



Commission on Aging

**Thomas Pettit, Director**  
**1015 Short Drive, Suite A**  
**Prudenville, MI 48651**  
**989.366.0205 Fax: 989.366.0136**

Minutes of a meeting of March 17, 2021

**Roscommon County Commission Aging, a Non-Profit Corporation**

Meeting place: Administrative offices, Prudenville, Michigan

**Meeting** called to order at 1:00PM by Kim Warner, Co-Chair.

**Pledge of Allegiance:** Said by all attending.

**Mission Statement:** Read by Tom Pettit, Director.

**Roll Call:** Chuck Corwin, Marc Milburn, Dan Fishel, Kim Warner, Maddie Hiller, Al Schultz and Tracy Constance.

Members absent: John Sutter and Kathy Jernigan

Members excused: John Sutter

1) **Approval of Agenda:** Motion made by Chuck and seconded by Al Schultz. All in favor and passed.

2) **Intro of Guest:** Vicki Goodburn from AAA/NEMSCA. Many attending including Jim Deamud. See attached list including Ken Melvin (standing in for Marc Milburn who must leave).

3) **Approval of Consent Agenda:** Motion made by Chuck with Al seconded. All in favor and passed.

Clarification by Chuck that Governor put in her proposed budget COVID pay will continue and will go to Senate for approval. Corrected in minutes.

4) **Public Comment:** Emil made comment on being out of compliance with assessments being incomplete and had to be done by February 1<sup>st</sup>. Staff member gone and staff unaware these were not completed. Deb Looney said that at staff meeting they had, all employees were behind Tom and give their full support with a petition. Johnna Ancel asked that Board talk to passed employees that were fired for their intake. Dan Fishel told the guests that he appreciated their constructive criticism to the Board with their comments.

5) **Director's Report:** Partnered with United Way for income tax returns and have done 50 already with drop off service only. No citations on client care were noted but Tom stated with moving forward and trying to get all assessments completed by the Managers and the employees involved. His assessments were complete and other managers had their done also. Staff training was completed last week. He was contacted by Mid-Michigan Health Center and was asked if we would consider being a Vaccine Distribution Center in Houghton Lake and he is waiting for a response from them for a date. We received a check in the amount of \$81,056.75 COVID credit refund for the period of July through September and still pending a check from October through December, 2020.

Tom said he received the guidelines from AASA with opening the centers and a few are starting to open but guidelines are quite strict with only 50 percent occupancy. Questionnaire sent and must be answered before we can open. Only sit- down service and staff would have to serve our clients and no socializing or activities allowed in centers. Center would have to hire new employees for this.

When we are looking for an opening date, we will have to contact ASSA for permission. The guidelines are quite strict with seating and distancing the tables. Other items to consider are those clients that are vaccinated and those that are not making a risk to others. No socialization is permitted. Looking for a June 1<sup>st</sup> opening date hoping to avoid exposure to COVID. Chuck commented how to police our clients from intermingling with each other. Sitting arrangements will be quite difficult. Dan likes to pick up his meals since he has been quite busy and is fine with not visiting the center.

**Correspondence:** Reviewed by Board which included letter from Emil Bellenbnaum, In-Home Service Assessment feedback and Roberta Buss request for Board to adopt Resolution. This item was moved to New Business. Motion made by Marc and seconded by Chuck and all in favor.

**County Commissioner's Report:** Marc asked that we strongly approve this motion which was adopted by the Roscommon County Board of Commissioners on February 24, 2021.

**Region 9 Advisory Committee Board:** Chuck reported that he has accepted to be Chairman of Region 9 Advisory meetings since there was a vacancy and no one stepped up to take this position. Laurie Sauter reports were quite informative.

**Old Business:** Budget in comparison from last years budget to this years' budget and asking for approval of the new budget. Al made motion and Maddie seconded. Roll call done and all in agreement.

Chase refinance and took advice of the Board and asked about refinance and line of credit. Bank approved a five year refinance and \$250,000 unsecured line of credit 5.75 interest rate and no charge until we use it. This can be used as a cushion if needed for the centers. Kim mentioned that in the guidelines she read that new debt has to be authorized and should be a new resolution must be made and approved by the Board of Directors and documented in the minutes and a copy must be maintained. Records must be maintained and updated periodically. November minutes were reviewed for any resolution but only discussed and not put into writing. Jim suggested that we put this into writing and ratified the resolution with what Tom did to refinance this bank note. Submit a motion and put it in writing for the refinance with all the details. Postpone this motion for now.

**New Business:** Marc presented that he would like the Board to accept this resolution which Roberta Buss asked us to consider. Resolution No.2021-02-01 to support our Local Businesses and COVID-19 Vaccine. Motion was made by Marc and Dan seconded. Roll call vote done and all in agreement except for Kim Warner who voted against the resolution. Resolution adopted.

**Public Comment:** Emil commented that four employees are out of compliance with the new laws in effect since October and how are we as a Board going to change this. He questioned how to replace Marc and Chuck as Board members. His other comments were in regard to the budget we approved when he sent a letter with comments on these figures and it was not addressed. No other public comments.

**Adjournment:** Dan made the motion to adjourn the meeting and this was seconded by Marc and meeting ended at 2:06PM with all Board members in agreement.

Respectfully submitted,

Maddie Hiller