

MONTMORENCY COUNTY COMMISSION ON AGING
MINUTES FOR July 29, 2021

PRESENT: Elaine Ableidinger, Chairperson; Julie Kendrick, Vice-Chairperson; Corky Proulx, Treasurer; Pamela Austin, Secretary

ABSENT: Janet Demeulenaere, Trustee; Geyer Balog, Montmorency County Board of Commissioner

STAFF: Anna Rogers, Executive Director

GUESTS: Yvonne Swagger, Tribune; Lloyd Peltier, Hillman Center President

- I. **Call to Order:** The meeting was called to order at 10:00 a.m. by Chair Elaine Ableidinger at the MCCOA Office.
- II. **Roll Call:** Quorum established; four members present.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was led by Corky Proulx.
- IV. **Mission Statement:** The MCCOA Mission Statement was read by Pamela Austin.
- V. **Agenda:** Addition: Add X, B: Lewiston Representative. **Motion by** Corky Proulx to approve the agenda with additions, **second by** Pamela Austin. **Motion carried, 4-0.**
- VI. **Secretary's Report:** **Motion by** Julie Kendrick to approve minutes of 06/24/21 as written, **second by** Corky Proulx. **Motion carried 4-0.** Closed minutes of 06/24/21 were approved with addition of Anna Rogers under staff by **motion of** Julie Kendrick, **second by** Pamela Austin. **Motion carried, 4-0.**
- VII. **Correspondence:** Response from MDHHS, Marla Price, Nutrition Specialist regarding second meal correspondence and Transmittal Letter 2021-460 from MDHHS pertaining to reopening and rescission of emergency orders.
- VIII. **Public Comments:** None.
- IX. **Financial Reports:**
 - A. **Bank Balance Summary:** The bank balance summary was reviewed by the Board.
 - B. **Mileage, Liability Reports and Accounts Payable:** Reports were reviewed with the board and accounts payable presented for the period of 06/24/21 through 07/29/21. **Motion by** Corky Proulx to approve Accounts Payable in the amount of \$37,829.06, **second by** Pamela Austin. **Roll call: Yes: Proulx, Kendrick, Austin, Ableidinger. Nays—0. Motion carried, 4-0.**

X. **Old Business:**

- A. **Site Agreements:** Finance Committee met with representatives of the three centers and submitted recommendations for the site agreements for 10/01/21-09/30/22. Recommendations to increase daily rate to \$55.00 per day (\$10.00 increase), four days per week in addition to MCCOA absorbing costs that were previously shared 50/50. **Motion by** Corky Proulx to approve the Atlanta, Hillman and Lewiston Senior Center site agreements for 10/01/21-09/30/22 as written, **second by** Julie Kendrick. **Roll call: Proulx-yes; Kendrick-yes; Austin-yes; Ableidinger-yes. Motion carried, 4-0.** Anna to investigate direct deposit option for payments.
- B. **Lewiston Center Representative:** Elaine and Julie to meet with Lewiston President to discuss and another ad will be placed advertising open position with requirements.

XI. **New Business:**

- A. **Employment Actions:** New: M. Shaw, Care Aide, S. Lindbert, LPN. Current: T. Oberski, Cook. Resignation: M. Shaw, Care Aid. **Motion by** Julie Kendrick to approve employment actions as presented, **second by** Corky Proulx. **Motion carried, 4-0.**
- B. **Ableidinger Appointment:** Elaine's term for MCCOA as the Hillman Center representative will end 08/31/21 and she will not seek an additional appointment. The Hillman Center will be submitting their request for appointment.
- C. **Emergency Response Manual:** Revisions to the MCCOA Emergency Response Manual were presented to include cooling station language. **Motion by** Pamela Austin to approve revisions to the Emergency Response Manual, **second by** Julie Kendrick. **Motion carried, 4-0.**

XII. **Committee and Staff Reports:**

- A. **Personnel Committee:** Committee will be meeting on August 3.
- B. **Client and Financial Reports:** Information presented to Board with no questions.
- C. **Senior Center Reports:**
- i. **Atlanta Center:** Julie indicated meeting date had been changed but she was not notified, therefore nothing to report.
 - ii. **Lewiston Center:** Upcoming Euchre tournament.
 - iii. **Hillman Center:** Elaine reported that they will be hosting a yard sale over Labor Day weekend, they will also be hosting a Euchre tournament and during VJ Day there will be a car show on August 14 and they will have a booth selling food.
- D. **Executive Director Report:**
- i. **Project Council:** A summary of the July 13 meeting was presented by Corky. Discussions centered on nutrition standards, food costs, menu choices, surveys, education, Internet access, serving time and the MCCOA picnic. Anna to provide the formula to the board for the food costs and the issue of serving time to be posed to each center for feedback. Hillman representatives are Fred and Carrie Fisher. Committee will be holding another meeting.
 - ii. **Employee Program:** A new program has been implemented for employee's suggestions on ways to improve our programs, operations and client/staff interactions. A small incentive will be given for suggestions that are incorporated.

- iii. MCCOA Picnic: The annual picnic is scheduled for August 18 from 3:00 to 5:00 p.m. at the Atlanta Senior Center. The congregate meals will not be served in Lewiston or Hillman that day and the home delivered meals will not be affected. All MCCOA and Senior Center board members are encouraged to attend. Pre-registration is required and cost is by donation.
 - iv. Senior Project Fresh: Coupons in amount of \$20.00 are available to Montmorency County residents over 60 that meet income guidelines. Distribution has been taking place through the office and senior centers along with nutritional education from MSU. A large number remain and Pamela offered to contact the veteran's representative to inform of program.
 - v. Educational Series: The Matter of Balance classes begin 08/31/21, Be Food Safe and Ready for Emergencies on 09/22/21 and Cooking for One on 08/31/21. Each series are multi-session offerings.
 - vi. Board Document Review: The MCCOA Mission Statement and MCCOA ByLaws are due for review. **Motion by Julie Kendrick, second by Pamela Austin to refer to ByLaws/Policy Committee for review. Motion carried, 4-0.**
 - vii. Food Donation: MCCOA was the recipient of food products resulting from the jail closure. A thank you letter and inventory was sent to the Montmorency County Board of Commissioners, Sheriff Chad Brown and Lisa Foltz thanking them for the generous donation.
 - viii. Workers Comp Audit: The annual audit for 2020/2021 was conducted resulting in a reduced modifier rate of 1.0 to 0.91 that resulted in a refund of \$1,398.00.
- E. NEMCSA Report: Julie reported that a narcotic abuse speaker for the elderly provided information and is available for reference.

XIII. Closed Session: **Motion by Corky Proulx to go into closed session at 11:14 a.m. to discuss legal case, second by Pamela Austin. Motion carried, 4-0.**

Into open session at 11:23 a.m. upon **motion of Corky Proulx, second by Pamela Austin. Motion carried, 4-0.**

Motion by Corky Proulx to authorize Executive Director to contact attorney for inquiry into costs for a debtor's exam for recovery of remaining judgment on Carroll case and if additional attorney costs could be added to judgment, second by Pamela Austin. Roll call: Proulx-yes; Kendrick-yes; Austin-yes; Ableidinger-yes. Motion carried, 4-0.

XIV. Adjournment: Meeting adjourned at 11.40 a.m. upon **motion of Corky Proulx, second by Pamela Austin. Motion carried, 4-0.**

Recorded by Anna M. Rogers, Executive Director.

Submitted by,

Pamela Austin
Secretary