

**MONTMORENCY COUNTY COMMISSION ON AGING MINUTES FOR
THURSDAY, NOVEMBER 21, 2013**

PRESENT: William Houston, Chairperson; Carol Athan, Vice-Chairperson; Betty Clark, Trustee; Bert LaFleche, County Commissioner; Judith Roth, Secretary; Corky Proulx, Treasurer; Theron Williams, Trustee

GUESTS: Anna Rogers, Executive Director; Marjean LaFleche; Yvonne Swagger, Tribune

- I. **Call to Order:** The meeting was called to order at 9:00 a.m. by Chairperson William Houston at the Montmorency County Commission on Aging office.
- II. **Roll Call:** Carol Athan, Bert LaFleche, Corky Proulx, Betty Clark, Theron Williams, Judith Roth and William Houston. Quorum established.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was led by Bert LaFleche.
- IV. **Mission Statement:** The MCCOA Mission Statement was read by William Houston.
- V. **Agenda:** Addition to the agenda, MCCOA minutes of April 21, 2011 and table XI—2012/2013 Audit to the January 16, 2014 meeting.
- VI. **Closed Session, Attorney Communication:** Into closed session at 9:02 a.m. upon **motion of** Carol Athan, **second by** Judith Roth. **Motion carried, 7-0.** Out of closed session at 9:07 a.m. upon **motion of** Carol Athan, **second by** Corky Proulx. **Motion carried, 7-0.**
- VII. **Secretary's Report:** Minutes of 09/19/13 and 10/24/13 were approved with date change under XII-A for Theron Williams's appointment to 08/31/16, not 08/31/13 upon **motion of** Carol Athan, **second by** Corky Proulx. **Motion carried, 7-0.** April 21, 2011 minutes were provided to the board and Mr. Bert LaFleche made the following statement and motion: "I was a member of the Montmorency County Commission on Aging Board of Directors in 2011 when the Board voted to terminate then-Executive Director Stacy Carroll's employment. I recall that our chairman at the time, Jim LeCureux, abstained from voting on Carroll's termination, and the minutes from the meeting accurately reflect his abstention.

Our Bylaws indicate that Robert's Rules of Order govern our proceedings, and Robert's Rules allow for the approval of meeting minutes other than those of the immediately preceding meeting.

I have re-reviewed the minutes from the April 21, 2011 meeting. Whether or not they were properly approved at the May 2011 meeting, I believe they were and are accurate. Therefore, in order to reinforce our approval of the April 21, 2011 meeting minutes, reassert their accuracy, and remove any doubt of the Board's position on the termination of Stacy Carroll, I hereby move that the Board approve the minutes of its regular meeting on April 21, 2011 and ratify the termination of Stacy Carroll as Executive Director." Motion was **supported by** Judith Roth. **Roll Call Vote:** Carol Athan-yes, Betty Clark-yes, Bert LaFleche-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes **Motion passed, 7-0.**

VIII. **Correspondence:** House Bill 4959 was discussed. **Motion by** Bert LaFleche to oppose House Bill 4959 via Resolution; **second by** Theron Williams. **Roll Call Vote:** Carol Athan-yes, Betty Clark-yes, Bert LaFleche-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston- yes **Motion passed, 7-0.**

Resolution Number 13-02

BOARD RESOLUTION OF MONTMORENCY COUNTY COMMISSION ON AGING IN OPPOSITION OF HB 4959 PROPOSED NO-FAULT LEGISLATURE

DULY PASSED ON NOVEMBER 21, 2013

IT IS RESOLVED, that the Montmorency County Commission on Aging is in opposition of the proposed No-Fault Legislature, HB 4959;

WHEREAS, by allowing people who are over 65 years old to completely opt out of the no-fault PIP coverage is inherently misleading, as it suggests to seniors that, because they are eligible for Medicare, they no longer need no-fault PIP coverage;

WHEREAS, without automobile no-fault insurance, seniors would also not have access, or would have limited access, to many medical resources that they currently are provided coverage with;

WHEREAS, within the State of Michigan there are approximately 18.2 percent of Michigan drivers that are age 65 and over, and currently 14.5 percent of claimants serviced by the Michigan Catastrophic Claims Association are individuals who were 65 years or older at the time of their accident;

WHEREAS, this bill could result in higher costs for all drivers. If all eligible seniors were to opt-out of this coverage, it would reduce the risk pool by 18.2%, which would increase the cost for the remaining policy holders. Additionally, the bill does not guarantee any specific, long term rate reduction for seniors;

THEREFORE, for the reasons stated above, the Montmorency County Commission on Aging is in opposition of HB 4959, No-Fault Legislation.

