

**Michigan Commission on Community Action and  
Economic Opportunity  
Wednesday, May 1, 2019  
Michigan Community Action**

**10:00 am – 12:00 pm**

**Commission Meeting Minutes**

Members: Jill Edwards-Sutton (Chair), Fran Amos (phone), James Borchard, Sonjalita Hulbert, Matthew Purcell, and Robert Scolnik  
Staff: Kris Schoenow, Janice Harvey, Melanie Sanford, Kate White

Guests: Susan Newhof, Jennifer Erb-Downward, Julie Cassidy

- I. Welcome and introductions
  - Chair Edwards-Sutton called the meeting to order at 10:30 am
  - Absent: Ben Geiger, Kortni Campbell, Jacob Maas, Luke Shaefer, Jessica Taylor, LaTarro Traylor
  
- II. Approval of November 9, 2018 Meeting Minutes – Chair Edwards-Sutton requested a motion to approve the minutes from the November 9, 2018 MCCAEO meeting. James Borchard made the motion to approve the minutes; Sonjalita Hulbert seconded the motion. The motion passed unanimously.
  
- III. Bridging the Definitional Divide – Jennifer Erb-Downward, Poverty Solutions at the University of Michigan (see presentation)
  
- IV. Affordable Housing – “A Crack in Michigan’s Foundation” – Julie Cassidy, Michigan League for Public Policy (see presentation)
  - Commission Discussion following the presentation:
    - CAA needs assessment should drive the issue
    - BCAEO Committee is working on needs assessment, live data sets, dashboards
    - BCAEO is working with Poverty Solutions to evaluate statewide community needs assessment
  
- V. Commissioner Report Discussion
  - Commissioners agreed to wait to have a discussion at the next commission meeting so that new members are on board to help identify specific issue area
  
- VI. BCAEO Update and Action Items – Kris Schoenow
  - BCAEO conducted an RFP to select an interim provider for Kalamazoo County (Kalamazoo County CAA returned their designation). Community Action South Central was selected as the interim provider and will expand their service region to include Kalamazoo County. Existing staff will transition to Community Action South Central. A new office space will be available July 2019. A public hearing is scheduled for June 10, 2019 to collect information on the transition progress.

- MOCAP – has had many staff transitions over the past 18 months including the second executive director resigning in February 2019. BCAEO is working with MOCAP on their quality improvement plan. In February, MOCAP had a ransomware attack to their IT infrastructure and is having difficulty in retrieving data.
- GCCARD had a ransomware attack to their county’s systems in April 2019. Their data was restored a few days later.
- Kris Schoenow will present to CAA’s about IT vulnerability, protecting data

VI. Public Comment

- Kris Schoenow was been selected as the 2019 recipient of the James Gardner Weatherization Award given by the National Associations for State Community Services Programs (NASCS)
- Bob Scolnik was recognized for his efforts to secure a vehicle for a local woman in his community.

VII. Adjournment - Meeting was adjourned at 2:20 p.m.