

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
June 23, 2010 @ Grayling Senior Center

The meeting was called to order at 1:01 p.m. by Chairman, Jack Mahank.

Board members in attendance: Kathy Rogers, Linda Munsey, Jack Mahank, Don Williams, Helen Nolan, and Dean McCray

Board members absent: Howard Taylor, absent with notice.

Also in attendance: Director Snyder, Melanie Conway, Cornell Insurance representative, Franklin Benefit Solutions representative and County Administrator Paul Compo.

The Pledge of Allegiance was led by Don Williams. The invocation was offered by Helen Nolan.

AGENDA – Motion by Nolan, supported by Williams, to approve the agenda. Ayes (6) six, nay (0). Motion carried.

MINUTES

Motion by McCray, supported by Nolan, to approve the minutes of the May 26, 2010 board meeting. Ayes (6) six, nay (0) none. Motion carried.

FINANCIAL REPORT – May 31, 2010

The budget is in the black \$1,862.56. Last year the budget was in the black \$18,690.83 at this time. Director Snyder stated HDM continues to use millage monies to support the program. A fundraiser is planned for HDM which will help support the program. The fundraiser department is currently in the red. The raffle that is taking place currently and the rummage sale in August will bring in revenue to help end the year in the black. Examined the costs of contacted meals. Director Snyder expressed concern about the budget and ending in the black this fiscal year as we've been running so close to the bottom line. Motion by McCray, supported by Munsey, to receive and file the financial report ending May 31, 2010. Ayes (6) six, nay (0) none. Motion carried.

CORRESPONDENCE - No correspondence has been received.

REPORTS

A. Director's Report

Director Snyder announced Sandy Russell started as the new MMAP person and has averaged 17 hours a week since she began. When she started there was back log of referrals. She also attended a 2 day training. She continues to receive 3 or more referrals weekly and may be needed more than the 10 hrs weekly as discussed. Sandy stated she was able to work up to 20 hrs a week which would be about \$3,060 in wages through the end of September. Director Snyder stated the budget will not support the a MMAP staff person this fiscal year or next. If this position is to continue it will have to be supported out of the fund balance. Reevaluation will take place in September regarding this position. Motion by Williams, supported by Nolan to authorize the Director to spend up to \$4,000 through the end of September for MMAP personnel, to be paid for out of the fund balance.

Roll Call Rogers, yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, and McCray yes. Ayes (6) six, Nay (0). Motion carried.

Nolan congratulated Director Snyder and the 2 ladies that helped make the health fair a success. Discussion regarding next year's budget cuts. The amount of the cuts could be more than \$25,000. Director Snyder stated she is looking to cut spending through health insurance premiums. Other items pending that could affect the budget are negotiations of the lease and union negotiations for the next fiscal year. Director Snyder reported she does not plan to hire a full time bookkeeper at this time. Chris Davis has been working about 10 hours a week, Director Snyder, Assistant Director, Melanie Conway and Experience Works employee, Helen Nolan continue to pick up the slack. Discussion pertaining to waiting lists. There currently is no waiting list for programs. Depending on next years budget the Board may have to look at prioritizing programs to accommodate the budget. Motion by Munsey, supported by Nolan, to receive and file the Director's Report. Ayes (6) six, nay (0). Motion carried.

- B. **NEMCSA** – Mahank reported the draft of the 2011 implementation plan has been reviewed and approved at the last NEMCSA meeting and can be viewed on the web site.
- C. **Area Agency on Aging** – No meeting yet this month.
- D. **Gazette Advertising** –Revenue from the Gazette advertisements total \$11,000 this year. \$12,000 was the estimate for us to break even on the Gazette. Board members were asked to follow up with businesses if the ad has expired or will be expiring. Director Snyder asked Board member to contact businesses if the account is outstanding and the business has not paid for 60+ days.

OLD BUSINESS

A. Employee Health Insurance

Director Snyder introduced Linda Northrup, representative from Cornell Insurance and Michael Spleet from Franklin Benefit Solutions. Director Snyder provided a break down of different benefit options for the employees. The differences were discussed and explained with questions being asked and answered from the representatives. A recess at 2:31pm was taken and reconvened at 2:39pm.

