

**OTTAWA COUNTY COMMUNITY
ACTION AGENCY ADVISORY BOARD**

Mission Statement: Ottawa County Community Action Agency exists to reduce the effects of poverty in Ottawa County by promoting self-sufficiency and economic independence.

MEETING MINUTES

DATE: February 22, 2021

TIME: 1:30 p.m.

LOCATION: Zoom Meeting

PRESENT: Stefanie Machiela, Barbara Hooper, Rosa Hernandez, Tabitha Wolters, Alison El-Cassabgui, Danielle Weeks, Deb Rayla, Carol Charron

STAFF: Olga Frederick, Jennifer Brozowski, Kerri Mammoser

VISITOR: Angie Eliopolus

QUORUM: Yes

Call to Order

The meeting was called to order by Barbara Hooper.

Consent Items

- A. The Agenda for today's meeting was approved.
- B. Minutes from the January 18, 2021, meeting was approved.

Announcements

- A. Angie Eliopolus joined the meeting to observe as a potential Board member. Angie is a volunteer for the CSFP and TEFAP programs and would fill the Consumer Sector position that is vacant.

Action Items - None

Committee Reports

- A. Finance
 - 1. Olga Fredrick provided a financial overview for the board. The report covers the numbers through January.

2. Service contracts – this category is mainly the Good Samaritan Eviction Diversion Program. The program ended February 15 and was fully expended. The total was \$1.6 million and over 400 families were served.
3. Weatherization is operating under budget thus far. Some clients are still apprehensive about having an inspector and contractors in their home due to COVID. DOE funds expire June 30 and LIHEAP funds expire September 30.

B. Board Development

1. There is one Board position open in the Consumer Sector. Jennifer Brozowski will keep the Board updated on whether Angie decides to join.

C. Program Oversight

1. Jennifer Brozowski reviewed the reports provided to the board ahead of the meeting. No questions were raised.

New Business

- A. There is a grant coming from MSHDA. It is called CERA – COVID Emergency Rental Assistance. It is like the Eviction Diversion Program, but OCCAA will not be the fiduciary for the CERA grant. The grant is \$9.8 million in total. The bulk of the funding will go to Good Samaritan to provide rental assistance. OCCAA will be receiving utility funding totaling around \$100,000. The final figure has not been decided. Applicants will not be required to apply for SER funds through DHHS first to access these funds. Start up is expected in the next couple of weeks.
- B. Client success stories were provided in the packet. Jen reviewed the stories and noted that CRF WA (water assistance) and CRF ES (emergency services) funds were used to help these clients.
- C. The CSBG annual report was provided in the packet. Some FY20 differences were noted. Under the housing category, funding increased from \$182,000 to \$264,895. The housing category includes utility assistance and home rehabilitation programs. Total CSBG funding was up to \$857,000 this compared to \$352,000 in FY19. This is mainly due to the additional funding received through CARES. Homelessness prevention programs increased by \$1.6 million in funding. Total non-CSBG funding increased from \$650,000 to \$3.4 million in FY20. The total includes the additional CRF funds received, weatherization and MEAP. The donations category includes funds received for utility assistance programs through Holland BPW and Zeeland BPW. The other donated funds include money raised through Walk for Warmth and the Consumers matching funds. Jen showed the demographic charts and reviewed categories shown. She will email those to the Board.

Old Business

- A. The Web Walk for Warmth was held February 6 – 12. Various events were held to raise funds. Jeans week at the James Street campus raised \$350 and the Fillmore complex raised \$305. The annual Walk for Warmth breakfast raised \$250. The total raised to date is \$5,300. More donations are expected from Good Shepherd Church, the local Consumers Energy group and Freedom Village.
- B. The VITA tax program is not being held this year. Notifications were put out on the CAA Facebook page and our main website. Callers have been directed to call 2-1-1 for

assistance in finding a VITA site in their area. OCCAA is hoping to resume this program in 2022.

- C. The CRF grants for migrant workers, water repair and transportation got extended to February 15, 2021.

Public Comment – None

Adjourn @ 2:18 pm

Next meeting is scheduled on April 26, 2021 at 1:30 pm via Zoom. Information will be sent out ahead of time on how to join the meeting.