

Washtenaw County Community Action Board

Zoom meeting

Wednesday, January 25, 2023

5:30 pm to 7:30 pm

General Session/Regular Meeting

Meeting Minutes

Zoom link: <https://washtenawcounty.zoom.us/j/87933158449>

Members Present:

1. Rhonda Weathers
2. Comm Caroline Sanders
3. Cathryn (Cath) Antkowiak-Howard
4. Comm Annie Sommerville
5. Juanita House
6. Elizabeth Janovic
7. Alyshia Dyer (arrived late)
8. Jason Towler (arrived late)

Comm Sanders and Comm Sommerville introduced themselves to the CAB as new elected members (appointed by BOC)

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Absent:

1. Danyelle Reynolds (excused)
2. Mary Phillips Smith
3. Beth Dulka

OCED Staff Present: Katie Hoffman-Pariyar, Morghan Williams, Sandy Bowers, Marti Popyk

Pre-Meeting Packet:

- All CAB members received a copy of the most up-to-date Community Action Board Bylaws. This meets Organizational Standard 5.4 for FY2023.
- All CAB members received a copy of the Code of Conduct, Conflict of Interest, and Whistleblowers Policy. This meets Organizational Standard 7.7 for FY2023.

I. **Call to Order**

- Vice-Chair called the meeting to order at 5:32

II. **Welcome and Introductions**

- Roll call of CAB board members

III. **Public Comments**

- No public comments at this time

IV. **Approval of November Meeting Agenda**

- A motion was made by Cath to approve the agenda for January. Motion seconded by Alyshia.
- Roll call vote to approve the January agenda meeting

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- Rhonda, yes
- Comm Sanders, yes
- Cath, yes
- Comm Sommerville, yes
- Juanita, yes
- Elizabeth, yes
- Jason, yes
- Alyshia, yes

V. Approval of October and November Meeting Minutes

- A motion was made by Alyshia to approve the meeting minutes for Oct and Nov Motion seconded by Cath.
- Roll call vote to approve the October 2022 and November 2022 meeting minutes
 - Rhonda, yes
 - Comm Sanders, yes
 - Cath, yes
 - Comm Sommerville, yes
 - Juanita, yes
 - Elizabeth, yes
 - Jason, yes

VI. OCED Updates

- Foster Grandparent Program Updates – Presentation by Washtenaw County Foster Grandparent Program Lead, Sandy Bowers
 - Americorps Seniors program
 - Over 140,000 older adults that participate nationally, 47 million volunteer hours served last year
 - 44 FGP volunteers serving throughout Washtenaw County
 - FGP volunteers range from 59 to 92, the average age is 72
 - Our purpose is making a difference in the lives of children and seniors, while improving our community
 - Our program succeeds when we build strong relationships with children, teachers, and each other
 - FGP receive important benefits
 - \$3.15 per hour, \$252/month
 - Recognition events and monthly in-service meetings
 - \$5 per day meal allowance
 - Transportation assistance
 - All FGP volunteers receive training and on-going support (provided with tablet and internet assistance if needed)
 - Who can join?
 - Background check (county, state, and federal)
 - Where do we serve?
 - 21 different sites
 - Who do we serve?

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- FGPs support children with special needs, including children who may have a disability or impairment, or who may be experiencing circumstance that hinder their progress.
- Other students may need special attention
- School decides which students the volunteers work with
- FGPs provide social, emotional support...
- Since COVID, in 2022, we were 100% back to service (in person)
 - Continue to provide PPE and encourage safety precautions at sites and training events
 - Resumed in person monthly in service training
 - Educational field trips
 - Recognition event
 - Continue to supplement training with training modules on GrandPads
- Highlights
 - Engaged 57 seniors in meaningful services
 - Provided direct support to 121 children (those with specific workplans)
 - Provided indirect support to hundreds more
 - Recruited 10 new FGP volunteers
- Program Challenges
 - Recruitment
 - Retention
 - Site Turnover
 - Challenging Behaviors
- Questions?
 - How do you see the work being different this year, given that we're not at the height of COVID (asked by Morghan)
 - A: Waiting list – 20 teachers long that would like an FGP
 - Teachers know the value of having support in the classroom and need support
 - FGPs have expressed how far behind students are in many classrooms (exacerbated by COVID)
 - Volunteers desperate to help students catch up
 - Do you have an orientation that includes how to work remotely/utilize internet-based tools (asked by Comm Sanders)
 - We teach them how to use the GrandPad... it's very simple to use
 - Training is ongoing
 - Entire training sessions on topics such as adverse childhood experiences (ACEs), behavior management skills..., concrete skills to work with various behavioral challenges
 - FGPs doing remote schooling have been provided a laptop by community schools
 - Schools give them the training they need to utilize computer
 - Do volunteers receive increases in stipends? (asked by Comm Sanders)
 - Those are approved by congress (i.e. went from \$3 to \$3.15 and soon going up to \$4)
 - We have no control of the federally provided stipend amount
 - Also, income threshold is in place and no work around

