

Washtenaw County Community Action Board

Zoom Meeting

Wednesday, October 27, 2021

5:30 pm to 7:30 pm

General Session/Regular Meeting

Meeting Minutes

Members Present:

1. Comm. Justin Hodge,
2. Cherisa Allen,
3. Danyelle Reynolds,
4. Juanita House,
5. Mark McBride,
6. Mary Phillips-Smith,
7. Rhonda Weathers,
8. Comm. Ricky Jefferson
9. Linda Adams
10. Elizabeth Janovic

Members Absent:

1. Jo Ann McCollum,
2. Shoshana DeMaria,
3. Jimmie Wilson
4. Linh Song
5. Alyshia Dyer

Staff Present: Teresa Gillotti, Morghan Williams Boydston, Caitlin Nagler

Staff Absent:

Guest: Aaron Kraft, OCED Housing Programs Supervisor; and Sandy Bowers, OCED FGP Supervisor

I. Call to Order

- Chair called the meeting to order at 5:40 pm.

II. Welcome and Introductions

- Roll call of CAB board members

III. Public Comments

- No public comments at this time

IV. Approval of Meeting Agenda

- Danyelle moving the presentations up in the agenda, move to right after approval of September meeting minutes; so Aaron and Sandy can do their presentations first.
- A motion was made by Danyelle to approve the Agenda. Motion supported by Elizabeth.
- Roll call vote:
 1. Comm. Justin Hodge, yes
 2. Cherisa Allen, yes
 3. Danyelle Reynolds, yes
 4. Juanita House, yes
 5. Mark McBride, yes

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6. Mary Phillips-Smith, yes
7. Rhonda Weathers, yes
8. Comm. Ricky Jefferson, yes
9. Elizabeth Janovic, yes
10. Linda Adams, yes

- Motion carried.

V. **Approval of September 22, 2021 Meeting Minutes**

- Motion made by Comm. Hodge. supported by Elizabeth.
- Roll Call vote:
 1. Comm. Justin Hodge, yes
 2. Cherisa Allen, yes
 3. Danyelle Reynolds, yes
 4. Juanita House, yes
 5. Mark McBride, yes
 6. Mary Phillips-Smith, yes
 7. Rhonda Weathers, yes
 8. Comm. Ricky Jefferson, yes
 9. Elizabeth Janovic, yes
 10. Linda Adams, yes
- Motion carried to approve meeting minutes.
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VI. **OCED Updates**

- Presentation on Weatherization Program and other OCED housing programs – Aaron Kraft
 - Weatherization assistance program
 - Common improvements: air sealing, insulation, replace old refrigerators, replace old inefficient furnaces with high efficiency furnace; also improve ventilation and indoor air quality problems
 - Eligibility based on income—200% FPL; very low income limit, compared to some other programs we have
 - With new ARPA funding for WAP, able to provide some Weatherization services to households with 60% AMI (slightly higher income level, still below median income)
 - Will start this part of the programming soon
 - Plan to hire a new Weatherization specialist, to help with the additional households we'll be weatherizing
 - Test and tune—rebates for some weatherization measures, to reinvest funds back into programs
 - Housing rehabilitation program
 - Emergency furnace replacements; also water heaters
 - Roof replacements
 - Sewer line repairs/replacements
 - Accessibility ramp program

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- How program works: OCED staff manage the projects, oversee the approved licensed contractors
 - Sometimes a lien is used to help pay for improvements; any program income is invested back into the program, or future community infrastructure projects
- Questions?
- Comm. Hodge asked can we send this presentation out?
 - Yes we can send this
- Comm. Hodge: how do renters apply for Weatherization?
 - Aaron: need landlord approval; most landlords are appreciative of the work done and approve the Weatherization project
- Foster Grandparent Program updates – Sandy Bowers
 - Referred to as Americorps Seniors still basically FGP
 - program benefits: volunteers get an hourly stipend, usually comes to \$240 /month; get transportation assistance; also get a GrandPad Tablet
 - during pandemic: meal delivery for FGP volunteers; weekly check-ins; did a drive-by appreciation/recognition event--gave them food and awards, just from a safe distance due to covid
 - grand pad tablet: worked with vendor on something that works for our needs; volunteers can email with each other and with teachers, students stay connected to staff and to classes, and use the tablets to do trainings also
 - We did program evaluation, asking: how are FGP volunteers managing during the pandemic? social isolation, how have they been doing?
 - 80% of volunteers back to in person; some helping remotely; some taking a medical leave of absence, until they feel more comfortable
 - would like to bring in 10 to 15 more volunteers, numbers are down right now
 - Juanita question: is there a cost of living wage increase for the stipend?
 - Sandy: we don't have any flexibility to change the stipend amount; last year there was an increase, up to \$3
 - Comm. Hodge, thank you for the presentation
 - Danyelle, question: seems like FGP adapted well, are there things you learned during pandemic you'll be incorporating in future of program?
 - Sandy: yes flexible workplans, and using remote meetings to work with students in the evenings, haven't been able to do that before, so that's a positive change
 - also important to be flexible, the grandparents often feel scared, have to be flexible because they are an at-risk population
- Racial equity assessment – Morghan Boydston
 - REO sent out series of surveys, to get baseline of racial equity awareness/knowledge/perception from each department, and from each individual employee at the County

