



Commission on Aging

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***DRAFT MEETING MINUTES
BOARD OF DIRECTORS MEETING
August 21st, at 1:00pm***

Call Meeting to Order: Roberta Kary – Chairperson @ 1:00 pm

Pledge of Allegiance

Roll Call: **ALL IN ATTENDANCE EXCEPT STEVE PERIALAS**

- Roberta Kary – Chair
- Peggy Poynter – Vice Chair
- Phyllis Piotrowski - Treasurer
- Chuck Corwin-Secretary
- ~~Steve Perialas~~
- Kim Warner
- Kimberly Daniels
- Marc Milburn

Intro of Guests: **N/A**

Excused Absence: **N/A**

Executive Director: **IN ATTENDANCE**

Reading of Mission Statement:

The purpose of the Roscommon County Commission on Aging is to promote the welfare, independence, safety, and health of our senior citizens through various programs

Approval of Agenda:

Motion by: **Kim Warner**

Second by: **Chuck Corwin**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes-Board Meeting, June 16th, 2024
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kimberly Daniels**

Second by: **Marc Milburn**

Approval: **ALL IN FAVOR**

Public Comment: *(please limit your comments to not more than 3 minutes)*

Emil Bellenbaum – statement regarding soup, meals, vouchers, appeal procedure, employee hours, center hours, center attendance

Paul Baker – question to clarify hours

Director's Report:

- **Special thanks to staff who volunteered during the Bluegill Festival**
- **Special thanks to the Houghton Lake Performing Arts and the Houghton Lake Chamber of Commerce for donating the Blues Festival concert tickets.**
- **Special thanks to staff for implementing scrubs for the providers and logo shirts for the center and meals on wheels staff**
- **Special thanks to Maddie Hiller and the Tip Up Town Queen for their participation at the August 10th Car Show**
- **Special thanks to Phyllis Piotrowski and Robin Williams for their participation at the Mid-Michigan Health Fair**
- **Attended August 7 Mid-Michigan Health Fair**
- **Attended July 18 conference regarding Electronic Visit Verification system**
- **Discussed trips**
- **We have 6 people from the centers to represent the agency at Project Council**
- **Attending Elder Abuse training August 23 with providers and supporting staff**
- **Agency closed for all staff training August 28**
- **Agency closed for Labor Day September 2**

Special thanks from Roberta Kary as a Bluegill Festival Representative

Controller Report: Tracy Baker

- **Investment income \$19,969.22 since mid-April**
- **Cash Flow Projection is stable**
- **Reviewed meal, in-home service units, and Serenity Day Lodge units**
- **Agency is operating within budget parameters**
- **Responded to certain comments made by a community member and a board member**

Old Business:

- Lease agreement for Annex – no reply has been received from the Roscommon County United Way regarding the proposed lease agreement.

MOTION TO ISSUE A LETTER TO THE ROSCOMMON COUNTY UNITED WAY THAT THEY RESPOND TO A PROPOSED LEASE FOR ALL OR A PORTION OF THE ANNEX NO LATER THAN SEPTEMBER 30, 2024 @ 12:00 PM, IN WRITING.

First: Marc Milburn

Second: Kimberly Daniels

Roll Call: Kim Warner – YES
Marc Milburn – YES
Phyllis Piotrowski – YES
Peggy Poynter - YES
Chuck Corwin – YES
Kimberly Daniels – YES
Roberta Kary – YES

MOTION PASSED

- Chairperson discussed Carry-Out Meal program and referred to the May 2024 board meeting where Laurie Saurer, from NEMCSA Region 9 AAA, discussed the changes to the programs and specifically the Carry-Out Meal program.
- Emil Bellenbaum Appeal – Formal statement was read by the Appeal Committee Chairperson, Kimberly Daniels. The Chairperson, Roberta Kary, directed that the formal statement be sent to Emil Bellenbaum via certified mail.

MOTION THAT THE ROSCOMMON COUNTY COMMISSION ON AGING WILL NOT PARTICIPATE IN THE CARRY-OUT MEAL PROGRAM AT OUR CENTERS AS IT WOULD JEOPARDIZE OUR FUNDING.

First: Kimberly Daniels

Second: Phyllis Piotrowski

Roll Call: Peggy Poynter – NO
Kimberly Daniels – YES
Marc Milburn – YES
Phyllis Piotrowski – YES
Chuck Corwin – YES
Kim Warner – NO

MOTION PASSED

New Business:

- 2024-2025 Budget, Phyllis Piotrowski - Treasurer
Finance Committee's Recommendations – Presented 2024-2025 Budget for approval at the September 18, 2024, board meeting.
- Expiration of Board members terms in 2024: Kimberly Daniels H. L. Peggy Poynter and Steve Perialas Roscommon, Representative St Helen, Marc Milburn County Commissioners – All names for center representative replacements due to the Board of Directors by October 16, 2024, board meeting.

Roberta Kary – newspaper ad to be placed for the at large position.

- Personnel Committee to convene for Director's 1 year evaluation – **Chuck Corwin will begin the process of administering the Director's 1-year evaluation.**

County Commissioner's Report: Marc Milburn – Special thanks to the Music in the Air for their performance at the Annual Car Show. A flag will be presented to the director at the Houghton Lake Center from the VFW, Jerry Timms, on August 30, 2024.

