May 28, 2020
2:00 p.m. EDT

Conference call due to Coronavirus pandemic

PRESENT
J. Doucette, Alger County
R. Desjardins, Alger County
D. Rivard, Delta County
T. Edlebeck, Dickinson County
G. Corkin, Marquette County
P. Kleiman, Menominee County
J. Beaudo, Hannahville Indian Community

ABSENT
C. Reiter, Schoolcraft County

OTHERS PRESENT
Dotty LaJoye, Executive Director, CUPPAD
Peter Van Steen, Transportation Planner

CALL TO ORDER
The meeting was called to order at 2:00 p.m. by Chairperson G. Corkin. Roll call as taken; Craig Reiter and Dave Rivard were not on the conference call, but a quorum was present.

APPROVAL OF AGENDA
MOTION TO APPROVE THE AGENDA WAS MADE BY P. KLEIMAN, SUPPORTED BY T. EDLEBECK; ROLL CALL VOTE: CORKIN-YES, DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-ABSENT, KLEIMAN-YES, BEAUDO-YES, REITER-ABSENT; MOTION CARRIED.

ACCEPTANCE OF THE MINUTES
MOTION TO APPROVE THE MINUTES FROM THE APRIL 24, 2020 EXECUTIVE COMMITTEE MEETING WAS MADE BY R. DESJARDINS, SUPPORTED BY P. KLEIMAN; ROLL CALL VOTE: CORKIN-YES, DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-ABSENT, KLEIMAN-YES, BEAUDO-YES, REITER-ABSENT; MOTION CARRIED.

Treasurer’s Report
Jill Beaudo mentioned that Dotty and Michelle have been reviewing the numbers in the budget. The worst-case scenario is the Commission will use $30,000 of fund balance if no payment is received from current contracts or nothing new is added to the revenue. Overall the Commission is in decent shape considering changes to the budget as a result of the pandemic. MOTION TO ACCEPT THE TREASURER’S REPORT WAS MADE BY J. BEAUDO, SUPPORTED BY G. CORKIN; ROLL CALL VOTE: CORKIN-YES,
DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-ABSENT, KLEIMAN-YES, BEAUDO-YES, REITER-ABSENT; MOTION CARRIED.

UNFINISHED BUSINESS
Audit Review with Gabridge and Co: The audit of the Commission’s annual financial report for the year ending September 30, 2019 was reviewed by the auditor, Gabridge & Company. It was noted the opinion rendered was a “clean opinion” with the Commission having suitable financial controls. The various sections of the audit were reviewed noting cash down and unearned revenue; general funds decreased by $35,746 with expenditures at or below budget. Gerry Corkin was happy to see no problem with internal controls and is thankful for the staff’s work. Jill Beaudo did communicate earlier with Michelle on questions she had with revenue which were answered. Gerry Corkin thanked the auditor. (Dave Rivard joined the meeting during the audit discussion.) MOTION TO ACCEPT THE AUDIT REPORT WAS MADE BY J. DOUCETTE, SUPPORTED BY J. BEAUDO; ROLL CALL VOTE: CORKIN-YES, DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-YES, KLEIMAN-YES, BEAUDO-YES, REITER-ABSENT; MOTION CARRIED.

NEW BUSINESS
EDA CARES Act Funding: Dotty reviewed/discussed EDA funding through the CARES Act; there is 1.5 billion dollars provided to EDA for a wide range of financial assistance to communities and regions as they respond to recover from the impacts of the coronavirus pandemic. Two funding opportunities have been created; the first is a non-competitive grant to economic development districts, federally recognized Indian tribes, and economic development university centers. Eligible uses include the development of an economic development recovery and resilience plan tied the CEDS. Up to $400,000 in non-competitive grant awards are being awarded to economic development districts for a two-year program. The other is a competitive Economic Adjustment Assistance grant with projects that must align with EDA’s investment priorities including prevent, prepare for and respond to coronavirus or respond to economic injury because of the coronavirus. In response to question from Gerry Corkin about criteria for grants, Dotty indicated we will be sending our information on the criteria to local governments and soliciting projects worthy of funding. The Commission will apply for the non-competitive grant with impacts associated with economic injury as a result of the coronavirus. In response to question from Tony Edlebeck if we are working with the economic development organizations, Dotty responded we are working the EDO’s. Dotty mentioned we need to spend the funds within 2 years on staff and contract work. Gerry Corkin mentioned the vertical launch project needs to be included in the CEDS. MOTION TO INCLUDE THE MARQUETTE COUNTY VERTICAL LAUNCH PROJECT IN THE CEDS WAS MADE BY D. RIVARD, SUPPORTED BY G. CORKIN; ROLL CALL VOTE: CORKIN-YES, DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-YES, KLEIMAN-YES, BEAUDO-YES, REITER-ABSENT; MOTION CARRIED. Dotty mentioned that Ryan Soucy will be working 100% on this EDA project but in the meantime local units are asking for local contracts such as recreation plans, master plans, and other. She is asking the Executive Committee to consider hiring Callie New for a two-year position unless further funding is secured. Ryan would be paid through the $400,000 EDA competitive grant; Callie’s wages would come out of the current budget. Gerry Corkin asked if there would be no budget impact; Dotty replied yes but would need to check with Michelle. Dotty mentioned the FEMA hazard mitigation grant was approved May 12, something we did not think would happen at this time. Gerry Corkin mentioned the need to bring budget adjustments to the board as the board needs to see in black and white what the numbers are. Dotty will get with Michelle Viau to give us a projection of the impact of Callie being hired as staff. The non-competitive grant is due June 7 with a release of funds in early to mid-July. Tony Edlebeck mentioned we need something more
definitive but planning ahead is good thing. **MOTION TO SEE A REVISED BUDGET WITH THE RECOMMENDED POSITION ADDED WITH THE GRANT FUNDING AND IMPACTS OF THE NEW POSITION WAS MADE BY J. BEAUDE, SUPPORTED BY G. CORKIN; ROLL CALL VOTE: CORKIN-YES, DOUCETTE-YES, DESJARDINS-YES, EDLEBECK-YES, RIVARD-YES, KLEIMAN-YES, BEAUDE-YES, REITER-ABSENT; MOTION CARRIED.**

**EXECUTIVE DIRECTOR’S REPORT**

Dotty mentioned we received the Hazard Mitigation grant award and contract with Schoolcraft County GIS and 911 for $30,000.

**FEDERAL REVIEWS**

There were no Federal Reviews.

**NEXT MEETING AND PLACE**

The next Executive Committee meeting will be June 25, 2020 in Escanaba at 2:00 PM.

**ITEMS FROM EXECUTIVE COMMITTEE**

There were no items from the Executive Committee.

**ADJOURNMENT**

The meeting was adjourned by the Chair at 2:43 P.M.

Minutes prepared by P. Van Steen