



Commission on Aging

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***DRAFT MEETING MINUTES  
BOARD OF DIRECTORS' MEETING  
June 18<sup>th</sup>, 2025, at 1:00pm***

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

Pledge of Allegiance

Roll Call: **ALL IN ATTENDANCE**

- Roberta Kary – Chair
- Kimberly Daniels – Vice Chair
- Kim Warner
- Kathy Jernigan
- Marc Milburn
- Janette Butler
- Phyllis Piotrowski
- Peggy Poynter

Intro of Guests: **Emerald Viado, Rebirth Advanced Healing: Mobile Wound Care Clinic  
Presentation of the Mobile Wound Care Clinic**

Excused Absence: Chuck Corwin

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: **Marc Milburn**

Second by: **Kimberly Warner**

Approval: **ALL IN FAVOR**

**Approval of Consent Agenda:**

- Minutes, Board Meeting, May 21<sup>st</sup>, 2025
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kathy Jernigan**

Second by: **Kimberly Daniels**

Approval: **ALL IN FAVOR**

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

Emil Bellenbaum – Clarified the correct spelling of names from the May 21, 2025 minutes under the public comment section as follows: Tom Dale – Donna Green – Nilah Mason. Comment regarding the termination of an employee. Would like to know when the computers will be at Houghton Lake and Roscommon. Comment regarding the Complaint Procedures and retaliation.

**Director's Report:** Debra Looney

- Thanked Emerald for joining us today and would like Emerald to visit each of the three centers.
- Senior Project Fresh Program delayed kick-off. The center managers are taking names and phone numbers. MSU extension is not sponsoring the program. The program asked for help from the community, and no one stepped up; therefore, Tracy and Debra stepped up to help those who do not have a computer or don't know how to go through the steps and help them if they are using their phone. The center managers are offering help as well. There will be scheduled times.
- Consumer Energy Program was held at the St. Helen Center on Monday, June 16. 15 people attended the 15-minute presentation, and all received a goody bag. A few of the seniors signed up to have the free home assessment. Nothing will be sold to those who signed up for the free home assessment. Those who have the assessment will receive a report on ways to conserve energy. Roscommon's presentation will be held July 9, 2025, before lunch and Houghton Lake's will be held at 10:30 am July 31, 2025. The annex will hold a presentation in the evening for those who are unable to attend the presentations in the daytime.
- The Secretary of State will be at the Roscommon Center this Friday, June 20, 2025. We received two handicap placards to use with the van and bus.
- The Car Show will be held in August with the meatloaf lunch and 'Music in the Air' will be singing.
- Closed July 4, 2025
- Center computers for public use \$2,620.42. Agency must be protected if they are using everything here. Contacted all 4 libraries in Roscommon County and all 4 offer multiply computers. Houghton Lake's library has 10 computers, Roscommon has 12 computers, St. Helen has 3 computers and offer copies at \$0.10 per copy for black and white and \$0.20-0.25 for color copies. Roscommon library is closed on Mondays. In an emergency you can get help from the center managers to use the equipment here. No charge, no sign-up.
- Addressed Emil Bellenbaum's comment regarding the Mother's Day Luncheon. No complaints were received from any other center except for Roscommon. The Complaint Policy was followed.
- Discussion between Kathy Jernigan and Director regarding the donated computer at the St. Helen Center.
- Discussion between Kimberly Daniels and Director regarding the purpose of the computers in the centers.

**Controller Report:** Tracy Baker

- Statement regarding computers in the centers and the ongoing maintenance and monitoring. 3 computers at the admin building have been disposed since they cannot be upgraded to the latest operating system. Those computers in the agency will need to be replaced first. Computers in the centers will need to be locked down, monitored remotely, and the cost for service technician is \$80/hour. Please keep in mind the cost of obtaining the computers as well as the upkeep, safety and security of that computer.
- Reviewed Income and Expenses for May 2025 Year to Date
- Reviewed meal numbers, in-home service units, and Serenity Day Lodge units
- Disclosed number of residents being served with meals and services during the month
- Disclosed number of congregate residents being served with meals in the centers
- Reviewed Home Delivered Meal and Congregate meal NEMCSA Budgets vs NEMCSA Final Budgets
- Cash Flow Projection is stable
- The Agency is successfully operating within the budget parameters

**Old Business:** N/A

**New Business:** End of Terms: Roberta Kary, Chuck Corwin, Phyllis Piotrowski, Kim Warner

- Roberta Kary – stepping down at the end of this year and a new board member will be needed
- Houghton Lake (Phyllis Piotrowski) and Roscommon (Kim Warner) will need a board member as their terms end at the end of this year.
- Roberta Kary – Director needs to place an ad in the newspaper for the At-Large Position (Chuck Corwin)
- Interviews will take place at the October, 2025 meeting.