Region 9 Advisory Committee Report: Chuck Corwin –

- \$21 million dollar cut from the Federal government applies to the programs for the aging. This cut will directly affect the funding for the agency's congregate and Meals on Wheels programs, in addition to Adult Protective Services
- Compiling a list of lawyers for legal services (non-criminal)
- Tyler Sluck has replaced Kelly Robinette at NEMCSA Region 9 AAA and will manage paperwork, Servsafe, kitchen inspections, and ride with drivers
- Presented a flyer from the Veteran Families Program specific to aiding homeless or nearing homeless veterans

Senior Center Reports:

Houghton Lake: (Phyllis Piotrowski & Kimberly Daniels)

- A Memorial Plaque is being ordered to present at the Memorial Service on September 9, 2024. Donations will be taken for the plaque.
- Sock Hop on September 13, 2024.
- Carnival on September 25, 2024.

Roscommon: (Peggy Poynter & Kim Warner)

- Family Feud playoff on August 22, 2024 at 1:00 pm
- There will be a speaker for Dementia Awareness Day

St. Helen: (Roberta Kary)

- Family Feud playoff on August 22, 2024 at 1:00 pm at the Roscommon Center

Public Comment: *(please limit your comments to not more than 3 minutes)*

Terri Hidey

- Question regarding board terms. Chairperson replied that board terms are 2 years.
- Question regarding carry out meal cost at \$10.50.
- Stated she has submitted a letter of interest for the open board position.

Emil Bellenbaum

- Question regarding the 2024-2025 Budget as to whether it contains money for soup and vouchers to be used at local restaurants. Chairperson replied that the budget does not contain funding for soup and vouchers to be used at local restaurants.
- Statement that the Controller needs to clarify her explanation regarding the \$500k swing.
- Meals on trips and trips are aimed toward the elite.
- Statement regarding the contract with the County.

Paul Baker

- Question to clarify if the carry-out meals were COVID related. Chairperson replied yes, they were initiated for the purpose of getting meals to seniors while the centers were closed.
- Statement that facts are important.

Board/Director Comments:

Director comment – Addressed and corrected the comment made by Emil Bellenbaum where he stated that the trips are only for the elite.

The trips are not for the elite and the statement doesn't make sense since the trips are open for all people of all ages of all counties. If a person cannot afford a trip, financial accommodation can be considered.

Kimberly Daniels comment – Addressed and corrected the comments made by Emil Bellenbaum regarding his statement that he has not received any information regarding his appeal.

The appeal has been discussed at each meeting since the appeal was filed. The appeal has followed the proper timeline and procedure.

Chairperson comment – Addressed and corrected the claim made by Emil Bellenbaum that the board had not reviewed the contract prior to the contract being presented to the Commissioners.

Vice Chairperson question to Director if the lines in the parking lot are warranted and sealed. Director and Chairperson replied that line striping is not warranted and needs to be redone periodically. This is not abnormal and expected.

Adjournment: @ 2:25 pm

Motion by: Chuck Corwin

Second by: Marc Milburn

Approval: ALL IN FAVOR

APPROVED

Report on Special Committee Meeting re: Appeal of Emil Bellenbaum

Committee Members: Kimberly Daniels, Chair; Phyllis Piotrowski, Steve Pereal

An oral report was provided to the Commission on Aging Board of Directors at the May 15, 2024 meeting.

Emil Bellenbaum filed an objection/complaint regarding the discontinuance of carry out meals. The Committee members received a copy of the written information submitted by Mr. Bellenbaum.

The Committee met on May 1, 2024. The Committee reviewed the document. The Committee members then met with RCCOA Executive Director Deb Looney, and discussed the viability of having a carry out meal program. The Committee was advised that under the regulations of the various funding sources, a carry out meal program was not allowable unless the meals were paid for in full by the congregant wishing to receive a carry out meal. The cost of a carry out meal would be approximately \$10.50 per meal.


The Committee then met with Mr. Bellenbaum. Mr. Bellenbaum did not agree that carryout meals were precluded under the funding rules of the various agencies the COA is funded by. In the alternative, Mr. Bellenbaum proposed looking into a voucher program that exists in Kankaska county.

After meeting separately with Ms. Looney and Mr. Bellenbaum, the Committee met and discussed the complaint and reached the decision to recommend to the Board that the Executive Director, Deb Looney, research the viability of creating and implementing a meal voucher program.

An oral report containing the relevant information was provided to the Commission on Aging Board of Directors at the May 15, 2024 meeting by Committee Chair, Kimberly Daniels.

This written report, along with an attached copy of the minutes from the May 1, 2024 meeting are presented.

Respectfully Submitted,



Kimberly Daniels

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ROSCOMMON COUNTY COMMISSION ON AGING (RCCOA)

DRAFT MINUTES

Special Committee Meeting re: Appeal from Emil Bellenbaum

DATE: May 1, 2024

LOCATION:

RCCOA Administration Building Annex

Meeting called to order at 12:59 pm.

The Committee reviewed and discussed documents pertinent to the issue of Carry Out Meals (COM).

From 1:30 pm to about 1:55 pm, the Committee met with the RCCOA Director, Debra Looney, and discussed the viability of a COM program at the RCCOA centers.

From 2:00 pm to about 2:40 pm, the Committee met with Emil Bellenbaum and discussed the viability of a COM program at the RCCOA centers. Mr. Bellenbaum talked about a meal voucher program, which is partially funded by the State, that is offered by the Kaskaska County Commission on Aging and he recommended it in the alternative to a COM program at the RCCOA.

After the meeting with Mr. Bellenbaum, the Committee discussed the meetings held with Ms. Looney and Mr. Bellenbaum. The Committee was in agreement to recommend to the Board that the Director, Debra Looney, research the viability of implementing a meal voucher program at the RCCOA that is similar to the program at the Kaskaska County Commission on Aging.

The meeting was adjourned at 3:20 pm.

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