



Commission on Aging

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Minutes of a meeting of May 20, 2020

Roscommon County Commission Aging., a Non-Profit Corporation

Meeting place: Administrative offices, Prudenville, Michigan

Meeting called order at 1:05PM by Dan Fishel, Chairman, asking that all cell phones be turned off or silenced.

Pledge of Allegiance said by all attending.

Mission Statement read by Dan Fishel

Roll Call Date: 05/20/2020 present: Chuck Corwin, Maddie Hiller, Dan Fishel, Marc Milburn, and Kathy Jernigan, Al Schultz. Kim Warner by Zoom.

Member's absent- John Sutter

Member excused- John Sutter

Guests-see attached list.

Board Chairman Comments: Dan has been absent and Director will advise us since Centers have been closed.

- 1) **Approval of agenda** by made by Al Schultz and 2nd by Kathy Jernigan. All in favor and passed.
- 2) Minutes of February 19, 2020 reviewed. Motion made by Kathy approved and 2nd by Al Schultz and approved by all.
- 3) **Introduction of Guest:** None
- 4) **Public Comment:** Emil Bellenbaum made public comment about budget and Board listened to his comments.
- 5) **Correspondence received:** None
- 6) **Financial report** for March and April was presented by Tom Pettit, which reflected an income of beginning Balance: \$554,527.94 February and leaving an ending balance of \$1,033,618.69 in April. This is a two month summary.
Balance of Loan: \$450,000.00.

Al Schultz made motion to accept and Kathy Jernigan 2nd. All in favor and passed.

Directors Report: Tom reported that this time has been challenging for the centers and staff have stepped up. This is Grant season and Tom has been working on this.

At looking at Centers Emergency Plan will have to be rewritten since is it substandard under these circumstances. He has discussed this with Reg 9, GFS, AASA and other directors from the centers. 10 lb Food boxes are being prepared for our Seniors and will be distributed starting next week and are in four categories for nutrition. This must be recorded and then reported to Region 9.

Tom finished his In-home report and mentioned employees were just doing essential services only like shopping and errands. Lodge closed due to ASSA recommendations.

Country Commissioners's Report – Marc Milburn made a statement that the COA is the lifeline of our Seniors.

- 7) **Region 9 AAA Advisory Report**- Report made by Chuck that Region 9 meeting was done by Zoom with Chuck & Maddie attending. Question was raised about Centers reopening and Laurie said it would not be soon and these decisions would be made by AASA, Region 9 and Governors recommendations. Carol Gilman in West Branch was redesigning her dining room to see how they would accommodate the new changes.
- 8) **Program Committee**: None at this time.
- 9) **Old Business: By Laws**: Discussion was made about the By-laws and this is on hold until next month. Our attorney said he would even go over what we had written and advise us of any changes that need to be made.
- 10) **Code of Ethics** needs to be worked on again. Kathy is still waiting for any changes that the Board members wish to make and suggest. She asked that we emailed her with our suggestions and she will draft and bring to next Board meeting. Dan said he did not like the last line which needed a signature for us to sign in event of we could not fulfill our obligation that we would volunteer to resign our position. This was discussed and told that they are on many organizations Codes of Ethics and new employment hires.
Consent agenda this would include Minutes of passed meeting, financial report and Directors and In-home Services report that would be available to review before meeting and can be passed out to public on our meeting date. It was suggested to be put in Centers but usually papers are missing or taken down.
A motion was made to have Consent Agenda be part of the Board Meetings and available to the public. Motion made by Chuck and 2nd by Al Schultz. Motion was passed.
New Business: Tom explaining the MI Safe Start Plan sent by Governor Whitmer to re-engage Michigan's Economy. He explained all of the stages and said many changes would have to be made by businesses as well as our Senior Centers when they open. No easy way to keep everyone protected during this time.
Board Policies was discussed and plan to put on hold until By-Laws are completed.
- 11) Directors Annual Performance Review slated for June meeting with form being sent out to Board to evaluate Director.
- 12) Tom asked Board for direction and motion if he should continue to pay employees supplemental pay during this time. 7 employees have been laid off and 43 employees are still working. These wages were already budgeted and is not a further expense to the Agency and we are trying to keep our employees. Employees are still receiving mileage plus their wage but their mileage has decreased.
- 13) Motion was to continue to supplement employees pay during this time. Marc Milburn made motion and Kathy Jernigan 2nd motion and motion was passed by a roll call vote with all in favor..

Center Activities: None to report at this time due to closure.

14) **Public comment**- One comment was made and Board listened.

Motion to adjourn at 2:34 PM Al Schultz made the motion and supported by Kathy.

Next meeting is June 17, 2020 at 1:00PM by Zoom Conference. Dan will post the meeting date for the public.

Respectfully submitted,
Maddie Hiller