



Commission on Aging

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Meeting Minutes August 18, 2021

Meeting place: Administrative Office, Prudenville, Michigan

Meeting called to order at 1:01PM by Kim Warner, Chairman

Pledge of Allegiance was said by all attending.

Roll Call: Chuck Corwin, Marc Milburn, Al Schultz, Kathy Jernigan, Kim Warner, Maddie Hiller, Tracy Constance (Zoom) and new member Roberta Kary.

Member absent: Dan Fishel (no call)

Guest – see attached list

Attending Guest: Laurie Sauer

Mission Statement: Betty Kimble

Meeting was supposed to be for interviews today Kim said, but Tracy said we cannot go forward with interviews until we terminate Tom Pettit, the current Director. Kim said she contacted Paul from the Insurance company and was given the name of Tracy in Troy that will write up a termination agreement for us. Her attorney fees are \$185.00 an hour. She can either attend by Zoom or in person.

Approval of Agenda: Additions were added: Introduction of new Board Member from St. Helen, Roberta Kary, by Kathy; Roll and appointment of Committee members; Chairman role and appointed committee members; Millage to be added to Director's report.

Motion was made by Marc and seconded by Chuck to amend agenda as above stated. Roll call taken and all members approved.

Emil stood up and stated that Tracy could not vote since Emergency Order is over, but we have not received this in writing. Tracy said that this order is valid until September 30th. It was discussed if her vote could not be counted, it would be nullified. The latest rules were read by Laurie Sauer to us about virtual meetings. After discussion, it was decided that Tracy can vote due to medical condition and that she has COVID variant and could not attend. Marc apologized to Tracy that she had to give out personal medical information.

Introduction of Patti Ososki, Human Resource Specialist and she told us that 12 new personnel have been hired. Agency is still looking for a St. Helen Manager.

Approval of Consent Agenda was by Chuck and seconded by Al. Roll call vote and all in agreement.

Kathy introduced Roberta Kary as the new Board Member that was elected by 23 St. Helen members at the picnic. Every center has an Advisory Board and can appoint a member. Kathy asked if there was any other member that would like to be considered for the position and no one volunteered, vote was taken and approved for Roberta Kary to be new COA Board Member.

Roberta was asked to join the other Board members and given a Board packet to follow meeting.

Chuck asked if anyone heard from Dan. Kim said that he was in the hospital and just came home. Marc said under HIPPA that she could not share any other information on him. Dan did not call Kim or any member and ask to be excused from the meeting.

Chuck talked about the role of the Committees and how the Committee was appointed to give recommendations but no decisions. What he understands today is that the Nominating Committee decided who was to be interviewed. This committee did not operate in the right way. Chairman appoints committee members and Kim said she wanted equal representation. Kim said it does not say in the bylaws that one representative from each center must be selected. She felt she picked the right ones to be on this committee. Chuck feels that this was the wrong decision. We hope to feel that all members

have an open mind to all candidates that have applied for the Directors position. The COA is responsible for the people that attend the centers and we need to get back to the basics.

Patti looked through the applicants and gave us her recommendations and experience in the positions that they held. Marc said all applicants should be considered. Kathy said that applicants need the qualifications and on the job training and education without necessarily going to college. Roberta asked if the Board was provided with the applications and Kim said that she has only one copy. Committee can recommend but not decide and provide the Board members with all the applications to be reviewed. Kim said that she looked it up and it was suggested a director should have a master's degree in Business Administration. Total applicants were 7 and one rescinded. Copies will be made and given to all Board Members before they leave. The board was instructed to keep the information confidential until the Board had an opportunity to review them. After that the applications would be destroyed.

Chairman can do draft Agenda, but board members should have their input, too. On special meetings, Board members should have the option of knowing ahead of time to check their calendars so that they will be available. Everyone has a schedule and when this happens our schedule changes, when this is being scheduled and if cancelled need to know why. Marc asked that meeting be schedule soon and Board picked Friday, August 27, at 1:00 PM at Annex building.

Al Schultz told the Board that he and Betty have been reviewing financials weekly when he comes in to sign checks that are needed for account payables and employee payroll.