Director Snyder recommended the Priority Health PPO1 Health Savings Account plan with Franklin Benefits Solutions as it would be a significant savings to the agency and the employees would have comparable coverage. Motion by Munsey supported by Williams to accept the Directors recommendation to switch to Franklin Benefits 100% funded HSA PPO1 plan with Priority Health with a savings of \$16,885.20. Motion by Rogers supported by Nolan to table the motion until later in the meeting after 10.C. Ayes (6) six, Nays(0). Motion carried.

NEW BUSINESS

- A. **Region 9 COA Board Sharing Session** - Move to next months meeting.
- B. **Policy Governance Calendar –Evaluation of Ends** - Move to next months meeting.

C. Union Contract Negotiations

Director Snyder requested to go into closed session to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Motion by Rogers supported by Williams to close the meeting to discuss the Union Contract to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Ayes (6) Nays (0). Closed session began at 3:05 pm. Motion by Munsey supported by Nolan to come out of closed meeting at 3:31 pm. Roll call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Motion by Nolan supported by McCray to approve the minutes of the closed session. Ayes (6) Nays (0). Motion carried.

Agenda Item 9.A. Continued - Motion by Williams and supported by McCray to untable the motion to accept Director Snyders recommendation to switch to Priority Health PPO1/HSA with Franklin Benefit Solutions with a savings of 16,885.20. Ayes (6) Nays (0) absent Taylor. Motion by Munsey supported by Williams to accept Director Snyder's recommendation to switch to Franklin Benefits 100% funded HSA PPO1 plan with Priority Health with a savings of \$16,885.20. Roll Call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Director Snyder will notify Franklin Benefit Solutions to begin process to switch effective August 1st.

D. COA Raffle

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BOARD MEMBER COMMENTS/CONCERNS None

PUBLIC COMMENT None

ADJOURNMENT

Motion by Nolan, supported by Williams, to adjourn. Ayes (6) six, nay (0). Motion carried. Meeting adjourned at 3:41 pm.

Jack Mahank, Chairperson

Melanie Conway, Recording Secretary

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Director Snyder requested to go into closed session to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Motion by Rogers supported by Williams to close the meeting to discuss the Union Contract to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Ayes (6) Nays (0). Closed session began at 3:05 pm. Motion by Munsey supported by Nolan to come out of closed meeting at 3:31 pm. Roll call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Motion by Nolan supported by McCray to approve the minutes of the closed session. Ayes (6) Nays (0). Motion carried.

Agenda Item 9.A. Continued - Motion by Williams and supported by McCray to untable the motion to accept Director Snyders recommendation to switch to Priority Health PPO1/HSA with Franklin Benefit Solutions with a savings of 16,885.20. Ayes (6) Nays (0) absent Taylor. Motion by Munsey supported by Williams to accept Director Snyder's recommendation to switch to Franklin Benefits 100% funded HSA PPO1 plan with Priority Health with a savings of \$16,885.20. Roll Call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Director Snyder will notify Franklin Benefit Solutions to begin process to switch effective August 1st.

D. COA Raffle

All board members are encouraged to sell raffle tickets to help the COA . Seniors and employees will also be asked to help sell raffle tickets.

BOARD MEMBER COMMENTS/CONCERNS None

PUBLIC COMMENT None

ADJOURNMENT

Motion by Nolan, supported by Williams, to adjourn. Ayes (6) six, nay (0). Motion carried. Meeting adjourned at 3:41 pm.

Jack Mahank, Chairperson

Melanie Conway, Recording Secretary

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
June 23, 2010 @ Grayling Senior Center

The meeting was called to order at 1:01 p.m. by Chairman, Jack Mahank.

Board members in attendance: Kathy Rogers, Linda Munsey, Jack Mahank, Don Williams, Helen Nolan, and Dean McCray

Board members absent: Howard Taylor, absent with notice.

Also in attendance: Director Snyder, Melanie Conway, Cornell Insurance representative, Franklin Benefit Solutions representative and County Administrator Paul Compo.

The Pledge of Allegiance was led by Don Williams. The invocation was offered by Helen Nolan.

AGENDA – Motion by Nolan, supported by Williams, to approve the agenda. Ayes (6) six, nay (0). Motion carried.