**County Commissioner's Report:** Marc Milburn

- Paying off the mortgage for the Houghton Lake Center is a really big deal.
- Mrs. Jernigan's cookies today were amazing.
- Enjoyed the Father's Day meal and today's meal at the center is good.
- Names from last month's meeting should be corrected.

**Region 9 Advisory Committee Report:** N/A

### **Senior Center Reports:**

Houghton Lake: (Phyllis Piotrowski & Kimberly Daniels)

- Served 99 people at Father's Day Luncheon
- Family Feud event on July 9<sup>th</sup> at 1pm ALL ARE WELCOME
- Heartland Mental Health "Ideas to keep you sharp" Presentation
- Rehab services at Kings Nursing Presentation
- Christler Funeral Home Presentation
- Check the newsletter for dates
- Fashion Show Fundraiser July 17<sup>th</sup> at 1pm INVITE COMMUNITY MEMBERS
- No Talent, Talent Show in September ALL PEOPLE AT ALL CENTERS ARE WELCOME TO PARTICIPATE AND/OR WATCH
- Call Amie to sign up if you want to perform in the No Talent, Talent Show

Roscommon: (Peggy Poynter & Kim Warner)

- Prescription for Health 6-week class started this morning
- Fun Auction in July (no clothes) at the center
- Tom Bratton will be meeting with Kim Warner in July to set up a time to have him come to the Roscommon Center for Q&A or Town Hall Meeting

St. Helen: (Roberta Kary & Kathy Jernigan)

- Public Safety brought the Fire Engine for Father's Day (everyone had a lot of fun checking out the fire engine), a very good lunch, and a beach chair giveaway donated by Rose Mary Hiner and Russ Tomes was the winner of the raffle
- Flowers have been planted and replanted
- There will be a picnic in July
- Puzzles are a huge hit
- The Bluegill Car Show is July 28, the center serves breakfast, Penny Bingo, and lunch
- Turkey dinner was very good – it was the turkey served at the Open House

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

Emil Bellenbaum – Comment regarding the computers not needing to be online. Necessity of the computers available at the centers. Comment that Kalkaska has computers and why can't we do the same as they do. It doesn't have to be through our system. We should teach seniors how to use computers. Comment regarding the complaint procedure that complaints will be received without retaliation. Question regarding the waiting list for meals. Director responded that there are no waiting lists. Kathy Jernigan responded that it was stated before that we don't have waiting lists.

### **Board/Director Comments:**

Kathy Jernigan – Comment stating Tracy does an amazing job with all the statistics and covers a lot of territory. I appreciate that we can see what the COA centers are doing and it's an asset to the county. We have a very good program.

Kimberly Daniels – Seconds Kathy’s comment on what Tracy does and publicly acknowledge what Tracy does. Being on the Finance Committee allows us to see the amount of information that Tracy has to work with and have access to is mind-boggling. Publicly acknowledge incredible work that she does and what an asset she is to the Commission on Aging. Unsure that there is a way to provide a basic computer for use without having it linked with our system and would like to get more information. The initial cost is not a concern, rather it’s the monthly maintenance that gets expensive. Is there a way for the centers to contribute to offsetting that cost? The Advisory Board covers the monthly cost of YouTube fees at the Houghton Lake Center. Is there a way to do limited computer access?

Phyllis Piotrowski – Would like to backup everything that Kim was saying and especially what Tracy is doing. Regarding the computers, very concerned about setting up computers in each center for people to use because so many things can go wrong with the usage of these computers. How can we assure that your private information entered into the computer won’t be leaked to hackers or criminals. Concerned about computer scams. Computers need to have the latest software and security and updates. The computers need to be managed by experts (AllPro). AllPro costs a lot of money to manage the computers. Donated computers may be too old to be secured with the latest software and may not be safe for anyone to use on the internet. We need to provide safe and secure computers to protect individuals.

Marc Milburn – Proud of the leadership of the COA. Proud of the employees that work for the COA and humbled to be a member of this board.

Deb – Supports Phyllis’s concerns. There are over 25 computers available 5 days a week in this community that I don’t see our people using already. I’ve called and done due diligence with every library in the community, including Lyon Township. Will check with AllPro regarding the security. Would like to thank the St. Helen Center again for the support you all give to the COA, your monies that was given last month at our board meeting from your Walking Tacos Sale to the water and pop monies that came in – you are the only center that gives back to the COA at this time.

Kathy Jernigan – Many people use cell phones as their computer to search the web and that’s not secure. Nothing we have electronically is secure. The government gets hacked, everyone gets hacked, and you try and manage it yourself as best you can. Maybe we need some lessons on how to use cell phone technology that we have available to us at all times.

Roberta Kary – It’s been a great pleasure serving as chair as well as being on this board for the years that I have been. I feel that we have gone through a lot in the last 6 years from financial issues that are no longer issues to paying off debts, to investing our funds. I thank this board.

Adjournment: 1:49 pm

Motion by: **Peggy Poynter**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**