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- History of the Washtenaw County Senior Nutrition Program - Presentation by Washtenaw County Meals on Wheels & Senior Café Program Specialist, Marti Popyk
 - SNP receives funding from the Older Americans Act (OAA) Nutrition Program
 - Funding for county comes from AAA1B
 - OAA Nutrition Program is comprised of three sub-programs:
 - Congregate Nutrition Services (we call them Senior Cafes)
 - Home Delivered Nutrition Services
 - Nutrition Services Incentive Program
 - Purpose of the funding is to:
 - Reduce hunger, food insecurity, and malnutrition
 - Promote socialization
 - Promote the health and well-being of seniors
 - Eligibility – adults ages 60 years and older
 - Doesn't require federal guideline on income but target low income individuals
 - Racial or ethnic minority
 - Live in a rural community
 - Have limited English proficiency
 - And/or are at risk of institutionalization
 - Gradually grown from 2016-17 to current year
 - 2016-17: 219,67
 - 2022-23: 322,000
 - Timeline
 - 2012 – OCED is formed, OCED provides all staff, oversight and all management responsibility at each Senior Nutrition meal site, employees paid by county
 - 2015 – structure changes – programming moved to sites, sites responsible for all programming and for hiring staff, OCED set up grant process to fund programs
 - 2019 – in-line with national model, per unit/meal reimbursement, site incentive to grow program community outreach,
 - Program cost
 - 2021/22 – OAA funding \$972,705
 - General fund/CSBG - \$388,678
 - Total program cost - \$1,361,383
 - Funds from federal government are not increasing to meet the costs
 - Looking at different ways for programs to fund themselves moving forward
 - Future of SNP
 - Future Senior Café Growth Areas – expand into
 - Manchester
 - Saline
 - West/Willow/Lincoln Schools
 - Future program sites become self-supporting financially
 - Grants
 - Fundraising
 - Direct Mail Campaign
 - Washtenaw County OCED utilize OAA funds for food only
 - OCED would become the food supplier

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- Higher quality food
 - Questions?
 - What exactly are the senior cafes (asked by Cath)
 - Those are sites at senior centers – a meal in the middle of the day, catered meals that they can come attend. Minimum of 3 days per for each site
 - The Lincoln Golden Ages site – is that through SNP?
 - They don't run through SNP currently...
 - Milan is one of our sites
 - What are the sites (asked by Cath)?
 - Home Delivered Meals – provide services for funding for AA MOW, Ypsi MOW, Chelsea, Milan, Northfield MOW, JFS cover the areas where don't have coverage
 - Senior cafes: Ypsi township, Ypsi Senior Center, Dexter Senior Center, Chelsea Senior Center, Milan, Northfield
 - **Action: Marti will send a complete list of Senior Café sites to Katie – Katie will share with the group**
 - Do you have a need for Manchester (asked by Cath)?
 - We will hopefully be adding Home Delivered Meals in Manchester
 - We hope to have a café in Manchester – something we're working towards
 - Comment from Cath – I'm a member of Lincoln Golden Ages and live in Augusta township – do you have a place in mind close to Lincoln Golden Ages?
 - Marti is Looking into homeowner associations (starting to reach out to) as possible sites
 - Lincoln needs more intensive support to be a part of the program but it's a possibility
 - Emergency Response updates
 - Support for families – to date, 60 families who have been assessed
 - Shelter referrals
 - \$50K winter sheltering program for families – families can be hoteling through winter months until shelter placement opens or opt in to receiving a stipend (\$400/month through April 1)
 - First come, first served basis once backlog is taken care of
 - Work through list of families on waitlist
 - MISSION as a partner for hoteling, BB support for families
 - Questions?
 - Is this going through HAWC?
 - Not a housing first model (regardless of what happens, you're guaranteed housing)
 - Asking folks to sign a zero-tolerance form for hoteling... if they were to not follow behavior criteria, they would need to exit this program (but still would be on waitlist for CoC) due to extra financial risk
 - Damages paid for during COVID for hoteling
 - 2 call center staff willing to help with intake
- Q: Question regarding the policy of calling CPS

