



Southwest Michigan Community Action Agency

BOARD MEETING MINUTES



Wednesday, April 19, 2023 at 6:00pm

SMC Foundation Room: 58900 Cherry Grove Road, Dowagiac, MI 49047

PRESENT: C.Christopher, M.Franks, J.Jones, G.Patterson-Gladney, G.Moore, M. Warren

ABSENT: K.Lyons, C.Pitchford, M.Underwood

GUESTS: S.Trecartin

STAFF: G.Chadwick, D.Oleneack, K.Smith Oldham

The meeting attendees stood and recited the SMCAA mission statement.

QUORUM: A quorum was established and the meeting was called to order at 6:17pm

AGENDA ACTION: Motion made by J.Jones to accept the April 19, 2023 Agenda, seconded by G.Patterson-Gladney. Unanimous approval; motion carried.

MINUTES ACTION: Motion to approve the March 15, 2023 Board Minutes was made by G.Patterson-Gladney, seconded by J.Jones. Unanimous approval; motion carried.

OFFICERS' REPORT: None

OLD BUSINESS: None

NEW BUSINESS: **a.Fiscal Summary.** D.Oleneack presented the fiscal summary for March which represented 50% through Fiscal Year 2023. Specific notes of interest:

- Revenues decreased primarily due to State re-allocating Cera2-VB funds of approximately \$230k.
- Client Services includes nearly \$500k in LIHWAP that we anticipate the State will re-allocate.

A. ACTION: A motion to accept and place on file the Fiscal Summary was made by G.Patterson-Gladney and seconded by J.Jones. Unanimous approval; motion carried.

b.Programmatic Report. K.Smith Oldham presented the programmatic report for March by reporting the number of clients assisted through each Agency program and/or services. Specific note of interest:

- TEFAP Food Assistance Caseload through 1st Q of 2023 was 7434
- Bottled water picked-up at warehouse averages three (3) semis per week.



B.ACTION: A motion to accept and place on file the Programmatic Report was made by G.Moore and seconded by J.Jones. Unanimous approval; motion carried.

c.Director’s Report. K.Smith Oldham presented the Director’s Report, which discussed updates and additions to SMCAA programs and services. Specific notes of interest:

- Within the LIHWAP program we received three (3) more municipalities that signed an MOU with the State over the last month. This brings our total to 20.
- Rob Kennedy updated the Executive Directors on movements that the legislative committees are currently working on. Rob said the State is looking at removing asset testing and possibly workforce development for Medicaid.
- The monitoring of the CSBG passed with flying colors. SMCAA received no findings.

C.ACTION: A motion to accept and place on file the Directors Report was made by J.Jones and seconded by G.Patterson-Gladney. Unanimous approval; motion carried.

d.CAP Plan Update Per Organizational Standard 4.4, 9.3, K.Smith presented the Community Action Plan Update to the Board. Updates to the Plan are Highlighted in Blue. Some of the ending programs were deleted from the plan and new programs were added. Under Reporting Requirements (Annual Report) we saw increases and decreases do to the various COVID funding and reporting requirements.

PUBLIC COMMENT: S.Trecartin attended the meeting. He stated he is from St. Joe County and just wanted to know what services SMCAA does.

OTHER: None

BOARD None

**ATTENDANCE –
YEAR TO DATE:**

ADJOURNMENT: Hearing no other business, a motion to adjourn was made by J.Jones and was seconded by G.Patterson-Gladney. The meeting was adjourned at 6:55pm.

NEXT MEETING: The next scheduled SMCAA Board meeting will be held at the **Webster Memorial Library: 200 N. Phelp St., Decatur, MI 49045, on Wednesday, May 17, 2023 at 6:00pm.**

Respectfully submitted,
Glenda Chadwick
SMCAA Fiscal/HR Assistant

Reviewed and approved,
Megan Underwood
SMCAA Board Secretary

