

Oscoda County CHOICES Minutes

Meeting: CHOICES Date: October 8 , 2018 Time: 4:00 PM Location: Mio DHHS Building

Leaders: Deb Nurse and Jan Schleicher

Present: Jan Schleicher, Devin Spivey, Cheryl Melroy, Deb Nurse, Larry Wilson, Holly Campbell, Loretta Rice, Melissa Burns, Mischelle Warner, Katie Jacobs, Alice Stone,

Absent: Trish Otreмба, Jim Mangutz, Michelle Barber

Guests: Anita Troyer, Joann Bolda, Norma Lyden, Rachel Keylor, Janeen Troyer, Ken Troyer, Carole Berry, Sharron Davis, Norma Duprey, Linda Mullenux, Julie Schultz, Lee Schultz, Paul Lyden, Melissa Barve, Terri Shattuck, Nell Dawson

Topic	Leader	Discussion	Action/Follow-up
Call to order/Introductions	J. Schleicher	All in attendance introduced themselves. Guests: Deacon Glenn Bromm, Anita Troyer, Sharron Davis, Rachel Keylor, Norma Duprey, Linda Mullenux, Julie Schultz, Lee Schultz, Norma Lyden, Paul Lyden, Ken Troyer, Carole Berry, Joann Bolda, Melissa Barve, Terri Shattuck, Nell Dawson. See attached Guest sign in sheet.	
Brief History of CHOICES for guests in attendance	J. Schleicher	<p>CHOICES as a group are considered connectors. Connecting people in Oscoda County to available resources, connecting organizations in Oscoda County to each other for collective impact, breaking down barriers. Summarized some of the projects that CHOIC</p> <p>Jan shared with group that CHOICES found out Together We Can (TWC) was planning to close, and we knew that it is a huge resource for food for may Oscoda County residents, and wanted to see what support if any the community could give to keep the mobile food pantry open. CHOICES advocates for access to healthy affordable food, realizing that at times what is on truck is not the healthiest but does fill nutrient needs. Jan thanked all of the TWC Volunteers for the amazing job they did with the limited resources. Stepped up when the last group was leaving, similar to what we are trying to accomplish now, so that food would be available to the residents of Oscoda County.</p> <p>Sharron shared history of when they took over. Took over January 2017. This is not about CHOICES coming in and taking things over, but continuing to make sure that food is available to those in need in Oscoda County. Even though there is St. Barts they cannot meet the needs of all of the families that are in need in Oscoda County. St. Barts is another Safety Net.</p>	Send out CHOICES Mission with the minutes to in attendance.

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		<p>CHOICES is going to help the next group step up. Sharron talked about their local fund raising efforts and how it wasn't enough, bagging groceries making 5-800 dollars a month. Local residents and churches donated money, but never knew if they would have enough money. Got extra 10% for \$6,000 they sent down to FBEM. Jan spoke to Rachel and said that a Board was necessary for the organization to move forward. On September 27, a board was formed, with 5 officers and 4 additional board members. (See minutes from the September 27 meeting). There now is a bank account and PO Box for correspondence also. Jan said that the organization needs by-laws and Sharron said that they had by-laws that were pushed on to them that were created 17 years ago, they weren't aware that the by-laws were out there and they had never seen them before. The new board has agreed that they will take time to review and amend the by-laws to reflect current rules and operating procedures. The plan was to take a look at the by-laws today. But before we do that we will move the review of the by-laws down to the bottom of the agenda and take time to talk about the food drops and how they will be handled in the transition as well as equipment that was at the pole barn, dumpster, porta potty, equipment and update on the newspaper article, is that CHOICES is not taking the food drops over.</p> <p>Food drops: October 20 is a vegetable drop. Old group does not have access to building locks have been changed. Per Rachel the transition was supposed to have been October 21. Melissa had food drop as October 19. Sharron did confirm that the delivery would be on October 19 and the distribution would be on October 20. FBEM does not do drops on Saturday. Per Sharron truck usually comes between 6:30 and 7 in the morning.</p> <p>For October new board will take over food drops scheduled for. Per Rachel and Sharron old volunteers wont work for new board because of the way things were handled, didn't think it was fair. Said that bills weren't paid, but Sharron had cancelled</p>	<p>CHOICES thought that transition point would be September 30 and new group would be able to take the food drops over. Sharron said they were looking forward to the last drop. Jan encouraged them to help the new board as volunteers.</p> <p>The paper jumped the gun with the article.</p> <p>Bill was paid, there is a balance of zero. Sharron paid bill on</p>

