



GRAND TRAVERSE COUNTY
COMMISSION ON AGING
520 W. FRONT STREET, SUITE B
TRAVERSE CITY, MI 49684-2237
(231) 922-4688 • (231) 929-1645
E-MAIL ADDRESS: gtcoa@grandtraverse.org
HOMEPAGE: www.gtcoa.org

BOARD MEETING AGENDA

Mission Statement: The mission of the Grand Traverse County Commission on Aging is to offer home and community based services to maintain and improve the quality of life for resident senior citizens.

TUESDAY, August 4, 2020 9:00 A.M.

Commission on Aging Office

Via Google Meets dial in at: PHONE: 1 567-209-4888, PIN: 694 675 460#

**520 West Front Street,
Traverse City, MI 49684**

Internet Home Page Address: **www.gtcoa.org**

E-mail address: gtcoa@grandtraverse.org

Chair: TBD

1. **CALL TO ORDER** - 9:00 a.m., Acting Chair
2. **ROLL CALL** – Cyndie Forster, Office Coordinator
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES** Pages 2-5
5. **INTRODUCTION OF GUESTS/LIMITED PUBLIC COMMENT**
6. **SPECIAL ORDER OF BUSINESS**
 - A. Truck for Home Chore Program
 - B. Staffing Plan Changes
 - C. Staff Recruitment
 - D. Staff Retention Suggestions
 - E. Guardian Contract Extension
 - F. Snow Vendor RFQ
 - G. Wait Lists/Community Need
7. **OLD BUSINESS**
8. **NEW BUSINESS**
9. **GENERAL PUBLIC COMMENT** (3 minutes per person)
10. **ADJOURNMENT**

ATTENTION GTCOA BOARD MEMBERS: If you are unable to attend this, or any other GTCOA meeting, please notify the Commission on Aging office, 922-4688, as soon as possible.

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street Suite B, Traverse City, MI, 49684. If you need auxiliary aid under ADA, contact the Administrator at (231) 922-4780 or TDD # (231) 922-4412.



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Advisory Board Minutes

Tuesday July 7, 2020

9:08 a.m.

COA Conference Room

DRAFT: 07/07/20

APPROVED:

Call to Order

The meeting was called to order via telephone conference at the Commission on Aging Offices, 520 West Front Street, Traverse City, MI., by Acting Chair, Meredith Goodrick.

Attendee Name	Title	Status	Arrived
Meredith Goodrick	Chair/Acting Chair	Present	
JC Bailey	Member	Present	
Joan Beery	Member	Excused	
Jim Carruthers	Member	Present	9:13 am
Tonya Cook	Member	Present	
Bryce Hundley	County Commissioner	Present	
Hettie Molvang	Member	Present	9:19 am
Ashley Ascione-Blakely	Member	Present	

Staff Present: Cyndie F., Office Coordinator

Guests: Nathan Alger, County Administrator
Donna Kinsey, County HR Director
Meredith Goodrick, Interim Director GTCOA

ROLL CALL

Cyndie F. took roll call.

MOTION TO APPOINT ACTING CHAIR

Motion to appoint Meredith Goodrick as Acting Chair.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Ascione-Blakely
AYES:	Ascione-Blakely, Bailey, Cook, Hundley
NAYS:	None

APPROVAL OF AGENDA

Motion to approve the Agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Bailey
AYES:	Ascione-Blakely, Bailey, Cook, Hundley
NAYS:	None

APPROVAL OF MINUTES

Motion to approve the Minutes of February 4, 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Bailey
AYES:	Ascione-Blakely, Bailey, Cook, Hundley
NAYS:	None

INTRODUCTION OF GUESTS/LIMITED PUBLIC COMMENT

SPECIAL ORDER OF BUSINESS

1. GTCOA Bylaws

Carruthers 9:13am, late arrival due to staff email contact error for Carruthers. Molvang arrived 9:18 am.

Discussion on the changes requested and the need to provide those to the GTCOA and Board of Commissioners for approval. Dialog on the member terms section, and whether it is still required. Alger provided members term dates as: Molvang 12/20, Beery 12/20, Bailey 12/21, Carruthers 12/21, COA Staff 12/21, Hundley 12/21, Cook 12/22. Hundley proposed that the item could be changed to state as of July 7, 2020 advisory board members would be selected to serve three year terms. Molvang relayed that her understanding was that she would serve a 2 year term with the possibility of another year. Alger confirmed that members would be appointed or reappointed for three year terms after their initial term expiration.

Motion (to add to the current language) to state After July 7, 2020 all Advisory Board member terms shall be appointed or reappointed by the County Board of Commissioners on a three (3) year term basis.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Bailey
AYES:	Bailey, Carruthers, Cook, Hundley, Molvang, Ascione-Blakely
NAYS:	None

2. Introduction of Meredith Goodrick, Interim Director

Alger provided a brief explanation regarding the departure of the previous Director. He stated that the County’s Deputy Administrator, Chris Forsyth, is currently handling the day to day oversight of GTCOA, supervision and management. Alger relayed that his office spoke to several local agencies regarding an available person to provide interim oversight of the Commission on Aging (GTCOA) while a replacement could be found and that Goodrick’s highly recommended as someone who would be a good fit for GTCOA. Alger informed members that Goodrick’s commitment would be for a six (6) month period, and that she has expressed she would not be interest in keeping her service around that amount of time. Goodrick provided members with her employment background and noted she has had diverse responsibilities in administrative, hospice nursing, and case management. Discussion on the former Director’s departure and how members should handle questions from the public. Alger asked members to refer specific questions to himself in Administration.

3. Selection of Chair

Motion to appoint Meredith Goodrick as Chair of the Advisory Board of the Commission on Aging.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Carruthers
SECONDED:	Hundley
AYES:	Bailey, Carruthers, Cook, Hundley, Molvang, Ascione-Blakely
NAYS:	None

4. Selection of Vice Chair

Goodrick asked if there were volunteers for the position of Vice Chair. Question answered on what that would entail. Cook volunteered for the position.

Motion to appoint Tonya Cook as Vice Chair of the Advisory Board of the Commission on Aging.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Bailey
AYES:	Ascione-Blakely, Bailey, Carruthers, Cook, Goodrick, Hundley, Molvang
NAYS:	None

OLD BUSINESS

Carruthers relayed that he had a client contact him with a complaint regarding a BATA bus. He stated that he contacted the Deputy County Administrator and they spoke with the Director of BATA. He noted that the complaint was regarding the amount of Bags that can be brought on a bus, and possible confusion between the COAST Bus and a regular BATA bus. Carruthers asked that GTCOA staff clarify the differences between BATA buses with clients.

Alger relayed that he received an email from AAANM regarding someone who was possibly denied services, and asked that staff look into the matter and get back to him.

NEW BUSINESS

Hundley inquired as to how the selection of the permanent director would be accomplished. Alger relayed that process would be with County Administration. Alger informed members that they have laid out a plan for the interim director for review and analysis about how services are being provided i.e. what services may be overlapping, whether contracting out any services would be feasible, any improvements, staff needs, globally/regionally what other providers are doing, and how GTCOA might do things better. He noted that Administration just wants to make sure GTCOA is streamlined into providing services that are needed, and noted that they may need the board's involvement in that. Cook volunteered any help she could provide.

GENERAL PUBLIC COMMENT (3 minutes per person)

None

ADJOURNMENT

Motion to adjourn 9:50 am.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Carruthers
SECONDED:	Hundley
AYES:	Ascione-Blakely, Bailey, Carruthers, Cook, Goodrick, Hundley, Molvang
NAYS:	None

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CF/cf
 Revised: