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# OTSEGO COUNTY COMMISSION ON AGING

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## BOARD OF DIRECTORS MEETING MINUTES December 10, 2014 University Center, Room U-111

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**Attending Voting Members:** J. Thompson, M. Sanders, P. Slominski,  
J. Duff, R. Edel, J. Mathis, P. Carroll

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**Non-Voting Members:** L. Olsen, Otsego County Board of  
Commissioners

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**Excused Voting Members:** J. Camiller, G. Mertz

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**Attending Staff:** D. Wishart, Executive Director  
D. Gehman, Director  
E. Godek, Research & Volunteer Coordinator  
A. Mayer, Accountant

**Guests:** Joel Ackerman, President, River Systems, LLC  
Keith Moore, Interim Director, United Way  
John Panci, Advocacy Assistant Coordinator and  
MMAP Counselor  
Dan Smith, CPA  
Bill Wishart, Council Member, City of Gaylord

## Call to Order

President Thompson called the meeting to order at 10:05 a.m. The board paused for a moment of silence. The guests, J. Ackerman, K. Moore, J. Panci, D. Smith and B. Wishart, were welcomed. A quorum was present.

## Agenda

A request for a motion to approve the Consent Agenda was made by J. Thompson.

*A motion was made by R. Edel and seconded by M. Sanders to approve the Consent Agenda. Motion carried.*

# Open Forum

The following comments were briefly reported:

- L. Olsen inquired about the status of the building lease contract renewal for the Otsego Haus. D. Gehman noted that a review of the contract was in process.

## President's Report

The president, J. Thompson, briefly reported the following:

- Board member re-appointments – J. Duff and J. Mathis have agreed to serve on the board for three more years, each.

*A motion was made by M. Sanders and seconded by R. Edel to approve the re-appointments of J. Duff and J. Mathis for three-year terms, each, to the Otsego County Commission on Aging Board of Directors. Motion carried.*

- Board Member Appreciation – P. Slominski is retiring from the board, after today's meeting. J. Thompson thanked her for her years of service and presented her with an appreciation plaque. P. Slominski shared some reflections regarding her years of service on the board.
- Independent Audit Report - Dan Smith, CPA
  - D. Smith, CPA, provided a brief report on the Otsego County Commission on Aging Audited Financial Statements for year ending September 30, 2014.
    - He noted that he and his associate, Kathy Hines, had a terrific experience working with the agency during the audit. The staff has always shown proficiency and professionalism. A. Mayer and N. Chick do an outstanding job.
    - He also expressed personal appreciation for the outstanding care that OCCOA Service Provider Sheryl Coan has provided to his father, who is in declining health.
    - He reviewed the Independent Auditor's Report, outlining its intentions and the responsibilities of the OCCOA Management Team. He noted that the agency's controls are solid, but that it is good to sit down periodically for review. He offered a meeting within the next six to nine months to review controls.
    - His primary responsibility is to express an opinion regarding the agency's financial statements, for which the management team is responsible. He noted that they are fairly stated and that he was able to issue a clean opinion.
    - Several financial statements were reviewed, including the Statement of Financial Position and the Statement of Activities for the Two Years Ended September 30, 2014. Net assets have declined by \$7,350. Salaries have increased, due to increases in pay and services. Food costs for the

1 meal programs have crept up. The agency has a strong equity position of  
2 \$808,502.

- 3 ■ The agency has been operating at breakeven for the past three to four  
4 years and is in a healthy position to pay its bills and meet its services.
- 5 ■ He noted that other agencies he audits have their own buildings. His  
6 dream is for the agency to have its own facility of which the community  
7 could say, “This is our building for aging services.” He feels that the  
8 community would endorse this, given its ongoing, overwhelming support  
9 for its millage. He feels that the OCCOA could squeeze two percent from  
10 its budget each year to fund such a facility.
- 11 ■ J. Thompson thanked D. Smith for his report. D. Wishart noted that the  
12 agency would retain 35% of its fund equity, at a minimum, against its  
13 operating budget.

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15 *A motion was made by P. Slominski and seconded by R. Edel to accept the Otsego*  
16 *County Commission on Aging Audited Financial Statements for the Year Ended*  
17 *September 30, 2014. Motion carried (not including P. Carroll, who just joined the*  
18 *meeting)*

## 20 Vice President’s Report

21 The vice president, briefly reported the following:

- 22 • RSVP Annual Report to OCCOA – K. Moore, United Way Interim Director
  - 23 ○ K. Moore provided a brief report on RSVP’s funding sources and the benefit  
24 of its volunteers to the community.
    - 25 ■ He also outlined the benefit that the OCCOA receives from RSVP  
26 volunteers, highlighting the Medical Transportation Program.
    - 27 ■ RSVP’s largest funder is the OCCOA. RSVP has had four audits in the  
28 last year with only a few minor things to correct. They run a good and  
29 compliant program and they are well-regarded by the state and federal  
30 governments. Discussion followed.
    - 31 ■ D. Wishart noted that K. Moore was instrumental in making a recent  
32 presentation to the State on its volunteer program. There are new work  
33 opportunities available to RSVP volunteers. K. Moore and OCCOA  
34 Volunteer Coordinator E. Godek were thanked for their help with pulling  
35 data together for this report.