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		<p>checks. Apologies were given, information at the time was that TWC had a balance of almost \$600 with FBEM that had to be paid off or Vegetable drop was in jeopardy.</p> <p>Old board told participants at last month's food drop that it would be the last. They weren't aware of plans to continue work</p>	<p>September 27, check cleared October 1.</p> <p>Shawn is only volunteer that will be available from past volunteers in addition to the new board.</p> <p>Deacon Bromm will share with participants at his event that the food drop is the same day.</p> <p>Need to get word out about October food drops, so that we can continue and not have a break. So</p>
<p>Together We Can Food Pantry</p> <ul style="list-style-type: none"> • Equipment - • 	<p>J. Schleicher/ all</p>	<p>Terri Shattuck spoke with Whitehouse, they will leave dumpster at TWC pole barn. When its full call needs to be made on a Tuesday and they will empty it up on a Wednesday contact Louann. May get a bill dumpster is full, only thing that is supposed to go in there is cardboard that is broken down.</p> <p>Porta potty – through end of October restrooms at Fairgrounds will be open. Come November Deb made a call to Jason and he will drop porta potty out the day of the food drop and pick it up after. We are set.</p> <p>Hi-low did not work, malfunctioning at last food drop, Blair's came and picked it up per Sharron. Man who owned it said he wanted it back so that he could take it to recycler and get what he could for it. Deb interjected that Shawn said he purchased the hi-low at the last meeting. Gave \$250.00. Shawn said he had a receipt.</p> <p>Hand pallet jack is still in working order. Can Per Melissa FBEM can unstack pallets.</p>	<p>Find out about what type of receipt Shawn had for hi-low and from who.</p>

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		<p>Per Deb Nurse concern is that new board can start fresh and account for money. Dan Blamer will be doing an audit on books, if money was received for hi-low where did it go to?</p> <p>Deb Nurse also brought up the heater, understanding that it did not heat very well, but heated enough to keep some hands warm. Sharron shared story about how workers became sick r/t carbon monoxide poisoning related to the wall furnace. Blue flame provided heater. Deb reminded group that contents of building should have been left, as well as cooper tubing.</p> <p>Per Sharron, someone had to sign for heater and she did not want to leave something there that was defective and in her name.</p> <p>Jan review 501c3/IRS guidelines/ laws and shared that if a 501c3 dissolves that the assets have to be donated to another non-profit (501c3) organization. That is why the new board needs an accounting for what was there and where that is no longer there. Mr. Schultz said that the furnace was picked up prior to TWC closing. What usually happens is those leaving and those picking up the pieces would go though the equipment. Jan reminded the group that the equipment should have stayed. Sharron said we could ask and they would probably bring it back. Jan reiterated that there has to be an accounting of what happened to the equipment that was in the building. This is the step that we are at: what is in the building, what is missing and where did it go?</p> <p>Rachel gave the documents that listed the equipment that was loaned to TWC and was taken back by the owners, as well as bank statements for a year and a half (given to Melissa Barve) until they closed the bank account on September 30. What is needed by new board to give to the account for the audit is documentation from June 2017 and forward.</p>	

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		<p>Ken Troyer said he donated 2 freezers and the 2 that are left in the building, only 1 is his, wondering where the other went. Rachel said that 2 of the freezers that went bad. Freezers didn't work. Terri said it that 2 freezers were just taken out. Rachel said they have paperwork for those. Ken said one of his is missing, it was one of those taken out.</p> <p>Mr. Schultz asked how long CHOICES has been in existence- Jan answered that we have existed since June 2015, but that we are not a 501c3, we are group of people representing a diverse of community organizations. He also asked if we helped Groups like TWC – shared help that CHOICES actually gave TWC in the past. Helped at a vegetable give away. Helped to distribute leftover food, and that other help was offered. Assisted with publishing flyer and distributing flyers throughout Oscoda County.</p> <p>Back to equipment open item that Ken donated. Terri Shattuck asked questions about tables and commercial fans. Sharron listed some items she thought was missing. Jumper cables and paper products are still there. Joe Breaugh let Deb, Ken and</p> <p>Scheduled to do clean-up on the 30th. Still question about where the freezer went. Rachel has receipts. Rachel says that there was a box of paperwork in back room. Current group did taxes for last 2 years.</p> <p>Melissa Barve asked about bank receipts. Sharron said they used bill of lading as receipt. Jan asked about receipt for donations, there were some available.</p> <p>Jan stated that the fiscal year for TWC is June to May. Rachel said she thought that was changed when they took over, but IRS has June-May 2015, 2016 and 2017 hasn't been filed yet. Jan stated we need information for June of 2017 through May of 2018, number of donations. Taxes are being filed now per Rachel. Rachel stated there were no other expenses for TWC, except the Truck. People donated money for fuel.</p>	