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- Racial equity work is moving along
- Danyelle: can CAB see that data when its ready?
- Morghan/Teresa: not sure....might be made public later, we'll see

VII. **CAB Bylaws Discussion / Approval (ACTION)**

- Danyelle leads discussion on bylaws updates
- We've already approved the 9 meetings a year, and virtual meetings language
- Need to vote on term limits
- Does anyone want to move any of the options forward?
- Rhonda moved Option 2 (3 term limits, with 1 year off); Mark seconded
- Comm. Hodge, thank you to the subcommittee
- Elizabeth asked if other county boards have term limits?
 - Morghan: the Board of Health is discussing term limits right now
 - Teresa: yes and other boards are considering this also
- Elizabeth: can the BOC just decide on term limits for all county boards?
 - Comm. Hodge, he's BOC CAB liaison, he can bring this up to BOC
- Comm. Hodge said there is some interest in looking at County boards and structure, because it varies so much between boards
- Cherisa, wants to make sure we move forward on this issue
- Comm. Jefferson, said it is within purview of CAB to make this decision and update bylaws
- Roll Call vote:
 1. Comm. Justin Hodge, yes
 2. Cherisa Allen, yes
 3. Danyelle Reynolds, yes
 4. Juanita House, no
 5. Mark McBride, yes
 6. Mary Phillips-Smith, no
 7. Rhonda Weathers, yes
 8. Comm. Ricky Jefferson, no
 9. Elizabeth Janovic, yes
 10. Linda Adams, yes
- Motion carried to approve bylaws as amended.
- Will have limit of 3, 3 year terms, with option to reapply after 1 year off

VIII. **LIHWAP Application Discussion**

- Caitlin presents on new program, application, budget for the LIHWAP grant program
 - Program for direct payment assistance with water and wastewater bills, past due balance only (not for future charges)
 - Funding for period November 1, 2021 through September 30, 2023
 - Eligibility based on 150% FPL, or one of the categorical eligibility documents (TANF, SSI, SER, SNAP)
 - Total allocation for Washtenaw County OCED: \$867,938, with 15% for admin
 - OCED plans to implement with Barrier Busters network and partners; we hope to hire for a new position at OCED to help manage this additional funding and program needs

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- Linda: can this presentation be sent out?
 - Caitlin, yes I can send out either this PPT, or a more condensed flyer with info to share with community
- Morghan noted a correction: this is not an action item for CAB, the BOC will be voting to approve this grant
- Rhonda suggested, make sure internal accounting department able to handle this program also
- Danyelle: maybe send out a mailer with all the new programs listed on it
- Teresa: is BOC planning any mailer on new funds and new programs?
- Comm. Hodge: there was some talk about it, so maybe
- Linda, maybe send flyer with water utility bills?
 - Teresa, yes that's a great idea, we will probably do that
- Linda, also advertise to senior centers
- Rhonda, make sure to communicate with CERA partner agencies, since CERA doesn't cover water bills, clients often need assistance with that

IX. **Board: New Business**

- No new business at this time.

X. **CAB Member Discussion**

- Cherisa—there is a Parkridge event, Trunk or Treat, at Parkridge Community Center on Saturday, October 30 in the afternoon

XI. **BOC Representative Report**

- Comm. Hodge, working on Economic Opportunity State Commission
 - Will keep CAB posted on future work
 - Also CAB members should let him know of any ideas they have for the Commission
- Comm. Hodge—its budget season for BOC, for the county
- Danyelle: do residents know what funding they have access to? How do we make the information out there? Mass mailers?
 - Comm. Hodge, maybe targeted social media posts/ads; also cheaper than doing a lot of print materials
- Comm. Jefferson: see if the state can offer something, if they plan to do some communication on these new grants and programs that they are administering
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XII. **Public Comment**

- No public comment at this time

XIII. **Adjourn**

- Meeting adjourned at 7:10 pm.