

**TRI-COUNTY AGING CONSORTIUM  
ADMINISTRATIVE BOARD MEETING**

**Minutes**

*February 22, 2021 3:30 pm*

***Note: Meeting held remotely via Zoom***

**Members Present:** Ken Mitchell, Chair      Blake Mulder      Jeanne Pearl-Wright  
Dwight Washington      Bryan Crenshaw      Chris Swope  
Mark Mudry      Adam Hussain- Vice Chair

**Members Absent:**      Jessy Gregg      Patricia Spitzley      Randy Schafer

**Staff:**      Marion Owen      Kirsten Laing      Joe Reeves  
Tammy Lemmer      Tom Smith      Carl Buonodono  
Kate Long      Robin Webb      Andrea Radel

**Guests:**      Becky Payne-Field Rep, Aging and Adult Services Agency, MDHHS  
Meghan Pineda- Advisory Council Member  
Daniel Black- guest

**Item #1. Call to Order:**

K. Mitchell called the meeting to order at 3:31 pm

**Item #2. Introductions:**

**Item #3. Approval of the Agenda:**

Motion by B. Crenshaw supported by J. Pearl-Wright to accept and approve the Agenda. **Motion carried.**

**Item #4. Minutes of January 25, 2021 Meeting:**

Motion by B. Crenshaw, supported by J. Pearl-Wright to accept the minutes for January 2021. **Motion carried.**

**Item #5. Public Comment:**

Becky Payne gave an update on vaccine information, the full budget for FY2021 was approved, the Implementation Plan for FY2022 started. Sherry King is retiring, and they are in the process of hiring of a new field rep.

Daniel Black, member of the public, spoke on his concern with sidewalks being cleaned off and trouble with meeting dates being changed. Problem with meeting information was addressed as it was posted on the website but apologize that he had difficulty.

**Item #6. Committee Appointments:**

Andrea Radel asked for additional committee members on the personnel, finance, and grievance committees. J. Pearl-Wright volunteered for the Finance Committee. A. Hussain, Blake Mulder, J. Pearl-Wright, and Mark Mudry volunteered for the Grievance Committee. Motion by B. Mulder, supported by J. Pearl-Wright to accept these individuals for the respective committees. **Motion carried.**

**Item #7. Conflict of Interest forms-**

J. Reeves reminded Board members to turn in their Conflict of Interest forms and email to him at reevesj@tcoa.org.

**Item #7. Directors Report:**

**I. COVID-19 Update:**

- No other incidents of kitchen staff being positive for Covid-19. Kitchen is running smoothly.
- Nutrition Program is receiving 60 food boxes for senior from the Michigan Aging and Adult Services Agency (AASA).
- Staff and volunteers have been busy assisting older adults connect with resources and sign up for vaccines. TCOA has secured the services of retiree Ruth Pell to coordinate vaccines and the AARP tax assistance program.
- Services continue to be delivered, with some being delivered in an online setting.
- We are assisting the Tax Program for the Elderly (tax assistance program) to be able to assist with filing taxes and homestead property tax and home heating credits as they are unable to provide the service at TCOA.

**II. Other:**

- Permanent \$2/hour wage increase for direct care workers is part of the FY 2022 Governor budget.
- Received and signed agreement with Ingham County to provide an array of services to persons over 60 through the Elder Persons Millage. TCOA has hired Michael McMonigal to oversee and manage this millage program.
- Include in the Board Packet is the Certificate of Recognition for TCOA for the WILX Pivot Award by State Representative Sarah Anthony. This was a result of our changes to adapt to the circumstances of the pandemic, by delivering services in a different manner and keeping withing goals and mission.

**Item #8. Planning, Advocacy & Development:**

**A. FY21 1<sup>st</sup> Quarter Services Report:**

K. Long presented the FY21 1<sup>st</sup> Quarter Services Report, highlighting Community Resource Navigator, Outreach, and Waitlist sections of the report.

**Item #9. Finance:**

**A. December 2020 Financial Report:**

J. Reeves presented the December 2020 Financial Reports. Motion by B. Mulder supported by B. Crenshaw to accept the December 2020 Financial Reports. (see exhibit 10.A.1-10.D.18). **Motion carried.**

**Item #10. General Check Ledger Resolution:**

**A. January:**

Motion by B. Crenshaw, supported by J. Pearl-Wright to accept January check ledger resolutions. **Motion carried by a roll call.**

**Meeting Adjourned at 4:15 pm**

**NEXT MEETING: March 15<sup>th</sup>, 2021 3:30 pm**