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		<p>Key to pad locks. Rachel states they are hers. Ken stated he bought some padlocks.</p> <p>Heater, freezer and propane tank (Blue Flame). Road commission put fuel in propane tank. Deb asked then shouldn't it still be out there? Tank in front should be almost full.</p> <p>Jan shared with group that bottom line is accounting for all of the equipment that was in the building. Once accounted for it can be checked to see if repairs or replacement is necessary.</p> <p>When new board is taking over, there has to be an audit of the previous board's books, to establish where we are starting from.</p> <p>Food bank of Eastern MI account is still open. But new Board, will have to get a new bank account.</p> <p>Is there anything else that needs to be discussed. Rachel talked about Senior boxes and \$200 went from one account to another account.</p> <p>Melissa still had questions about invoices and receipts that go along with bank statements.</p> <p>Conveyor systems is all there. Came from Omni Metal systems.</p> <p>Commercial fan and table to check people in are missing. Some discussion. Ken questioned if someone else has keys besides Rachel and Sharron.</p> <p>Ken and Deb made list of things that may be missing on September 27th. Ken asked that the locked be changed because things are missing. Mr. Schultz said that everything was there on September 20.</p>	<p>New board established a new bank account and new mailing address and audit will be completed by Dan Blamer, so they have a fresh starting point.</p> <p>Rachel and Sharron shared contact information for further</p> <p>If there are any question the new board will reach out to Rachel and Sharron.</p>

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		<p>Sharron that Terri from the food pantry told them they could not keep food from one month to the next. Rachel shared that leftover food was taken to St. Barts and canned goods were purchased with \$66.00 bought 19 cases of vegetables 76 cans of corn, green beans and peas. Per Loretta, up to new board of TWC whether or not St. Barts can keep them, because they don't want anything that is not supposed to come to them.</p> <p>Rachel stated there are sheets for current participants and end of the month statements in the blue folder. Do have to fill out both sheets and have someone get number of people and demographics of family. Discussed reports necessary at the end of the month, and went through contents of all folders related to the transition of the TWC food pantry.</p> <p>Question about how food will be ordered.</p> <p>Rumors were dispelled that were brought to the table by Sharron that current volunteers would not be able to get boxes of food once the new board took over.</p> <p>Question asked about volunteer sign in sheet with phone numbers. That is confidential information. Deb asked Rachel if she would be willing to look for the book and she said she would. Rachel said that she put the book in Sharron's box.</p> <p>Jan brought the discussion to a close and thanked everyone. Linda asked that we ask the paper to make a correction, she didn't know there was a CHOICES, after hearing the dialog</p>	<p>TWC new board will decide what to do with canned goods that were taken to St. Barts</p> <p>Melissa Burns can help to train incoming board.</p> <p>Again Melissa said that she will assist will training on monthly food orders.</p> <p>All volunteers were assured that they would be able to get boxes of food. Food will be available to anyone in Oscoda County who is in need.</p> <p>Melissa Barnes said that volunteers can get a box. They have to get in line just like everyone else. No qualifications.</p> <p>They will look for notebook with volunteer names and phone numbers in it.</p>

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		<p>today she realizes that CHIOICES did just not come in and take over the TWC Mobile Food Pantry. There are a lot of people worried that they will not be able to pick up food. Some seniors are especially worried.</p> <p>Loretta also reminded her that she can also register with LOVE INC and that they do weekly distributions on Friday, by appointment only.</p> <p>Sharron asked question asked about picking up boxes for homebound people. Jan said that this question would be captured and brought to the new board of TWC for discussion.</p> <p>Shawn also took boxes for those not able to come to get their own boxes.</p> <p>The article in the paper helped to stir up some excitement and bring the people we needed to be at the table, to the table!</p>	<p>Deb will talk to Dominic at the paper. She asked him to talk to the new board, but the article went out before he did.</p> <p>The group was asked to be ambassadors. To help dispel rumors and spread the word that TWC will continue to work to have food available to those in needs. Do away with negativity and non-truths.</p> <p>It was determined the CHOICES meeting was not the best placed to review the By-Laws for the TWC Food pantry. It was suggested that the TWC Board set a meeting date and members of CHOICES could help facilitate the review and amending of the by-laws.</p> <p>Deb will make calls to secure volunteers.</p> <p>Deb will follow-up with Dominic at the paper to clarify the transition of the Together We Can Food Pantry for the community.</p>
Minutes – September 11, 2018*	J. Schleicher/D. Nurse	Loretta Rice motioned, 2 nd by Mischelle Warner, approved by the group.	
MSU Extension – Follow up on Next Steps:	M. Warner /L. Wilson	Search committee interviewed candidates. Jan sat on search committee. Had 5 qualified candidates and interviewed 4. Had	

