

**Michigan Commission on Community Action and Economic  
Opportunity Friday, November 17, 2017  
Saginaw Community Action Agency  
10:00 am – 2:00 pm**

**Commission Meeting Minutes**

Members: Jill Edwards-Sutton (Chair), Fran Amos, James Borchard, Kortni Campbell, Ben Geiger, Jacob Maas, Matthew Purcell, Robert Scolnik, and Jessica Taylor  
Staff: Kris Schoenow, Janice Harvey, Kate White

Guests: Susan Newhof, Lillie Williams (SCCAA), Tracy Thompkins (SCCAA), Yalonda Freeman (SCCAA Board Member), Keshanda Jones (GCCARD), Ron Knox (GCCARD)

- I. Welcome and introductions
  - Chair Edwards-Sutton called the meeting to order at 10:20 am and asked Commissioners to introduce themselves.
  - Absent: Sonjalita Hulbert, LaTarro Traylor, Marcella Wilson
  
- II. Community Forum – Financial Empowerment
  - Presenters: Dreamcatchers for Life – Saginaw County Community Action Agency
  - Clients: Shontia Adams, Sparkle Jackson, Joseph King, Chandra White, Shalisa White
  - Presenters: Family Self Sufficiency (FSS) Program
  - Client: Lynn Smith
  - Presenter: MDHHS
  - Client: Amber
  
- III. Saginaw County Community Action Agency – Lillie Williams
  - Lillie shared information on their agency programs
    - They are taking a closer look at building relationships with the local community. They are taking the lead on the Neighborhood Association and partnering with Saginaw Community Foundation, Faith-Based organizations, and the local police department on working to strengthen the neighborhoods and keep them safe. They have also partnered with the City Parks Department to keep them a safe place for recreation.
    - They applied for a grant through the Saginaw Community Foundation for training opportunities to strengthen grassroots leaders and to create ABCD – asset building community development training.
    - They are creating an assets database within their neighborhoods.
    - They received funding from the City of Saginaw for home repairs. They rehabilitated a home and sold it to a first time low-income home buyer.
    - They are looking at a holistic approach for self-sufficiency and strengthening families

- Tracy Thompkins shared information on their Dream Catchers family self-sufficiency program
  - Dream Catchers is a class that is offered 4 days a week/5 hours a day and has four components: case management, strengthening families, Literacy +1 youth program, and steps to financial fitness/homebuyer education.
    - Case management – plan, goals for families
    - Strengthening Families – relationship counseling, effective communications
    - Literacy +1 Youth Program – free tutoring for elementary students
    - Steps to Financial Fitness – financial planning
    - Homebuyer Education – provide information on the home buying process and steps to homeownership.

IV. Approval of August 17, 2017 Meeting Minutes – Chair Edwards-Sutton requested a motion to approve the minutes from the August 17, 2017 MCCAEO meeting. Jacob Maas made the motion to approve the minutes; Matt Purcell seconded the motion. The motion passed unanimously.

V. Commissioner Report – Jill Edwards-Sutton

- Commissioners had discussion on the community focus group from today and what the next steps should be. Commissioners agreed to move forward with a report on this issue. Susan Newhof will draft a report for review at the next meeting.
- Legislative Update: Payday lending legislation information was shared with Commissioners by Capitol Affairs.
- State ID Update: the Interagency Council on Homelessness (Governor appointed) will be meeting with the Secretary of State’s office to share information on the State ID issue. Michigan Coalition Against Homelessness (MCAH) is circulating a sign-on letter regarding this issue. The letter was shared with Commissioners.

VI. BCAEO Update and Action Items – Kris Schoenow

- Funding Update
  - CSBG FY17 planning allocation is \$25.8 million; 5% for administration (\$1.2 million), 5% for discretionary (\$1.2 million); and 90% for CAAs (\$23 million). Annual dollars can be spend over 2 years.
    - CSBG State Plan was approved
  - The BCAEO is changing to EGrams system for processing payments
  - BCAEO got two month advances for agencies due to the switchover to SIGMA (State of Michigan accounting changeover)
  - Weatherization Assistance Program PY17 funding allocation is \$15.2 million with \$12.8 million for program allocation and \$2.3 million for training/TA
    - DOE State Plan has been approved
  - LIHEAP funding has been delayed so has not been sent out to agencies yet
- BCAEO Update
  - The BCAEO hosted auditors from the U.S. Department of Health & Human Services for CSBG. There was one finding (Tripartite board compliance)

- and one opportunity for improvement (2 misclassification of expenditures)
- Muskegon Oceana Community Action Partners (MOCAP) Update – They have hired a new Executive Director. They have completed 51% of the action steps in their QIP (42 of 81 action steps). Regular partnership calls have been important to keeping them focused on their main priority areas. HDC is a partner and has taken over financial activities for MOCAP. The organization is making positive progress and there has been more board engagement.

VI. Public Comment – None

VII. Adjournment - Meeting was adjourned at 1:48 pm.