

**HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.**  
**BOARD OF DIRECTORS MEETING**  
**MONDAY, September 22<sup>nd</sup>, 2025**

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held September 22<sup>nd</sup>, 2025 at 903 E. Chestnut, Desloge, Missouri and via zoom.

The dinner began at approximately 6:25 p.m. and the Board was called to order at approximately 6:50 p.m. A quorum was present at the Board meeting. The following highlights of actions taken by the EMAA Board of Directors during this meeting.

1. **Review of Agenda:** Approved as presented.
2. **Review and Approval of Minutes:** The Board reviewed and approved the August 25<sup>th</sup>, 2025 Regular Meeting Minutes. A motion and a second was heard to approve. The motion carried.
3. **Executive Director Report:** A verbal overview of the written report was provided from the Board briefing book.
4. **Information Items:** Members reviewed the following:
  - A. Summer Food Service Program review, Corrective Action Plan and Response
5. **Consent Calendar Items:**
  - A. **Proposed acceptance of Dollar Help Funds:** Missouri Energy Care will be offering funding for participation in the Dollar Help program. This program is funded through donations made by customers of Spire Gas Co., and its subsidiaries. Dollar Help funds are used to assist families with winter home heating crises. Families receiving Dollar Help must have applied for Energy Assistance and ECIP, if funds are available, in order to receive assistance through Dollar Help. This program services Spire customers only in the counties of Iron, Madison, St. Francois and Ste. Genevieve.
  - B. **Proposed Acceptance of Dollar More Funds:** Ameren UE provides funding for emergency energy assistance through the Dollar More program. This program is funded through donations made by customers of Ameren UE. Dollar More funds are used to assist families with home heating/cooling crises. In the past we have received approximately \$30,000. This program services the counties of Bollinger, Cape, Iron, St. Francois and Washington.
  - C. **Proposal to Accept Round-Up Funding:** Citizen's Electric provides funding for emergency energy assistance each year. This program helps Citizens customers with \$200 in the winter and the summer. The funding provided through Citizen's comes from customers who contribute, as well as, company funding. EMAA has operated this program for several years. The program services customers in Cape, Perry, and Ste. Genevieve.
  - D. **Proposal to Accept Liberty Utilities Funding:** Liberty Utilities provides funding for emergency assistance each year. This program helps Liberty customers with up to \$300. The funding is provided through Liberty customers' contributions to their community energy assistance program. The program services a small part of Cape and Iron Counties

- E. Proposed Application for Renewal of Missouri Housing Innovation Program (MoHIP): For the last several years, EMAA has been awarded funds through the Missouri Housing Development Commission-Missouri Housing Innovation Program for staff who work in the Housing Management Information System and putting clients on the Coordinated Entry list. In 2025 we received \$17,000 and will be requesting the full amount allowed of \$75,000 for 2026.

A motion to accept Consent Calendar items A,B,C,D and E was made and a second was heard. The motion carried.

**6. Action on Committee Reports:** as follows

**A. Personnel / Equal Opportunity Committee:**

1. Personnel Action Reports - August 2025. Informational purposes only.
2. Proposed Seating of the Low-Income Representatives from Bollinger, Iron and Perry Counties: Manager - The Executive Director recommends the Board of Directors seat the following Low-Income Sector Representatives to the Board of Directors.
  - Miranda Schrader – Bollinger County
  - Loretta Graham – Iron County
  - Denise McClain – Perry County

A motion to approve the Low-Income Sector Representatives was made and a second was heard. The motion carried.

3. Proposed Seating of the Private Sector Representatives from Madison, Cape, St Francois and Washington Counties: The Executive Director recommends the Board of Directors seat the following Private Sector Representatives to the Board of Directors.
  - Denis Moore – Madison County, Fredericktown R-1 School District
  - Elzena Simmons – Cape County, IBEW Local 1
  - T R Dudley – St. Francois County, St Francois County Community Partnership
  - Trisha Hoover – Washington County, EMAA Head Start Policy Council Liaison

A motion to approve the Private Sector Representatives was made and a second was heard. The motion carried.

4. The Proposed Approval of EMAA Board of Directors Officers, Election of Executive Committee and Committee Assignments for Program Year 2025-2026: The Executive Director and Board Chairperson recommends the approval of the Officers, Executive Committee and Committee Assignments for the new program year effective October 1, 2025. A motion to approve the recommended assignments was made and a second was heard. The motion carried.
5. Proposed Approval of Changes to the EMAA Personnel Policy Manual – The Executive Director and the HR Coordinator recommends the board approve the changes to Section IV in the personnel policy manual. A motion to approve the changes to Section IV in the personnel policy manual was made and a second was heard. The motion carried.
6. Proposed Approval for a New Position Description and Rating for Supportive Housing Program Manager: A motion to approve the new position description and rating for Supportive Housing Program Manager was made and a second was heard. The motion carried.

**B. Finance Committee:**

1. Travel Report – July 2025. This was for informational purposes only.
2. Agency Credit Card Statements – July 2025. Informational purposes only
3. Financial Reports – The June 30<sup>th</sup>, 2025 Financial Reports were reviewed. A motion to approve the Financial Statements was made and a second was heard. The motion carried.

**C. Program Committee:**

There were no program items. See Consent Calendar Items.

**7. Report by Sarah Thurman, Board Liaison to Head Start/Early Head Start Policy Council:**

There was no policy council meeting held in September.

**8. Old Business:**

- A. Calendar of Future Board of Directors Decisions for 2025
- B. Schedule of Future Board Meetings for 2025

**9. New Business:**

**10. Open Meeting – Comments:** The board was informed that consultants from National Community Action Partnership will be visiting the agency to help navigate towards the Whole Family Approach. Members were asked to reach out to legislatures to help with the funding crises in the National Association of Workforce. It was reported that there are ongoing issue with the Weatherization funding.

**11. Notice of Closed Session:**

The agenda of this meeting includes a possible vote to close part of this meeting pursuant to RSMo. 610.021. (3) provides that Boards may deal in closed meetings with matters that involve "legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys..." or "leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore..." or "firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded..." A motion is needed to go into closed session. The purpose of the closed meeting is to be stated in the motion and recorded in the minutes.

**a. Approve Closed Session Meeting Minutes August 25<sup>th</sup>, 2025**

**12. Report from closed meeting:**

At 8:05 p.m. a motion to leave regular session and go into closed was made and a second was heard. The motion carried. Items were presented and approved.

A motion to leave closed session and go into open session was made and a second was heard. The motion carried.

**13. Adjournment:** The meeting adjourned approximately 8:40 pm.

NOTE: A full copy of the Board of Directors meeting minutes are available upon request Monday through Thursday from 7:30 a.m. to 5 p.m. Contact Debbie Myers, Executive Secretary, at 573.431.5191 ext. 1142 or via e-mail at [dmyers@eastmoaa.org](mailto:dmyers@eastmoaa.org)