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- Call center function – changed that policy
 - Able to allocate Barrier Busters funds for certain situations involving children
 - Recent example was a mother and her family experiencing homelessness. Intake staff were concerned and wanted to contact CPS in hopes that it could elevate the need for shelter and help them get resources. Instead, used BB funding to get them in hotel program and that family was able to exit program and find housing
 - In situations like these, we want to eliminate the barriers and while it seems CPS might be able to intervene and help in a positive way, could cause more barriers.
- How long is \$50K going to last (Caroline)?
 - Not long... but working with admin and BOC and city council
 - Trying to set up a family program
 - This is the first of a few diff asks
 - Hoping that stipends (flexible funds) and hoteling for those with no support can offset costs but we will need additional funds to get us through winter months

VII. **Board: New Business**

- **Action: Please complete annual conflict of interest disclosure forms before February meeting (sent via email) and return to Katie via email**
 - See attached for the copy of the Code of Conduct, Conflict of Interest, and Whistleblowers Policy for your reference (*Fulfills Bureau of Community Action and Economic Opportunity (BCAEO)'s Organizational Standard 7.7*)

VIII. **CAB Member Discussion**

- Board Officer Elections
 - Entertaining nominations for chair/vice chair
 - Juanita – nominates Rhonda Weathers
 - Rhonda declined due to capacity limitations (e.g., work is busy)
 - Jason nominating himself as vice chair
 - Jason nominates Danyelle as chair
 - Danyelle absent so cannot comment
 - Board members will have until next month's meeting (February 22) to nominate one another or self-nominate
 - **Email Katie if you have a nomination/self-nomination**
 - Board members will vote at the February 22 meeting for the new chair and vice-chair
- Community Nominations – Consumer Seats
 - Board reviewed nominations and self-nominations (4 in total)
 - There are 3 open consumer seats
 - **Action: Katie will reach out to nominees and ask them to apply to the formal County application**
- Approval of 2023 Meeting Schedule

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- A motion was made by Alyshia to approve the meeting minutes for Oct and Nov Motion seconded by Cath.
 - Roll call vote to approve 2023 Meeting Schedule
 - Cath- yes
 - Juanita, yes
 - Alyshia, yes
 - Jason, yes
 - Annie, yes
 - Caroline, yes
 - Rhonda, yes
 - Elizabeth, yes
 - In person/hybrid meetings
 - Jason asked if we would be resuming in-person meetings
 - It was suggested that if we do, the meetings should be hybrid
 - Action: Katie will send out a poll to gauge people's interest in in-person/hybrid meetings
 - Other logistical things to consider (Rhonda and Annie mentioned)
 - Would it be in person one month, hybrid the next month?
 - Need to make sure our bylaws will allow for in-person/hybrid meetings and comply with open meetings act
- IX. **BOC Representative Report (Comm. Sanders)**
- Beginning of the year and getting things in order
 - Excited to be on the board
 - Annie and Caroline are available for calls and conversation
 - Comm Sanders and Comm Sommerville were attending the State of the State in Lansing and were only able to give a brief update before excusing themselves from the meeting
- X. **Public Comment**
- No public comment at this time
- XI. **Adjourn**
- Meeting adjourned
 - Move to adjourn Alyshia, seconded by Cath