. Dubord reminded the members that there is no meeting scheduled for June so our next meeting will be held on Thursday, July 21, 2011 at the Menominee VFW. This will be a luncheon meeting beginning at 11:30 a.m. (central time) with the board meeting to follow. He noted that we will be convening the Nominating Committee soon and the Personnel Committee will meet again soon to continue work on the Personnel Policies.

***MR. LAFOILLE MOVED TO ACCEPT THE EXECUTIVE DIRECTOR'S REPORT, GEORGE LYON  
SECONDED THE MOTION; MOTION CARRIED.***

**PUBLIC COMMENT/OTHER BUSINESS**

Ms. Wigand called on Dan LaFoille who asked if the board might consider making the board meeting time earlier as the meetings seem to be running longer. Cathy Pearson will survey the board regarding this request. Mr. Penokie noted he is happy that our new auditing firm is locally based.

**ADJOURNMENT**

There being no other business ***THE MEETING ADJOURNED AT 3:12 P.M. WITH A MOTION FROM DAN LAFOILLE, SUPPORTED BY DAVE RIVARD; MOTION CARRIED.***

THE FINANCIAL COMMITTEE HAS REVIEWED THE ACCOUNTS PAYABLE SCHEDULES FOR THE MONTH OF APRIL 2011 FOR THE HUMAN RESOURCES AUTHORITY, INC. WE HAVE DETERMINED THAT THE EXPENDITURES MADE AGAINST THE VARIOUS PROGRAMS ARE REASONABLE AND PROPERLY CHARGED WITHIN BUDGETARY RESTRICTIONS IN THE FOLLOWING AMOUNTS:

SENIOR CITIZENS	\$	162,875
VOLUNTEER PROGRAMS		61,915
NUTRITION		109,485
STATE & LOCAL PROGRAMS		101,006
ENERGY AND HOUSING		297,134
ASSET & LIABILITY ACCOUNTS		152,884
<b>TOTAL</b>	<b>\$</b>	<b>885,299</b>

SIGNED   
(TREASURER)

DATE 5-19-11