Interim Director's Report: Betty said that NEMSCA approved 3 grants that was sent in June and gave the amounts: Respite \$24,305; Matter of Balance classes \$3,540; Adult Day Services \$16,760. NEMSCA came and did the financial audit on 7/14 and are waiting for the result but no concerns were noted. All three picnics turned out well attended and many seniors enjoyed seeing each other and having lunch together. The weather was beautiful. Patti has been working to fill open positions and is still looking for new manager for the St. Helen Center. In-Home services, kitchen staff and drivers and Lodge are all staffed. Only a few positions remain open. As of Wed August 11 all three centers are open. Attendance for the first 3 days was: Roscommon 30, St Helen 39, and HL 103. The participants are encouraged to continue to social distance and wear masks and Betty will continue to monitor and adjust accordingly to the guidelines.

RCCOA and Roscommon County continue to work on millage contract that expired in 2015 and was never renewed. Betty has attended two workshop to continue to work and renew this contract. A draft is included in your package and review and purchasing protocol and reminded that the Commissioners have their protocol as well as the RCCOA Board of Directors to review before Chairman would be able to sign. I have requested two changes to no 2 and no 5 that clients and personal information be protected. County does not provide all services. County wants us to comply with their purchasing policy and you can review before contact is approved, Separate is (3) countries that sent polices and contract millages to be reviewed and more extensive. Copy of last signed contract in your package. Kathy said that she feels this contract is more extensive than needed to collect the taxes and send to us and feel they should not be obligated to have accountability and provide them with a budget and forward audit yearly. County should approve our budget and they do not have authority to do this and are open to changes and workable to all involved. When we have emergency and they do allow these purchases. Marc said if there are changes, he will go ahead and champion these changes. Kim said we are linked with them, but we are a separate entity. Last two months, water issues, air conditioners going down at all 3 centers and Admin building, and are scheduled to be repaired. We had to replace Cook stove at the HL center and email was sent out to Board members. Furnaces are all 20 years and older. She requested quotes. Roof repair from \$3,500 to \$7,600 at Houghton Lake depending on evaluation and in the kitchen and not covered by any warranty. Seasonal maintenance is being looked at for furnaces and air conditioners. List of all major appliances and put in our budget and equipment that needs to be repaired or replaced including van and bus. Maintenance sheet showing when equipment bought and when serviced.

Memorial Service will be at Houghton Lake Center Monday, September 13 at 1:00PM. Please give Deb or Betty name to be included that passed away,

PUBLIC COMMENT: Tom Pettit hearing community members will not be back when there are 3 PA systems, and they cannot hear. A termination agreement should be sent to the Director before you start interviewing for a new Director. Patti Osoki sending out email to applicants that are not deemed qualified, and this should be sent out by the Secretary or the Board Chair. Tom also asked when grants were written and sent out and it was when he was still working, and he applied for them before he left. Emil said a By-laws Committee was set up by Dan Fishel to review Bylaws and not Kim. He also stated that the St. Helen Center was in a secret ballot and that in the Open Meeting Act that when accepting funds from NEMSCA. These funds are raised by the Centers, and they do this so that they can do other activities. Chuck went to the Roscommon Center, and they were having an Advisory Meeting and asked if they are posting this notice and he was told by Roscommon Center that they do not have to post under the Open Meetings Act.

Kathy made Statement that it was nice to see members in the audience.

Emil's presentation was asked to look into Board members that accept money for services and that Chuck received Matter of Balance money and Tracy received over \$7, 000 and that their options are to resign, stop taking money and work on bylaws to change. Tracy asked who asked you to look over the by-laws his response was – some former employees of COA, ' Chuck said those checks are made out to me but I donate to the church for what is needed.' Emil said they should be made out to the church. Marc said that Emil doing this to Chuck is uncalled for and that by-laws should be changed and stated a little bit differently and not being accused in the way it was stated. Sue Weir said that she teaches one or two classes and what I do with my money, and it is my business and not yours. Per Marc change the by-laws. Deb Looney wants to know why Emil has special clout and he has his people but should not have the Board to make exceptions for him alone and this has to stop. Vivian Baum, Bookkeeper for 13 years, said Chuck could have received mileage check and did not charge extra but instead received a flat fee.

Tom Pettit one year ago at a February meeting stated he was chastised for saying cut the losses and close the Roscommon Center. One year later 2 Board members are adding to the same problems and as a concerned citizen I am requesting that you remove Dan Fishel and Kim Warner from the Board when they keep undermining the Board and they go back to Emil and Ms. Ancel. If the board continues to allow it, it will be the downfall of the agency on your shoulders.

Motion to adjoin by Kathy and seconded by Roberta. All in favor and adjourned at 2:35PM. Roll call to adjourn agreed by all.

Respectfully submitted,
Madeline(Maddie) Hiller