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37 *A motion was made by J. Mathis and seconded by M. Sanders to accept the RSVP*  
38 *Report to the OCCOA Board of Directors. Motion carried.*

## 40 Treasurer’s Report

41 The treasurer, J. Camiller, was not present to present a report. Board members were  
42 reminded that financial statements had been included in the board packets for their  
43 review.

- 1 • D. Wishart shared an email she received from J. Camiller. He stated, “I have  
2 reviewed the audited financial statements and commend the entire management  
3 team for once again containing costs and coming in better than budgeted. The  
4 last 5+ years have been tough on a lot of organizations, but OCCOA has come  
5 through as strong as ever. As tax revenues once again increase, OCCOA is  
6 going to be in a pretty good position.”  
7

## 8 **Secretary’s Report**

9 The secretary, P. Slominski, briefly shared the following correspondence:

- 10 • A letter from Governor Rick Snyder, stating his thanks and appreciation for the  
11 OCCOA’s recent hosting of the October 17, 2014 CSA (Commission on  
12 Services to the Aging) meeting and public forum, as well as for the agency’s  
13 support to the CSA and its continued dedication to the older adults in the state  
14 of Michigan.
- 15 • A letter from DHS (Department of Human Services) staff thanking the OCCOA  
16 Grandparents Raising Grandchildren Group for the wonderful breakfast and the  
17 opportunity to speak to them at one of their recent Gatherings for Breakfast.
- 18 • A letter from CSA Commissioner Pat Rencher, noting her thanks and  
19 appreciation to D. Wishart for the time and energy that she put into planning for  
20 the CSA commissioners’ visit for the October 17, 2014 meeting and public  
21 forum. P. Rencher noted that this was the best one of all those in which she had  
22 participated during her two years with the commission.  
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## 24 **NEMCSA Reports**

- 25 • NEMCSA Board Information – D. Wishart briefly reported the following:  
26 ○ The OCCOA continues to receive printed information from the NEMCSA  
27 Board from their regular meetings. NEMCSA CEO John Swise will be  
28 retiring from the board in the near future.
- 29 • AAA Region 9 – Jim Mathis briefly reported the following:  
30 ○ He complimented OCCOA Advocacy Assistant Coordinator J. Panci for the  
31 good advocacy work he does on behalf of Northern Michigan older adults.  
32 ○ A veterans’ walk-in clinic has been opened in Grayling. There is a good one  
33 in Mackinaw City, as well. The goal is for each veteran needing an  
34 appointment to get one within 30 days of the request, or to be given a  
35 voucher to be served right here in the community.  
36 ○ No fault insurance reform in Michigan is probably coming.  
37 ○ Older adults are reminded to carefully look over their current Medicare plans  
38 before switching to other cheaper plans. In doing so, they might find that  
39 some Medicare benefits have been cut from the cheaper plans.  
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# Management Team Updates

The management team, D. Wishart and D. Gehman, briefly presented the following:

- Clients and Program Units – These reports were included with the board packets for review.
- Advocacy Department – In the past year, the OCCOA Advocacy Department has saved its clients a total of \$355,192. Individual totals were shared for each MMAP counselor. The management team is very proud of the staff in this department. Discussion followed.
- Meal Program Donations – Dale Gehman briefly reported the following:
  - Food costs continue to go up. The agency pays for food programs through AAA (Area Agency on Aging) grants, county millage funds, and private donations. The suggested donation for both the Home-Delivered and Congregate Meal Programs (which includes the recently-added Dining Out Program) has been \$2.50 for the last four years.
  - The agency receives an average of \$2.00 per meal from Congregate Meal Program participants. The average donation from Home-Delivered Meal Program clients is under \$1.00 per meal.
  - Considering that the OCCOA is below its peers with its suggested donation of \$2.50 and that the agency does not receive the full suggested donation per meal (because this is a donation program), and factoring in the rising cost of food and the need to stay within this year’s budget, it is time to raise the meal donation rate.
  - The management team requested raising the suggested donation from \$2.50 per meal to \$3.00 per meal starting in January 2015. The AAA has been notified of the OCCOA’s intent to raise the suggested donation. Raising the donation will require board approval, as well as a survey of meal participants to obtain their feedback. Discussion followed.

