



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
May 15th, at 1:00pm*

*The May Board Meeting will be held at the
Roscommon Center
510 South Street, Roscommon, 48653*

Call Meeting to Order: Roberta Kary – Chairperson @ 1:04 pm

Pledge of Allegiance

Roll Call: **ALL IN ATTENDANCE**

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

Intro of Guests:

Excused Absence:

Executive Director:

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: **Kimberly Daniels**

Approval: **ALL IN FAVOR**

Approval of Consent Agenda:

- Minutes-Board Meeting, April 17, 2024
- Financial Reports
- Day Lodge Report
- In-Home Service Report
- Food Service/MOW's Report
- Director's Report

Motion by: **Chuck Corwin**

Second by: **Phyllis Piotrowski**

Approval: **ALL IN FAVOR**

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

- **Kathy Pardo-Carlson** – commented on soup, carry-out meals, Katelin Boutwell, harassment in the workplace, board needs to get involved with director.
- **Tom Dale** – commented on carry-out meals and Katelin Boutwell
- **Jon Osim** – commented on carry-out meals and Katelin Boutwell
- **Bill Johnson** – commented on Katelin Boutwell, the mental health of senior, and board guidance
- **Dan Sinischo** – commented on Katelin Boutwell
- **Nilah Mason** – commented on Katelin Boutwell, status of Roscommon Center
- **Katelin Boutwell** – commented on her termination and training
- **Leanne Walker** – commented on Katelin Boutwell and requested reinstatement

Director's Report:

- **Parking lots at all three centers to be repaired as needed (lining, paving, lighting)**
- **Houghton Lake Center roof to be replaced**
- **Roscommon Center to have electric work done in the kitchen area**
- **Senior Project Fresh will present on June 7, 2024 @ 1pm at the Houghton Lake Center with 50 vouchers available to those who attend the presentation**
- **Mobile Secretary of State will return to the centers in June, 2024**
- **Attended the Pre-bidders Conference with NEMCSA. The agency will apply for Evidence Based-Disease Prevention, Elder Abuse Prevention, National Family Caregiver Support Programs, and Merit Program**

Controller Report: Tracy Baker

- **New format of P&L report (condensed). An expanded report is available upon request.**
- **Closed Chase bank checking and savings accounts– service fees...last meeting motion to close.**
- **Closed Huntington Bank Money Market account - service fees...last meeting motion to close.**
- **Investment Income – Invested near the end of the day on April 12. \$3,336.07 in 12 days. Averaging \$278/day in additional income.**
- **Roscommon County Millage received a total of \$1,621,016.60. A final request will be made in August.**
- **Raw Food costs are now within budget parameters!**

Areas of concern

- **Community Outreach (Veterans/Halloween/Expos) need to add these events for next year's budget.**
- **Equipment (purchase new laptop/server hard drive)**
- **Fuel Expense (offset by NEMCSA for waiver participant travel)**
- **Supplies (MOW trays cost have increased)**

Upcoming expenses

- **Parking lots (lights/lines/paving)**
- **Roof**
- **Computer system (hardware equipment is outdated)**

The agency is operating within the budget parameters.

Request by board chair to gather information on necessary equipment cost to successfully Zoom the meetings. Controller complied.

Old Business:

- **Long Term Goals: Chuck Corwin – Long Term Goals established and attached.**

Roll Call to adopt Long Term Goals as written

Aye: Peggy Poynter, Phyllis Piotrowski, Chuck Corwin, Steve Perialas, Kim Warner, Kimberly Daniels, Marc Milburn

Nay:

Approval: ALL IN FAVOR

New Business:

- Appeal Report: Kimberly Daniels – **Request for Reconsideration of Carry-Out Meals by Emil Bellenbaum. Unanimous decision to research alternative voucher meal program.**

MOTION: Board directs the director to search area agencies meal voucher program in Regions 9 & 10 of the AAA.

Motion by: Chuck Corwin

Second by: Kim Warner

Roll Call

Aye: Peggy Poynter, Phyllis Piotrowski, Chuck Corwin, Steve Perialas, Kim Warner, Kimberly Daniels, Marc Milburn

Nay:

Approval: ALL IN FAVOR

County Commissioner's Report: Marc Milburn – **Requests a 3 person panel to review Katelin Boutwell termination. Chairperson agreed to meet with director and human resources.**

Region 9 Advisory Committee Report: Chuck Corwin

Public meeting - Presentation and review of the 3-year plan on Monday, May 20, 2024 at 1:00pm in Alpena at the NEMCSA office.

Senior Center Reports:

Houghton Lake: (Phyllis Piotrowski & Kimberly Daniels)

- **A Bingo fundraiser is this Saturday.**
- **"Come Dance with Us" is on May 20th @ 1:00 pm.**
- **"Planning Day" meeting is on June 12th at 9:30 am, the meeting will be held to form ideas for entertainment at the center.**
- **The "No Talent - Talent Show" is on June 12th at 1:00 pm.**
- **"Line Dancing" will be every Monday at 1:00 pm.**

Roscommon: (Peggy Poynter & Kim Warner)

- **Afternoon Penny Bingo is successful**

St. Helen: (Roberta Kary)

- **Cardio drumming is expanding**
- **Increase in Congregate Meals**

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

- **Susan – requested clarification of 3-person panel to review termination of Katelin Boutwell**
- **Tom Dale – commented on alternate discipline action**
- **Dan Sinischo – commented on Katelin Boutwell and funding support for attorney**
- **Nilah Mason – commented on Katelin Boutwell, carry-out meals, Roscommon is the best center**
- **Leann Walker – commented on Katelin Boutwell**
- **Jon Osim - commented on his termination, carry-out meals, millage funding**
- **Laurie Sauer – commented on Michganders day, Federal and State standards, carry-out meals, State deems the priority list for services, Meal Voucher Program must be approved by AAA, congratulated agency’s long-term goals. Public hearing on Monday, May 20, 2024 at 1:00 pm**
- **Joan Myers – requested clarification on who has the hiring/firing power**
- **Kathy Pardo-Carlson – commented on Katelin Boutwell, and meals**

Board Comments:

- **Kimberly Daniels – commented on the board’s desire to fulfill their duty, public attacks and requested support from the community**
- **Kim Warner – commented on the Meals on Wheels Program**
- **Peggy Pointer – commented on discipline steps and Katelin Boutwell**
- **Marc Milburn – commented that the chair does not have to get involved in employee matters**

Adjournment @ 2:34 pm

Motion by: **Steve Perialas**

Second by: **Kimberly Daniels**

Approval: **ALL IN FAVOR**

PROPOSED LONG-TERM GOALS RCCoA

- 1. Provide access to delivered meal service opportunities for eligible county seniors.**
- 2. Promote accessible socialization opportunities to reduce isolation for county seniors.**
- 3. Promote senior well-being through applicable classes, education, referrals and information sharing.**
- 4. Promote seniors' independence through direct provision of support services or referral to appropriate resources.**