

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Special Board Orientation Meeting
August 29, 2006 @ Grayling Township Hall

The meeting was called to order at 8:47 am.

Board Members in Attendance: Lynn Hagon, Jack Mahank, Joan Miller, Howard Taylor and Linda Munsey.

Absent: Mike Lange

Also in attendance: Alice Snyder, Melanie Conway and presenters.

The Pledge of Allegiance was led by Miller.

The Invocation was offered by Director Snyder.

Agenda:

MOTION by Miller, second by Hagon to approve the AGENDA as written with the flexibility to postpone items 10 and 11 if time runs short.

5 ayes

0 no

MOTION passes

General Board Training, Open Meetings Act, Roberts Rules Of Order – Sandy Moore, Crawford County Clerk

Moore led an orientation and discussion on Robert's Rules of Order. A handout was given. Suggestion made to purchase a book such as "Idiot's Guide to Roberts Rules of Order". Various topics were covered including closed sessions, roll call votes, tape recording and public comment. Moore handed out a summary of Open Meetings Act and discussed how it applied to the COA Board.

Board member, Mike Lange arrived at 9:07am during Moore's presentation.

Overview Of Nemcsa And The Region Ix Area Agency On Aging - John Swise, NEMCSA Chief Executive Officer and Sue Schuler, Region IX Area Agency on Aging Director

Swise and Schuler presented information to the board on the programs and structure of the NEMCSA organization and handed out their 2005 Annual Report. Discussions with the board occurred regarding the need to change federal programs to meet the needs of the upcoming aging population and to increase funding.

Break – Chairman Mahank called for break at 10:17am. Board member Lynn Hagon left meeting at this time.

COA Financial Statements, Freedom of Information Act (FOIA), Health Insurance Portability Act of 1996 (HIPPA) – Paul Compo, Crawford County Controller

Reconvened after break and Compo presented handouts and information on FOIA and HIPPA as well as an overview of Public Finance. Compo has been appointed as both the FOIA and HIPPA officer for Crawford County.

Overview of Commission on Aging – MOTION by Taylor, second by Lange to table agenda item until our next regular board meeting. 5 ayes, 0 no MOTION passes.

Policy Governance - MOTION by Taylor, second by Lange to table agenda item until our next regular board meeting. 5 ayes, 0 no MOTION passes.

Adjournment: MOTION by Lange, second by Taylor to ADJOURN the meeting.
5 ayes 0 no MOTION passes

Meeting ADJOURNED at 11:30 am.

Jack Mahank, Chairperson

Alice Snyder, Recording Secretary