MINUTES

Motion by McCray, supported by Nolan, to approve the minutes of the May 26, 2010 board meeting. Ayes (6) six, nay (0) none. Motion carried.

FINANCIAL REPORT – May 31, 2010

The budget is in the black \$1,862.56. Last year the budget was in the black \$18,690.83 at this time. Director Snyder stated HDM continues to use millage monies to support the program. A fundraiser is planned for HDM which will help support the program. The fundraiser department is currently in the red. The raffle that is taking place currently and the rummage sale in August will bring in revenue to help end the year in the black. Examined the costs of contacted meals. Director Snyder expressed concern about the budget and ending in the black this fiscal year as we've been running so close to the bottom line. Motion by McCray, supported by Munsey, to receive and file the financial report ending May 31, 2010. Ayes (6) six, nay (0) none. Motion carried.

CORRESPONDENCE - No correspondence has been received.

REPORTS

A. Director's Report

Director Snyder announced Sandy Russell started as the new MMAP person and has averaged 17 hours a week since she began. When she started there was back log of referrals. She also attended a 2 day training. She continues to receive 3 or more referrals weekly and may be needed more than the 10 hrs weekly as discussed. Sandy stated she was able to work up to 20 hrs a week which would be about \$3,060 in wages through the end of September. Director Snyder stated the budget will not support the a MMAP staff person this fiscal year or next. If this position is to continue it will have to be supported out of the fund balance. Reevaluation will take place in September regarding this position. Motion by Williams, supported by Nolan to authorize the Director to spend up to \$4,000 through the end of September for MMAP personnel, to be paid for out of the fund balance.

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- C. **Area Agency on Aging** – No meeting yet this month.
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NEW BUSINESS

- A. **Region 9 COA Board Sharing Session** - Move to next months meeting.
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Nolan congratulated Director Snyder and the 2 ladies that helped make the health fair a success. Discussion regarding next year's budget cuts. The amount of the cuts could be more than \$25,000. Director Snyder stated she is looking to cut spending through health insurance premiums. Other items pending that could affect the budget are negotiations of the lease and union negotiations for the next fiscal year. Director Snyder reported she does not plan to hire a full time bookkeeper at this time. Chris Davis has been working about 10 hours a week, Director Snyder, Assistant Director, Melanie Conway and Experience Works employee, Helen Nolan continue to pick up the slack. Discussion pertaining to waiting lists. There currently is no waiting list for programs. Depending on next years budget the Board may have to look at prioritizing programs to accommodate the budget. Motion by Munsey, supported by Nolan, to receive and file the Director's Report. Ayes (6) six, nay (0). Motion carried.

- B. **NEMCSA** – Mahank reported the draft of the 2011 implementation plan has been reviewed and approved at the last NEMCSA meeting and can be viewed on the web site.
- C. **Area Agency on Aging** – No meeting yet this month.
- D. **Gazette Advertising** –Revenue from the Gazette advertisements total \$11,000 this year. \$12,000 was the estimate for us to break even on the Gazette. Board members were asked to follow up with businesses if the ad has expired or will be expiring. Director Snyder asked Board member to contact businesses if the account is outstanding and the business has not paid for 60+ days.

OLD BUSINESS

A. Employee Health Insurance

Director Snyder introduced Linda Northrup, representative from Cornell Insurance and Michael Spleet from Franklin Benefit Solutions. Director Snyder provided a break down of different benefit options for the employees. The differences were discussed and explained with questions being asked and answered from the representatives. A recess at 2:31pm was taken and reconvened at 2:39pm.

Director Snyder recommended the Priority Health PPO1 Health Savings Account plan with Franklin Benefits Solutions as it would be a significant savings to the agency and the employees would have comparable coverage. Motion by Munsey supported by Williams to accept the Directors recommendation to switch to Franklin Benefits 100% funded HSA PPO1 plan with Priority Health with a savings of \$16,885.20. Motion by Rogers supported by Nolan to table the motion until later in the meeting after 10.C. Ayes (6) six, Nays(0). Motion carried.

NEW BUSINESS

- A. **Region 9 COA Board Sharing Session** - Move to next months meeting.
- B. **Policy Governance Calendar –Evaluation of Ends** - Move to next months meeting.