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		<p>2 really good candidates and one that cancelled was rescheduled and ultimately was top choice. References are now being checked on top 2 candidates. Once done, draft written offer and Mischelle is person who calls and makes offer. Can ask qualifiers at that time, like where are you going to live, etc.? Candidate has lots of experience recruiting volunteers. Passion for working with youth. Works at child advocacy center now. Timeframe 3 weeks.</p> <p>STEAM position - if we don't have a person onboard in STEAM position we are ineligible for the program. The supervisor of the STEAM Corp Person would be the new person we are hiring. If that person isn't on board can't proceed with STEAM position.</p> <p>One she starts would be at both schools. Currently lives in Flint area. 4 days a week 5 hours per day.</p> <p>Deb asks Larry if we should be going back to the county. Mischelle had planned to go back. Larry said they are starting the budget process for next year. Larry Suggested Mischelle waits to the next meeting as the agenda is quite full for tomorrow's meeting.</p> <p>Mischelle asked for assistance reaching out to John Sattler at Fairview. She has surveys back from Mio that went out, but has nothing back from Fairview. Dedicated space in Fairview now used for in school suspension. Deb will help.</p>	<p>Really unlikely for this year, but next year is certainly a possibility.</p> <p>On the 4th Tuesday Mischelle may be able to introduce the new MSU-E person for Oscoda County.</p>
Project Connect –ongoing Update on participation and wrap-up	A. Stone	Just starting to roll. Got cut short due to response of past volunteers from Together We Can. Date chosen June 19, 2019 from 3-6 pm.	
Grant Update: <ul style="list-style-type: none"> • DHD #2 Grant Update MSU Food Access Survey Mini-Grant Update • McLaren Grant - PhotoVoice Project • PhotoVoice Update 	D. Spivey	Devin has not received any feedback from MSU. Grant needs to be completed by the end of October. Pastor from St. Barts is anxious to get the results.	Holli will call Katharine at MSU to see where the results are..

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<ul style="list-style-type: none"> ○ Question: What makes it easy/difficult to be health in Oscoda County? 			
MiTHRIVE Regional Community Health Needs Assessment	C. Melroy/H. Campbell	<p>Holli said that we are continuing to do the Community input boards.</p> <p>Also doing mini clinic surveys – difficulty getting responses. Really anyway they can get responses. Deb will help to do the mini client surveys.</p> <p>Steering Cmttee. Meeting next week on the 17th.</p>	<p>Cheryl will bring board to Pink out in Fairview. Cheryl just needs the post-its. May just need regular post-its.</p> <p>? distribute info about St. Bart’s ? info about together we can food drop</p>
Trauma Informed Community – make standing agenda topic	D. Nurse	No dates. More to come next month.	
<p>Take Action Cycle – Focus on What’s Important*</p> <p>Theme: Obesity</p> <p>Goal: Most efficient use of resources</p> <p>Guiding question: How can we create a more aligned, coordinated, and coherent approach to improving health?</p> <p>Next steps:</p> <ul style="list-style-type: none"> • Understand what is available in community <ul style="list-style-type: none"> • List of food assistance in Oscoda County – share final • Actions of Local Food Coalition • What is state doing-DHD#2? Any update on CHIR (standing item) • Munson Healthcare Regional Obesity Initiative (standing item) • Identify gaps and barriers/Analyze root causes (standing item) 	<p>Cheryl Melroy</p> <p>H. Campbell/D. Spivey</p> <p>Cheryl Melroy</p>	No Report	
Commissioner Update	L. Davis	No Report	
Announcements		Loretta is doing Flu shots at the Living Waters Lutheran Church on Saturday October 20. Health Dept was also planning to go.	
Follow-up items and NEXT MEETING/NEXT MEETING AGENDA – Monday December 10, 2018	J. Schleicher	No November Meeting as second Monday is Veterans day. Next Project Connect Committee will meet at 3 pm on November 5. Next CHOICES meeting is scheduled for December 10, 2018 at 4 pm at the Mio DHHS office.	Send e-mail update. Cheryl will ask for update by November 7 th and I will send out update by November 9

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Adjournment		At 5:40 pm	

Minutes submitted by Cheryl Melroy