

**Macomb County - Macomb Community Action  
Minutes of the Executive Committee MCAAB Meeting  
Held on Tuesday, January 9, 2024, at 12:00 p.m.  
Virtual meeting via Google Meet**

The Macomb Community Action Advisory Board Executive Committee held a virtual meeting by way of a conference on Tuesday, January 9, 2024.

In accordance with the Open Meetings Act, virtual board meeting information is posted on the County website as well as displayed on the exterior Macomb Community Action office door.

Roll call was taken. Members and staff on the virtual meeting are indicated below.

***Board Members Present Virtually via Google Meet:***

Justin Al-Igoe, Executive Director Macomb/St. Clair Workforce Development  
Monica Bihar-Natzke, Consumer & MCAAB Liaison to Early Childhood Policy Council  
Tanya Blatz, U.S. Army Garrison, Detroit Arsenal  
Carmen Bordea, DLL Program Coordinator, Office of Global Michigan  
Michael Bruci, Consumer  
Matthew Micinski, District Manager, Department of Health & Human Services  
Matthew Wallace, Assistant Planning Director, Township of Clinton

***Staff Members Present via Google Meet:***

Linda Azar, CCAP, Division Director, Children & Family Services  
Kristie Betts, Grant Management Specialist  
Joseph Cooke, Division Director, Community Services  
Edward Scott, Director, Macomb Community Action  
Ann Wagner, Administrative Assistant

**1. Call to Order**

Vice Chair, Justin Al-Igoe called this MCAAB Executive meeting of the board to order at 12:00 noon. Seven (7) out of seven (7) board members were present at the start of the meeting.

**2. Attendance and Determination of Quorum**

A roll call of members was taken by Ann Wagner. It was determined that a quorum was established with seven (7) members present virtually.

**3. Approval of Agenda**

Upon a motion made by Tanya Blatz and seconded by Carmen Bordea, the board unanimously **VOTED** to approve the agenda of the January 9, 2024, Executive MCAAB Meeting.

**4. Recommendation to approve the November 14, 2023, minutes**

Upon a motion by Monica Bihar-Natzke and seconded by Carmen Bordea, the board unanimously **VOTED** to approve the November 14, 2023, Executive Committee Board meeting minutes.

**5. Public Comment**

Justin Al-Igoe stated that this committee operates under the Open Meetings Act and asked if anyone was present or on the phone who wished to address the Committee regarding items related to the agenda. There being no one requesting this privilege, Mr. Al-Igoe proceeded with

the meeting.

**6. Recommendation to receive and approve: CoC Program Grant Amendment**

Upon a motion made by Tanya Blatz and seconded by Matt Micinski, the board unanimously VOTED to approve the CoC Program Grant Amendment.

Discussion: Joe Cooke – This is an amendment to extend the grant end date from 9/30/23 to 12/31/23.

**7. Recommendation to receive and approve: Community Housing Network Erin Park MOU**

Upon a motion made by Matthew Micinski and seconded by Matt Wallace, the board unanimously VOTED to approve the Community Housing Network Erin Park MOU.

Discussion: Joe Cooke – In 2019 there was a different organization acting as the HARA for the Erin Park housing complex. This is an update to reflect Macomb Community Action as the HARA.

**8. Recommendation to receive and approve: COVID Emergency Rental Assistance (CERA 2) amendment #3**

Upon a motion made by Monica Bihar Natzke and seconded by Carmen Bordea, the board unanimously VOTED to receive and approve the COVID Emergency Rental Assistance (CERA 2) amendment #3.

Discussion: Joe Cooke – This is an amendment to extend the grant end date from 12/31/23 to 3/31/24.

**9. Recommendation to receive and approve: Human Effectiveness Training – Ulliance**

Upon a motion made by Michael Bruci and seconded by Monica Bihar Natzke, the board unanimously VOTED to receive and approve the Human Effectiveness Training agreement with Ulliance.

Discussion: Linda Azar – There is a performance standard requirement in Head Start for health and wellness training. Ulliance performed training regarding team building for Head Start.

**10. Recommendation to receive and approve: Early Head Start Childcare Partnership – Lil Love Bugs Home Daycare**

Upon a motion made by Tanya Blatz and seconded by Matt Micinski, the board unanimously VOTED to receive and approve the Early Head Start Childcare Partnership agreement with Lil Love Bugs Home Daycare.

Discussion: Linda Azar – This is the last of our childcare partnerships. The contract runs from January 2, 2024, through August 31, 2024. They will provide services to 4 families. Enrollment is now full.

**11. Recommendation to receive and approve: TEFAP Reach & Resiliency Grant Stipend – Samaritan House**

Upon a motion made by Matt Wallace and seconded by Carmen Bordea, the board unanimously VOTED to receive and approve the TEFAP Reach & Resiliency Grant Stipend agreement with Samaritan House.

Discussion: Linda Azar – MCA received funding from Reach & Resiliency, which is an extension of TEFAP, to bring food into rural communities or to homes that do not have transportation. This is round 2 of the funding.

**12. Recommendation to receive and approve: MCAAB By-Laws Revisions 12.5.23**

Upon a motion made by Tonya Blatz and seconded by Matt Micinski, the board unanimously **VOTED** to receive and approve the MCAAB By-Laws Revisions.

Discussion: Joe Cooke – An ADHOC committee was created to review an outdated item in the by-laws. Michael Bruci chaired the committee, Tanya Blatz joined the committee and Joe Cooke acted on behalf of the agency. The team reviewed the by-laws and eliminated the portion setting MCAAB board term limits.

**13. Other business**

Discussion: Matt Micinski – MDHHS is rolling out Universal Case Loads in their Sterling Heights MDHHS office. Teams of people will process and work on applications. Individual staff will not have case loads of their own. There will be a tiered roll out for the other two offices in Macomb. Calls on a “844” line will be answered between 9:00 a.m. & 3:00 p.m. Systems will automatically schedule appointments.

**14. Next Meeting: Tuesday, February 13, 2024 – Full Board (Hybrid) – H&CS Cafeteria Conference Room/VerKuilen Building**

**15. Adjournment**

Upon a motion made by Matthew Wallace and seconded by Tanya Blatz, the board unanimously **VOTED** to adjourn the meeting at 12:22 p.m.

Respectfully submitted,

Ann Wagner