C. Union Contract Negotiations

Director Snyder requested to go into closed session to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Motion by Rogers supported by Williams to close the meeting to discuss the Union Contract to include Assistant Director, Melanie Conway and County Administrator, Paul Compo. Ayes (6) Nays (0). Closed session began at 3:05 pm. Motion by Munsey supported by Nolan to come out of closed meeting at 3:31 pm. Roll call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Motion by Nolan supported by McCray to approve the minutes of the closed session. Ayes (6) Nays (0). Motion carried.

Agenda Item 9.A. Continued - Motion by Williams and supported by McCray to untable the motion to accept Director Snyders recommendation to switch to Priority Health PPO1/HSA with Franklin Benefit Solutions with a savings of 16,885.20. Ayes (6) Nays (0) absent Taylor. Motion by Munsey supported by Williams to accept Director Snyder's recommendation to switch to Franklin Benefits 100% funded HSA PPO1 plan with Priority Health with a savings of \$16,885.20. Roll Call Rogers yes, Taylor absent, Munsey yes, Mahank yes, Nolan yes, Williams yes, McCray yes. Motion carried. Director Snyder will notify Franklin Benefit Solutions to begin process to switch effective August 1st.

D. COA Raffle

All board members are encouraged to sell raffle tickets to help the COA . Seniors and employees will also be asked to help sell raffle tickets.

BOARD MEMBER COMMENTS/CONCERNS None

PUBLIC COMMENT None

ADJOURNMENT

Motion by Nolan, supported by Williams, to adjourn. Ayes (6) six, nay (0). Motion carried. Meeting adjourned at 3:41 pm.

Jack Mahank, Chairperson

Melanie Conway, Recording Secretary

MINUTES

CRAWFORD COUNTY COMMISSION ON AGING
Regular Board Meeting
June 23, 2010 @ Grayling Senior Center

The meeting was called to order at 1:01 p.m. by Chairman, Jack Mahank.

Board members in attendance: Kathy Rogers, Linda Munsey, Jack Mahank, Don Williams, Helen Nolan, and Dean McCray

Board members absent: Howard Taylor, absent with notice.

Also in attendance: Director Snyder, Melanie Conway, Cornell Insurance representative, Franklin Benefit Solutions representative and County Administrator Paul Compo.

The Pledge of Allegiance was led by Don Williams. The invocation was offered by Helen Nolan.

AGENDA – Motion by Nolan, supported by Williams, to approve the agenda. Ayes (6) six, nay (0). Motion carried.

MINUTES

Motion by McCray, supported by Nolan, to approve the minutes of the May 26, 2010 board meeting. Ayes (6) six, nay (0) none. Motion carried.

FINANCIAL REPORT – May 31, 2010

The budget is in the black \$1,862.56. Last year the budget was in the black \$18,690.83 at this time. Director Snyder stated HDM continues to use millage monies to support the program. A fundraiser is planned for HDM which will help support the program. The fundraiser department is currently in the red. The raffle that is taking place currently and the rummage sale in August will bring in revenue to help end the year in the black. Examined the costs of contacted meals. Director Snyder expressed concern about the budget and ending in the black this fiscal year as we've been running so close to the bottom line. Motion by McCray, supported by Munsey, to receive and file the financial report ending May 31, 2010. Ayes (6) six, nay (0) none. Motion carried.

CORRESPONDENCE - No correspondence has been received.

REPORTS

A. Director's Report

Director Snyder announced Sandy Russell started as the new MMAP person and has averaged 17 hours a week since she began. When she started there was back log of referrals. She also attended a 2 day training. She continues to receive 3 or more referrals weekly and may be needed more than the 10 hrs weekly as discussed. Sandy stated she was able to work up to 20 hrs a week which would be about \$3,060 in wages through the end of September. Director Snyder stated the budget will not support the a MMAP staff person this fiscal year or next. If this position is to continue it will have to be supported out of the fund balance. Reevaluation will take place in September regarding this position. Motion by Williams, supported by Nolan to authorize the Director to spend up to \$4,000 through the end of September for MMAP personnel, to be paid for out of the fund balance.

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