***A motion was made by M. Sanders and seconded by R. Edel to approve raising the suggested meal donation from the current rate of \$2.50 per meal to \$3.00 per meal. Motion carried.***

- New Opportunity for Technology and Aging
  - D. Wishart outlined the opportunity, today, for the board to consider a new Technology in Aging project. She reviewed the history and outcomes from TAP (Technology and Aging Project), a research program with which the agency was involved six years ago in partnership with Michigan State University. She also stressed the importance of technology in the work the OCCOA does and highlighted the various types of technology the agency utilizes in its daily operations, including Cougar Mountain, MySeniorCenter, and DOVICO.
  - The importance of technology is being talked about at the state level. There is the recognition that there is currently the need for an “intervention” for

1 older adults that will add meaning and quality to their lives through  
2 technology. To fulfill the OCCOA's mission of promoting the independence  
3 and well-being of the older adults of Otsego County and its caregivers, the  
4 agency needs such an intervention.

- 5 ○ D. Wishart introduced Joel Ackerman, President of River Systems, LLC,  
6 from Minneapolis, Minnesota, who presented a proposal on an intervention  
7 intended to benefit clients, staff, agency, and community through the use of  
8 technology.
  - 9 ■ J. Ackerman commended the Management Team and the Board, and staff  
10 for the good work they've done so far in embracing technology.
  - 11 ■ He described his background. He has worked in in technology for 40  
12 years, including for Honeywell, GE Capital and United Healthcare. He is  
13 currently pursuing a PhD. His goal is for every household in the world to  
14 have access to healthcare from their homes.
  - 15 ■ J. Ackerman believes that some people have not embraced technology  
16 because it has not been packaged for them in way that is consumable. His  
17 company, River Systems, has been working on a system for the past five  
18 years that will allow older adults to stay safe and independent in their  
19 homes, and which they will embrace.
  - 20 ■ He outlined and demonstrated BeBloomin, an Internet-based system that  
21 takes a 360 degree view of people's needs, and addresses eight key areas  
22 of life, including: residential safety and monitoring, leisure and  
23 education, personal and life management services, work and  
24 volunteering, faith and spirituality, home maintenance, health and  
25 healthcare, and family and social connectivity.
  - 26 ■ J. Ackerman outlined the details of a proposal for a partnership with the  
27 Otsego County Commission on Aging to pilot BeBloomin in our  
28 community, which would allow older adults to stay connected with  
29 people, organizations, and services which are important to them. He  
30 believes they will embrace this technology as it is easy to use, affordable,  
31 and supported. Its benefits are clear and compelling. He stressed that  
32 aging is not just about an individual, family, or businesses – it's a  
33 community issue. The more folks stay engaged with their communities,  
34 the better off everyone will be.
  - 35 ■ D. Wishart noted that board members received in their board packets a  
36 letter from OCCOA board member Judge George Mertz. Summarizing it,  
37 she noted that he had looked at the product and the proposals for the  
38 Otsego County Commission on Aging to establish a partnership with  
39 River Systems and to bring a pilot of BeBloomin to Otsego County. He  
40 is in support of moving forward with the pilot and did not see any risk to  
41 the agency.
  - 42 ■ D. Wishart noted that the cost to the OCCOA for the pilot is \$38,800.  
43 She summarized the items that each partner had agreed to provide. The  
44 pilot will run from January to June of 2015. She noted the potential for

1 this pilot project to create a groundswell throughout the state and to  
2 eventually bring jobs to our community. Discussion followed.

- 3 ■ J. Thompson called for a motion to approve the proposal presented by J.  
4 Ackerman to create a partnership between River System and the Otsego  
5 County Commission on Aging to bring the pilot program, BeBloomin, to  
6 Otsego County.

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8 *A motion was made by M. Sanders and seconded by J. Mathis to create a*  
9 *partnership with River Systems, LLC and the Otsego County Commission on Aging,*  
10 *at a cost of \$38,800, to bring the pilot program, BeBloomin, to Otsego County, as*  
11 *presented by River Systems President Joel Ackerman. Motion carried.*  
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## 13 **Other Discussion**

- 14 • There was no other discussion.

## 15 **Adjournment**

16 The December 10, 2014 Otsego County Commission on Aging Board of Directors  
17 meeting was adjourned at 11:52 a.m. by J. Thompson. The next meeting is scheduled  
18 on February 11, 2015, at the University Center at 10 a.m.  
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21 *Eileen K. Godek*

22  
23 Eileen K. Godek  
24 Recorder