William Houston, III, Chairperson

Judith Roth, Secretary

Corleen Proulx, Treasurer

Carol Athan, Vice-Chairperson

Theron Williams, Trustee

Betty Clark, Trustee

Albert LaFleche, Mont. Co. Commissioner

- IX. **NEMCSA Representative:** Kelly Robinette was not present.
- X. **Public Comment:** None.
- XI. **2012/2013 Audit:** Tabled to 01/16/14.
- XII. **Financial Reports:**
- A. **Bank Balances & Accounts Payable:** Accounts payables were presented for September 18, 2013 to November 18, 2013 at \$38,524.40. **Motion by** Betty Clark to approve financial report and accounts payable in the amount of \$38,524.40; **second by** Theron Williams. **Roll Call Vote:** Carol Athan-yes, Betty Clark-yes, Bert LaFleche-yes Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 7-0.**
- B. **Payroll, Mileage & Liability Report:** Reviewed by Anna Rogers and the board.
- XIII. **New Business:**
- A. **Employment Changes:**
1. **New Hire:**
- a. Kevin Thompson, Backup Cook-aide/HDM drive, effective 10/7/13.
2. **Change of Status:**
- a. Karen Balcom Receptionist/MMAP Counselor, \$0.25 increase effective 11/04/13;
- b. Darlene Haeger, In Home Provider, increase of \$0.50 per hour effective 10/10/13;
- c. Renee Soik, In-Home Provider, increase of \$0.50 per hour effective 10/07/13.
3. **Termination:**
- a. Chelsea LaPorte, In Home Provider, resignation effective 09/29/13;
- b. Claudia David, Cook-Aide resignation effective 10/17/13;
- c. Sally Wineman, In Home Provider, resignation effective 10/24/13;
- d. Lisa Baumgarten, In Home Provider, resignation effective 11/14/13.
- Motion by** Judith Roth to accept the employment actions, **second by** Betty Clark. **Roll Call:** Carol Athan-yes, Betty Clark-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 6-0.**
- B. **2011/2013 Waiver Assessment:** Waiver assessment was conducted on 11/06/13, we are awaiting formal report. Verbal information received that no findings were noted.
- C. **Updated Job Description/Evaluation/Employment Application:** Updated job description for Secretary/Receptionist to include MMAP Counselor and Food Service Coordinator. For the employment application the date of birth has been removed. **Motion by** Betty Clark to accept the description/evaluation, **second by** Carol Athan. **Motion passed 6-0.**
- D. **NEMSCA Representative Appointments:** **Motion by** Betty Clark to appoint to the Northeast Michigan Regional Council on Aging, Ms. Carol Athan as the Montmorency County Delegate; and Corleen (Corky) Proulx as the Member at Large Representative for Montmorency County effective December 31, 2013, **second by** Theron Williams. **Motion passed 6-0.**
- E. **NEMCSA Statement of Grant Award:** Anna Rogers reported on the funding from NEMCSA with the delay of funds and grant awards. **Motion by** Bert LaFleche to accept both statements of grant

awards 2014-2 and 2014-3 and authorize Anna Rogers to sign both documents, **second by** Carol Athan. **Roll Call Vote:** Carol Athan-yes, Betty Clark-yes, Bert LaFleche-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 7-0.** Bert LaFleche exited meeting at 9:38 a.m.

- F. Snowplowing Bid: Advertisement for bids were conducted with one bidder. KNK Excavating bid for the 2013-2014 season: \$25 snowplowing, \$10 shoveling, \$5 salting and \$35 sanding of parking lot. **Motion by** Judith Roth to approve the bid from KNK Excavating for snowplowing, shoveling, salting and sanding the parking lot as stated, **second by** Corky Proulx. **Roll Call Vote:** Carol Athan-yes, Betty Clark-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 6-0.**
- G. Record Retention Policy: **Motion by** Corky Proulx to adopt the Record Retention Policy #MCCOA.r.02, **second by** Carol Athan. **Roll Call vote:** Carol Athan-yes, Betty Clark-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 6-0.**

XIV. **Committee and Staff Reports:**

- A. Food Service, Client Intake and Financial Reports: All reports were reviewed with the Board.
- B. Senior Center Reports:
1. Hillman Senior Center: Judith Roth reported that the Hunter's dinner was successful with 90 attendees. Raffle fundraiser of quilt, afghan, basket, and a tree stand offered. They will continue to have breakfast every third Sunday. The veteran's ceremony was held on November 11 by MCCOA, with all veterans presented recognized.
 2. Lewiston Senior Center: Carol Athan reported that they participated in the trunk or treat at the school for Halloween. Snowplowing at 50+ Club was awarded; Betty Clark is the new representative for Lewiston. A veteran's ceremony with pictures was hosted by MCCOA and each veteran was recognized. They will be hosting the home tour in July for the Lioness Club, trying to be proactive with people on the Luau next year that will be held in Lewiston.
 3. Atlanta Senior Center: Bill Houston reported that MCCOA hosted a Veteran's day ceremony on the 11th of November recognizing each veteran with a certificate and flag. Hunter's dinner of November 16th with 130 people in attendance. Bake sale was not as successful as last year but the raffle was very good. John Fazekas is new Secretary. Hazel Roberts is Trustee. The pool table was uncovered and is being used with a possible pool league being formed. New ceiling tile in kitchen and one row in dining room.

