

**MONTMORENCY COUNTY COMMISSION ON AGING**  
**MINUTES FOR MAY 17, 2018**

**PRESENT:** William “Ed” Beswick, Chairperson; Elaine Ableidinger, Vice-Chairperson; Corky Proulx, Treasurer; Betty Clark, Secretary; Vickie Clayton, Trustee; Bert LaFleche, County Commissioner

**GUESTS:** Anna Rogers, Executive Director; Kelly Robinette, NEMCSA; Yvonne Swagger, Montmorency County Tribune

- I. **Call to Order:** The meeting was called to order at 9:30 a.m. by Chairperson Ed Beswick at the Montmorency County Commission on Aging office.
  
- II. **Roll Call:** Quorum established; six members present.
  
- III. **Pledge of Allegiance:** The Pledge of Allegiance was led by Ed Beswick.
  
- IV. **Mission Statement:** The MCCOA Mission Statement was read by Betty Clark.
  
- V. **Agenda:** **Motion by** Corky Proulx to approve the agenda as presented, **second by** Elaine Ableidinger. **Motion carried, 6-0.**
  
- VI. **Secretary’s Report:** **Motion by** Elaine Ableidinger to approve the minutes of 03/15/18 as presented, **second by** Betty Clark. **Motion carries, 6-0.**
  
- VIII. **Correspondence:** Public hearing for Annual Implementation Plan for NEMCSA on 05/21/18; donation by National Honor Student Jozie Appelgren.
  
- IX. **NEMCSA Representative:** Kelly Robinette reported that she is working on scheduling a meeting between COA cooks and GFS; a Nutrition Summit will be held in August; the AASA Nutrition Standards have been revised with implementation date of 10/01/19. Anna Rogers advised the Board that with these changes there will be the need for the Food Committee to meet to discuss development of a “COA Project Council” comprised of community members.
  
- X. **Public Comment:** No requests.

XI. **Financial Reports:**

- A. **Bank Balance Summary:** The bank balance summary was reviewed by the Board.
- B. **Payroll, Mileage, Liability Reports and Accounts Payable:** Reports were reviewed with the board and accounts payable presented for the period of 03/15/18 through 05/17/18. **Motion by** Elaine Ableidinger to approve Accounts Payable in the amount of \$42,728.87, **second by** Bert LaFleche. **Roll Call: Betty Clark-yes; Ed Beswick-yes; Corky Proulx-yes; Bert LaFleche-yes; Elaine Ableidinger-yes; Vickie Clayton-yes. Motion carried, 6-0.**

XII. **Old Business:**

- A. **Lewiston Representative:** Information has been received that Margaret Lee will be moving out of area. A replacement has been identified and will be presented at the July meeting. Tabled.

XIII. **New Business:**

- A. **Employment Actions: New:** M. Traub, In Home, 04/02/18; J. Keegan, In Home, 04/10/18; D. Hartle, In Home; 04/23/18; C. LaClair, In Home Coordinator, 04//24/18. **Current:** S. Schook-Ledger, In Home, Full time 04/29/18; A. Tennant, In Home, Full Time 06/10/18; C. Taylor, In Home, 05/24/18. **Termination:** A. Rounding, In Home, 03/30/18; **Volunteer:** Judy Glandon. **Motion by** Betty Clark, **second by** Corky Proulx to approve employment actions as presented. **Motion carried, 6-0.**
- B. **General and In Home Services Assessment:** The report for the 03/22/18 assessment was received with No findings or recommendations on both categories in addition to participant file review. **Motion by** Bert LaFleche, **second by** Vickie Clayton to authorize Executive Director to accept and file the report. **Motion carried, 6-0.**
- C. **Workers Compensation Insurance Renewal:** The current policy with Accident Fund has resulted in a decrease classification rate cost for the four classes, in addition to a reduction to the state modifier rate that will result in a decrease in cost for the policy. The Board was cautioned that the decrease is on the current payroll but with the anticipated increase in payroll costs for 2018/2019, the policy premium will increase slightly. **Motion by** Corky Proulx, **second by** Betty Clark to accept the Accident Fund Workers Compensation Policy. **Roll call: Ableidinger-yes; LaFleche-yes; Clayton-yes; Clark-yes; Proulx-yes; Beswick-yes. Motion carried, 6-0.**
- D. **2018/2019 Request for Proposal:** The annual RFP's for Elder Abuse, National Family Caregiver, Merit, and Evidence Based Disease Prevention Health Promotion is underway with a due date of 06/04/18. Executive Director is working on the RFP for the funding for NPC and EBDP funds. **Motion by** Elaine Ableidinger, **second by** Betty Clark to authorize Executive Director to submit and sign the RFP for the 2018/2019 fiscal year. **Roll call: Ableidinger-yes; LaFleche-yes; Clayton-yes; Clark-yes; Proulx-yes; Beswick-yes. Motion carried, 6-0.**

XIV. **Committee and Staff Reports:**

- A. **Food Service, Client Intake and Financial Reports:** All reports were reviewed with the Board and questions answered.

B. Senior Center Reports:

1. Hillman Senior Center: Elaine reported that a Euchre Tournament will be held on 06/30/18; Memorial weekend a garage sale will be held along with the Sunday breakfast.
2. Lewiston Senior Center: Betty reported that a sale and breakfast is being hosted Memorial weekend.
3. Atlanta Senior Center: Ed reported that the Atlanta Center will also be hosting a sale on 05/26/18. Bingo and Bunko are being held every other Thursday with the Bingo at no cost to participants and prizes donated by individuals with no license required. Discussion on the relocation of the shed from the MCCOA office to the Atlanta Center with a quote from K&K Excavating of \$300.00. **Motion by** Corky Proulx, **second by** Betty Clark to approve the relocation bid to K&K at \$300.00. **Roll call: Ableidinger-yes; LaFleche-yes; Clayton-yes; Clark-yes; Proulx-yes; Beswick-yes. Motion carried, 6-0.**

C. Executive Director Reports:

1. Fiscal Assessment: The annual fiscal assessment is under review with NEMCSA to allow for low risk providers to have a minimum of one on-site fiscal assessment during the AAA's multi-year plan cycle. Because MCCOA falls within this category due to past assessments with no findings or recommendations, if adopted, this would mean that MCCOA would only have one assessment within a three-year period.
  2. Nutrition Assessment: Both the congregate and home delivered meal annual assessment will be held on 07/18/18 at the Lewiston Center with Kelly Robinette.
  3. Senior Project Fresh: The annual distribution of \$20.00 coupons has begun and will continue to the end of October. Seniors may apply for the coupons at the office and on designated days at the three centers. Additional coupons were provided to MCCOA for distribution this year.
- D. NEMCSA Report: Corky Proulx reported that she attended the "Older Michigianian Day" on 05/16/18 in Lansing and met with Senators Schmidt, Stamos and staff from Representative Allor's office. Information was shared on the potential for low income housing/offices for NEMCSA but this is still in the planning process.

XIV. **Adjournment:** Meeting adjourned at 10:25 a.m. by **motion of** Bert LaFleche, **second by** Corky Proulx. **Motion carried, 6-0.**

Respectfully submitted,

Anna M. Rogers  
Executive Director