



Commission on Aging

1015 Short Dr Suite A, Prudenville, MI 48651
989.366.0205 Fax: 989.366.0136
www.rccoa.net

***DRAFT MEETING MINUTES
BOARD OF DIRECTORS' MEETING
October 15th, 2025, at 1:00pm***

Call Meeting to Order: Kimberly Daniels – Vice Chairperson @ 1:00pm

Pledge of Allegiance

Roll Call: Kimberly Daniels – Vice Chair, Chuck Corwin-Secretary, Kim Warner, Peggy Poynter, Kathy Jernigan, Janette Butler

Intro of Guests: **Paul Olson, Municipal Underwriters of West Michigan, Emil Bellenbaum, Alison Marsh, Rhonda Barnhart, Roscommon County Transit Authority, James Deamud**

Excused Absence: Roberta Kary, Marc Milburn, Phyllis Piotrowski

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: ADD CLOSED SESSION TO DISCUSS A LETTER AFTER THE CONTROLLER'S REPORT.

Motion by: **Chuck Corwin**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes, Board Meeting, September 17th, 2025
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Kim Warner**

Second by: **Peggy Poynter**

Approval: **ALL IN FAVOR**

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

Director's Report: Debra Looney

- Attended the Consumers Energy event at Skinner Park
- Consumers Energy event at the Roscommon Center gave away 55 kits
- Attended the Chamber of Commerce Health Expo – handed out >100 newsletters
- Free Produce Truck at the administrative building served 128 homes and 288 people
- Furnaces were installed at the St. Helen and Roscommon centers
- Windows for the Administration building are waiting for the glass to come in
- Flooring for the kitchen at both St. Helen and Roscommon center will be installed November 13th & 14th

Controller Report: Tracy Baker

- Reviewed Income and Expenses for September 2025 Year to Date
- Reviewed meal numbers, in-home service units, and Serenity Day Lodge units
- The Agency successfully operated within the budget parameters
- Audit with Dan Smith, CPA is scheduled for October 22nd

Paul Olson discussion of the agency insurance policy

Closed Session

MOTION: MOTION TO ENTER CLOSED SESSION AT 1:39 PM.

First: **Chuck Corwin**

Second: **Kim Warner**

Approval: **ALL IN FAVOR**

MOTION: MOTION TO END CLOSED SESSION AT 1:57 PM.

First: **Chuck Corwin**

Second: **Janette Butler**

Approval: **ALL IN FAVOR**

Kimberly Daniels – the letter discussed in closed session is to be handled by the Personnel Committee

Old Business: N/A

New Business: Survey the Board members for Executive position.

At-Large position, 1 letter of interest. Interview and vote at the November 19th meeting.

Executive Board Interest

- Chairperson – Kimberly Daniels
- Vice Chairperson – Kathy Jernigan
- Secretary – Kim Warner
- Treasurer – Phyllis Piotrowski

James Deamud – Suggests the By-Laws to be reviewed and updated

County Commissioner's Report: N/A

Region 9 Advisory Committee Report: Chuck Corwin

- **Regional Advisory Council Meeting September 22nd** held in Alpena discussed the budget at the State level which has been resolved, but at the Federal level it has not been resolved and if it goes on long enough there will not be any Medicaid money which will directly affect us
- **Changes to the Operating Standards including Nutrition will be forthcoming**
- **SCEP funding is available**
- **Older Michigianians Day will be on May 13, 2026**

Senior Center Reports:

Houghton Lake: (Phyllis Piotrowski & Kimberly Daniels)

- **Planning Halloween events**
- **Finances are going well and the fundraisers keep building up**
- **Events are going well at the center**
- **Everyone seems really happy**

Roscommon: (Peggy Poynter & Kim Warner)

- **Having a Halloween party with candy jar game**
- **May do another Apple Orchard Trip**

St. Helen: (Roberta Kary & Kathy Jernigan)

- **Ukers performed**
- **Having a Halloween party with games, prizes, and treats**
- **November 1 – Euchre Tournament at 1:00pm with lunch from 11:30-12:30pm**
- **New people are coming into the center**
- **Increased participation in Bunco, Arthritis Exercise, and Cardio Drumming**

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

Rhonda Barnhart

- **County transportation options**
 - **Transportation from the hospital 24/7**
 - **Transportation to medical appointments \$10-30 each way depending on destination**
 - **ACT of Roscommon will transport for medical appointments**
 - **Executive Transportation of Houghton Lake will transport for fun and medical**
 - **Collaborative Meeting – Funding available through the Health Department to assist with co-pays for children up to age 26 who have long-term disabilities**
 - **Transportation is available to Kirtland Community College for cost of \$10 one way**

Board/Director Comments: N/A

Adjournment: 2:32 pm

Motion by: **Kim Warner**

Second by: **Peggy Poynter**

Approval: **ALL IN FAVOR**