

**Michigan Commission on Community Action and  
Economic Opportunity  
Friday, May 8, 2020  
Michigan Community Action**

**10:00 am – 11:00 am – VIA ZOOM**

**Commission Meeting Minutes**

Members: Jill Edwards-Sutton (Chair), Fran Amos, Joelle-Jude Fontaine, Kelly Garrett, Miguel Rodriguez, Luke Shaefer, Jessica Taylor, and Theresa Thompson  
Staff: Kris Schoenow, Paula Kaiser VanDam, Janice Harvey, Melanie Sanford, Chong-Anna Canfora

Guests: None

I. Welcome and introductions

- Due to COVID-19 all in person meetings were canceled per Governor's order. Chair Edwards-Sutton called the meeting to order via Zoom at 10:05 am
- Absent: James Borchard, Matthew Purcell, Robert Scolnik, and LaTarro Traylor

II. Approval of November 8, 2019 Meeting Minutes – Chair Edwards-Sutton requested a motion to approve the minutes from the November 8, 2019 MCCAEO meeting. Miguel Rodriguez made the motion to approve the minutes; Joelle-Jude Fontaine seconded the motion. The motion passed unanimously.

III. COVID-19 Response/CARES Funding – Paula Kaiser VanDam and Kris Schoenow

- Paula gave an update on MDHHS response to COVID-19 and the additional CSGB/CARES money that Michigan received.
- Kris Schoenow shared Michigan's timeline to COVID-19 response, BCAEO's response, along with information on the CARES funding and implementation of BCAEO's Emergency Communication Plan
- Staff set up communication/weekly meetings with CAAs
- CAAs are responding to Stay Home orders with essential work, food distribution
- Dashboards were created to track COVID-19 needs by CAAs
- Worked with staff to get PPE to agencies, shipments of masks and donation of masks
- Suspending Weatherization work in the field which was extended as Stay Home orders were extended
- Streamlined polices – response to working under new conditions
- Jill and Miguel also shared what their CAAs have been doing during COVID-19
- Michigan/BCAEO received \$36 million in CARES funding

IV. BCAEO Update and Action Items – Kris Schoenow

- Jill Edwards-Sutton abstained from this conversation
- MOCAP – Consultation with Commission: Kris gave an update on MOCAP and shared that through the process to select an intermediate Community Action Agency

for Muskegon and Oceana counties (MOCAP), it is recommended that the Muskegon County and Oceana County service areas be awarded to Mid-Michigan Community Action Agency.

- BCAEO is continuing the process to de-designate the current agency (MOCAP) for cause but will continue to fund them with CSBG funding to allow services while the hearing is delayed (due to COVID-19)
- CARES funding - BCAEO sent a letter to our federal partner to inform them of the interim provider (Mid-Michigan CAA) and that they will be providing services in Muskegon and Oceana Counties
- Fran Amos asked about services in the area due to the bad economy; Kris said moving to a stronger CAA will provided services that they need
- Miguel asked about the transition process; Kris stated that MOCAP received a letter regarding the transition to the interim CAA and that they could continue to use their CSBG funding
- Next steps include the hearing and then will terminate their contract and make interim provider permanent which will stabilize the communities needs and work towards making permanent (ex. Board representation)
- There is not a lot of staff to transition to the new agency
- MDHHS is hosting a virtual meeting on May 12<sup>th</sup> with community partners in Muskegon and Oceana counties to introduce the interim provider, what services they will be providing, coordinating with local agencies, and will be transparent as to why there will be two agencies serving the community
- No other commissioners had concerns

V. Public Comment - None

VI. Adjournment - Meeting was adjourned at 11:17 am