Request made by the Executive Committee to move the dinners on January 21, 22 and 23 to the other end of the hall to accommodate the Sno Drift Rally events of January 21 – 25, 2014. Discussion on dual rental of the center for three days. **Motion by** Corky Proulx that we share the premises for the Sno Drift Rally and MCCOA be allowed to use the centers rent free for three days, **second by** Judith Roth. **Motion passed 6-0.**

C. Executive Director Reports:

1. Project Connect: Attended on November 4. Due to low participation, Anna is not recommending MCCOA's participation in 2014.
2. Senior Boxes: The Presque Isle Electric and Gas "Community First Fund" grant has been submitted and the selection committee will meet in early December to review applications.

3. HIPPA: Updated Privacy Notices have been developed and sent to clients. Business Associate Agreements have been submitted to all vendors doing business with us that have access to HIPPA related documentation with a request for signature and return to MCCOA.
 4. Hunger Action Month: We were able to raise 276.45 pounds of food, or 314 items. This food was distributed to seniors in need.
 5. Health Insurance Marketplace: As required by law, communications were mailed to all employees and board members on the various options for coverage since MCCOA does not provide medical insurance.
 6. Millage Renewal: The Montmorency Count Board of Commissioners approved the August 4, 2014 millage renewal on November 13. Betty Clark was approved as the Lewiston Member at Large with term ending August 31, 2016.
 7. Nutrition Education: The nutrition education presentations by Karen Fifield from the MSU Extension Office will be as follows: Hillmans was November 12, Atlanta's date is November 26 and Lewiston's is November 25.
 8. Annual Audit: Dan Smith and his associate was on-site October 29. The formal presentation will be made on January 16, 2014.
 9. Lewiston Health Fair: Anna Rogers and Evelyn White attended the event at the St. Francis of Assisi Church in Lewiston on October 12. Attendance was low.
 10. Food Establishment Licenses: Lewiston received a 100% compliance report from District Health Dept. #4. All three centers passed with no issues identified.
 11. Veteran's Day: On November 11 in observance of Veteran's Day, each center hosted a program to honor and recognize our military veterans. With very positive feedback this will become an annual event.
 12. Holidays: Per the personnel policy, the office and centers will be closed on November 28 and 29 and December 24 and 25. Home delivered meal clients will receive frozen meals during that time and our homebound clients that wish services during that period will receive them.
 13. Workers Comp Claim: The individual that is on medical leave returns for another medical evaluation on December 19.
 14. Thanksgiving Baskets: We will be building the food baskets on the 22nd and 25th of this month and delivering on November 26. Volunteers would be appreciated.
- D. NEMCSA Report: Carol Athan reported on the meetings in Alpena and West Branch. There are no Federal funds for legal services, stated funds have been reduced and the funding is only through 01/15/14. The Veterans Funds that were reduced have been replaced by the legislature, fuel funds are gone. Emergency needs should be referred to local churches or other sources. The "Silver Alert" has been adopted. This is similar to the Amber Alert but for senior citizens.
- E. Finance/Food Committee: Anna Rogers discussed the joint meeting on November 11, 2013. **Motion by** Corky Proulx that the MCCOA Board restructure the HDM Program which is necessitated by the diminishing flow of both State and Federal funds. This restructuring would allow MCCOA to continue to operate the HDM program for clients without interruption and become effective December 16, 2013. HDM meals will be delivered two days per week of two hot and five frozen and telephone reassurance calls made to HDM clients on the other two days of suspended delivery. **Motion was second by** Judith Roth. **Roll Call Vote**: Carol Athan-yes, Betty Clark-yes, Bert LaFleche-yes, Judith Roth-yes, Corky Proulx-yes, Theron Williams-yes, William Houston-yes. **Motion passed 7-0.** (Conducted earlier in meeting prior to LaFleche exit).

XIII. **Old Business:**

A. **Senior of the Month Nominations:** Nominations were requested for December and January recipients. For December 2013 Ms. Barb Steele was selected **by motion of** Corky Proulx, **second of** Betty Clark. **Motion carried, 6-0.** For January 2014, Mr. Marvin McLaren was chosen upon **motion of** Judith Roth, **second by** Corky Proulx. **Motion carried, 6-0.**

XV. **Adjournment: Motion by** Corky Proulx to adjourn the meeting at 10:40 a.m., **second by** Carol Athan. **Motion passed 6-0.**

Minutes transcribed by,

Karen Balcom
Acting Recording Secretary