



Commission on Aging

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***DRAFT MEETING MINUTES
BOARD OF DIRECTORS' MEETING
August 26th, 2026, at 1:00pm
Annex - 1015 Short Dr, Prudenville 48651***

Call Meeting to Order: Kathy Jernigan– Vice Chairperson@ 1:03 pm

Pledge of Allegiance

Roll Call: Kathy Jernigan – Vice Chair, Phyllis Piotrowski - Treasurer, Kim Warner-Secretary, Peggy Poynter, Todd DeLisle, Jan Butler, Marc Milburn

Intro of Guests:

Greg Brown, Head Cook – Houghton Lake Center

Thanked the board for the timeliness of the installation of ovens and comment regarding the importance of nutrition.

Excused Absence: Kimberly Daniels

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: **Jan Butler**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes, Board Meeting, June 17th, 2026
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Jan Butler**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**

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

Emil Bellenbaum – Comment regarding Region 9's report from June's meeting and staff.

Director's Report: Debra Looney

- Comment regarding staff, waiting list, and in-home services
- Houghton Lake Center handicapped door has been repaired
- St. Helen Center handicapped door batteries have been replaced
- Prudenville sidewalk expected to be completed before end of September
- St. Helen Center sidewalk near backdoor repair to be looked at by concrete company doing the Prudenville sidewalk repair
- St. Helen Center door near the restrooms is scheduled for repair
- Telehealth Hub "Hub" update – will be in the area September 16th to attend the Collaborative Meeting and then to inspect our facility and plan to attend the board meeting afterward. The Hub is sending out a mass mailing countywide with a survey to obtain more information.

Controller Report: Tracy Baker excused, report given by Phyllis Piotrowski

- Reviewed Income and Expenses for July 2026 Year to Date
- Reviewed meal numbers, in-home service units, and Serenity Day Lodge numbers
- Operating within budget parameters

Old Business:

Sidewalk at Administration Building – discussed in the Director's Report

New Business:

Introduction of Carolyn Minton, St. Helen Representative – swearing in and term will be determined at the September meeting.

Phyllis Piotrowski – The Finance Committee reviewed 2026-2027 Budget and ask that the budget be voted on during the next board meeting on September 16, 2026.

County Commissioner's Report:

Marc Milburn – Appreciates the Annual Car Show and suggested raising expenditure amount on purchasing policy due to inflation.

Region 9 Advisory Committee Report:

Chuck Corwin

- VITA Program served 107 households in Roscommon County with State refund total \$53,800, Federal refund \$70,000. 88 households contained a member 60 years or older. Earned Income Credit \$19,600. October 1st to August 1st this year.
- Northwest Michigan Community Action Agency “NMCAA” has funds available for water related issues (water tanks, plumbing, etc.) only for city water residents. Weatherization Program assists with window sealing, blown-in insulation, etc. have completed 2 homes in Roscommon County and currently working on 2 more and 1 in the preliminary screening phase – income thresholds apply. HUD housing counselors available to help you up to the point where you get a mortgage foreclosure notice and property taxes. Contact 231-947-3780 for more information.
- North Country Cooperative Parish builds ramps for free or with a low cost to cover materials. In Roscommon County they have built 4 ramps, 3 scheduled, and have a referral for wheelchair ramp repair. 517-896-6649 Todd McConnell
- Low Income Home Energy Assistance Program “L-HEAP” assists with winter heating bills.
- Home share Program assists you in selecting a roommate for your home and will also pay you as a “cooperative relationship” for in home assistance with repairs.
- Due to changes in the Older Americans Act renewal, one person can no longer hold a position with both the Regional Advisory Council “Region 9 AAA” and NEMCSA board; therefore, the position for the NEMCSA board is vacant for anyone interested.

Senior Center Reports:

Houghton Lake: (**Phyllis Piotrowski & Kimberly Daniels**)

- September 4th Cowboy Days
- September 9th No Talent Talent Show at 1 pm
- Senior Advisory Board taking nominations at the next meeting with election in October
- September 14th Memorial Service
- October 30th Halloween Costume Party

Roscommon: (**Peggy Poynter & Kim Warner**)

- Walking Program has 6-8 people
- Wii bowling is a hit
- Free bus trip 13 seniors went and got ice cream
- September 10th Patriotic Piano Program around lunchtime

St. Helen: (**Kathy Jernigan**)

- Carolyn Minton new representative for St. Helen
- Started Pokeno on Thursdays
- Walking Program going good
- September there will be a 1st Home Game celebration (all sports)
- October Halloween Party
- Music in the Air performance was great
- Patriot Choir performing in September

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

Chuck Corwin – North Country Cooperative Parish “ramps” 517-896-6649 Todd McConnell. Staff Training, discipline comment – Training and support is happening to retain employees within the agency. Employees are not fired without cause.

Emil Bellenbaum – Comment regarding policies and procedures manual for the board, county purchasing policy, comment regarding millage and expenses for proposed budget, comment regarding current expenditures.

Board/Director Comments:

Deb Looney – Annual COA Memorial 2nd Monday of September. Inviting all board members to attend. Music in the Air will be singing, Center Managers will be selecting and reading poetry for their people. All known deceased persons are listed and named from September 2025 – August 2026. Please send in names to be included. Photos are welcome.

10th Car Show went well – nearly \$1,800 raised. Heather & Todd DeLisle sold raffle tickets. Many Roscommon Sponsors. Thank you to the centers for sponsoring a trophy. This is the first year the event was charged for the facility \$400 (Deb Looney paid); moving forward the Car Show will be held at the Houghton Lake Center.

Todd DeLisle – Thanked all that showed up and helped out at the Car Show, hopefully there will be more volunteers next year.

Phyllis Piotrowski – Comment in reference to the statement made by Emil Bellenbaum, you are all welcome to present any questions you may have regarding the proposed budget. Expenditures are up in part due to the expected hiring of additional personnel.

Adjournment: 2:09 pm

Motion by: **Peggy Poynter**

Second by: **Kim Warner**

Approval: **ALL IN FAVOR**