

# **The Roscommon County Commission On Aging**

## **August 21, 2019, Meeting Minutes**

Held at the Commission on Aging Headquarters  
1015 Short Dr., Prudenville, MI 48651

**Called to order at 1:00 p.m.** by Board President Chuck Corwin

**Roll Call:** Members present: Chuck Corwin, Kim Warner, Dan Fishel, Maddie Hiller, Marilyn Allison, Kathy Jernigan, John Sutter, Al Schultz, Marc Milburn. Members Absent: None.. Members of staff present: Tom Pettit, Director.

**Public Guests:** Peggy Poynter, Audrey Williams, Nilah Mason, Jim Ryder, Emil Bellenbaum, Kelly Robinette, Persis Sopariwala, Heidi Powers, Debbie Cooley, Barbara Ernst

**The pledge of allegiance** to the flag was recited by all.

**Mission Statement** was read by Tom Pettit.

**Approval of Agenda:** Kim Warner made motion to approve the agenda, 2<sup>nd</sup> by Maddie Hiller, Approved by vote of the board.

### **Approval of Minutes from June 19, 2019, COA Board Meeting:**

Motion by Kathy Jernigan, 2<sup>nd</sup> by Marc Milburn to accept the minutes.  
**Approved.**

### **Public Comment:**

**Perse Sopariwala** explained the R.S.V.P. Volunteer program and that she also works with other volunteer programs, such as the Veterans Coffee Hour. **Heidi Powers, Senior Companions**, explained how her senior program provides friendship to other seniors and the foster grand parents program that serves in the schools helping students improve their studies. **Kelly Robinette**, nutrition coordinator for Region 9, talked about the food program. **Chuck Corwin** explained the upgrading of the COA's employee relationship and annual performance review, also how the COA is protecting employee records. **Jim Ryder** asked about the COA Bus and also asked about the treasurer's report and why the board has a treasurer, but that the

report is given by the director. **Emile Bellenbaum** asked about the status of the generators for the centers. Tom Pettit explained that they have been put on temporary hold because they are three phase and he couldn't find bidders because they are three phase. **Jim Ryder** said he has electrician friends in Harrison, Heckman Electric, who work on Generex,. **Nilah Mason** asked about the sign for the Roscommon Center out at M-76 and State Street intersection. **Tom** said he needs to get a permit. He said the sign will be done this fall. **Peggy Pointer** asked about the progress of the Roscommon Center parking lot paving work.

**Correspondence:** Tom Pettit said we received notification from NEMCSA Region 9 AAA of a grant approval and that we will be receiving approximately \$390,000 a year for three years.

**Financial Report:** Tom Pettit gave an oral report from his written version that was on the agenda. He added that food costs have been rising, but not at a drastic amount.

**Maddie Hiller made a motion**, seconded by Kathy Jernigan, to accept/approve the financial report. All board members voted in favor.

**Director's Report.** Tom Pettit gave a written report, with oral comments

**In-Home Services Report** - Tom Pettit gave a written report from the agenda.

**Motion to accept the Director's Report and the In-Home Services Report** by Kim Warner, seconded by Marilyn Allison. All voted in favor.

**County Commissioner's Report.** Marc Milburn recommended that spouses of military veterans be invited to the coffee hour because they are often times left in the dark about changes to veterans benefits affecting them.

**Personnel.** Tom Pettit and Chuck Corwin reported that the COA now has 52 employees and that 43 per cent of the county residents are senior citizens.

**Program Committee**

**Old Business:**

**Pole Barn update:** Tom Pettit reported that a pole barn 40X60 feet would cost about \$18,000 to 20,000, but nothing definite can be decided until we have a location as to where to build the barn. It will be used to store the bus, van and about \$10,000 worth of lawn equipment. Marc Milburn suggested that we also check with the county to see if the Animal Shelter property along M-18 could be used as a possible site.

**Parking Lot update for paving St. Helen and Roscommon Center**

**Parking lots --** Tom Pettit stated that St. Helen has been completed and work will begin on Roscommon next Wednesday.

**Vacant Head Start Offices:** Tom Pettit reported that Head Start has moved out of our facility and the offices are ready for "cosmetic" repairs. He said there are 3 smaller offices and 2 larger common areas. He said perhaps we need to leave it vacant for the present because of the rapid rate that our COA is growing; we may need it for our own staff.

**New Business:**

**Human Resources Position:** Chuck Corwin reported that he and Tom Pettit are working on a job description for a Human Resources person to be hired, minimal five hours a day and may consider 30 hours per week, which would be full time.

They also discussed bringing in a **social worker** to do "**Loss Counseling**" such as loss of mobility, loss of independence, loss of self worth. They said we need to tackle **the need for transportation**, even if it's just paying mileage to downstate hospitals and or other medical services. We are not talking about locally, but out of county and transitioning.

**The COA Bus:** Tom Pettit stated that the bus is to the point that it is nickel and diming us a lot. He said it broke down recently south of Grayling and the cause was a brake modulator, with a cost of \$4,000 He said we paid \$24,000 for the bus, but when we make the most recent repair, we will have spent \$22,000 in repair bills. Pettit said we could get a 28 passenger bus with storage, a gasoline motor, 5 year warranty for \$70,000. Marc Miblurn said he wants to see old bus sold first before buying a new bus. Pettit said he doesn't want to fix the old bus.

**Marc Milburn made a motion, second by Kathy Jernigan** to explore the possibility to purchase a new bus and to repair and sell the old bus before buying a new bus. Question during discussion: Will the new bus be wheelchair accessible. A 28 Passenger is \$70,000 and a 14 passenger is \$60,000.

**Motion passed**

**Before adjournment**, President Chuck Corwin asked all guests to leave the meeting as he had some things he wanted to discuss in private with the board. Then, during the closed session copies of a letter Corwin had written, dealing with a personnel matter, were passed out to the board members. **Dan Fishel made a motion, 2<sup>nd</sup> by Kim Warner, to accept Chuck Corwin's letter, to be placed on permanent file. The motion passed by roll call vote, all voting in favor.**

**The meeting ended at that point.**

Minutes taken by Dan Fishel, board secretary