

OLDER PERSONS' COMMISSION MARCH 3, 2016

MEETING of the **OLDER PERSONS' COMMISSION** held at the Older Persons' Activity Center, 650 Letica Drive, Rochester, Oakland County, Michigan, 48307.

CALL TO ORDER

The Thursday, March 3, 2016, Governing Board meeting was called to order by Vice-Chairman Gonser at 5:00 p.m.

ROLL CALL

Present: 5) Terry Gonser, Dale Hetrick, William Jandeska, Stephanie Morita, Micheline Sommers

Absent: 3) Stuart Bikson, John (Jack) Dalton, Lucy Strand

QUORUM PRESENT

Others Present: Renee Cortright, Older Persons' Commission Executive Director
Tim Soave, Older Persons' Commission Director of Finance
Mark Hickson, Oakland County Sheriff Deputy
Daniel Jenuwine, Richner & Richner

ADDITIONS/CHANGES TO THE AGENDA

MOTION by Morita, supported by Hetrick, **Resolved**, to accept the Agenda as presented.

Aye: 5) Gonser, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 3) Bikson, Dalton, Strand

MOTION CARRIED

PUBLIC COMMENT –

- Uta Garn, an Oakland Township resident, stated that she spoke at the last meeting suggesting to make entry to the building more user friendly, and the transportation door is now open. She thanked E.D. Cortright and the Board for making this change.

APPROVAL OF THE FEBRUARY 4, 2016, MINUTES

MOTION by Sommers, supported by Jandeska, **Resolved**, to approve the Minutes of February 4, 2016, as presented.

Aye: 5) Gonser, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 3) Bikson, Dalton, Strand

MOTION CARRIED

NEW BUSINESS

Security Report

Oakland County Sheriff Deputy Mark Hickson stated, he was contacted by E.D. Cortright to do a security survey of the building. Deputy Hickson discussed his observations from his walk through of the building.

Entered Chairman Bikson at 5:15 p.m.

He gave a presentation and offered suggestions to improve security with alarms, motion detectors and cameras, or no cost solutions by locking some entrance doors and moving desks. Based on the input from Deputy Hickson, Chairman Bikson suggested E.D. Cortright come up with some security proposals for discussion at the next meeting.

Transportation Rider Fare

E. D. Cortright stated, she conducted a review of the rider fares for Southeast Oakland County, which was predominantly a charge of \$2.00 one way and \$3.00 round trip. An average of \$1.10 per ride is being collected in OPC's donation fare boxes, even though ridership is increasing. If OPC adopts the new fares, there will be a system for those who cannot afford the fare to income qualify. Chairman Bikson asked for discussion, as it is a change in policy.

MOTION by Gonser, supported by Morita, **Resolved**, to approve the \$2.00 one way, \$3.00 round trip fare change, with the implementation process and schedule up to the Executive Director and Financial Director.

Aye: 6) Bikson, Gonser, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 2) Dalton, Strand

MOTION CARRIED

April Meeting Date Change

E.D. Cortright proposed to change the next meeting date to Wednesday, April 6, 2016, as she will not be able to attend the Thursday, April 7, 2016, Governing Board Meeting.

MOTION by Gonser, supported by Jandeska, **Resolved**, to approve changing the April Governing Board Meeting to Wednesday, April 6, 2016.

Aye: 6) Bikson, Gonser, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 2) Dalton, Strand

MOTION CARRIED

UNFINISHED BUSINESS

Fundraising Proposal – Richner & Richner

Chairman Bikson reported that the Executive Committee met with Daniel Jenuwine, from Richner & Richner, to provide clarification and answer questions regarding the Fundraising Consulting Service Proposal distributed at the February meeting.

Vice-Chairman Gonser requested to be excused from the meeting.

Exited Vice-Chairman Gonser at 6:00 p.m.

In response to concerns and questions, Mr. Jenuwine refined the original proposal. He reviewed the three option proposal, which include: Program Assessment (Option 1), Fund Development Plan (Option 2), and Implementation Council (Option 3), including the costs and timeline associated with each option. Mr. Jenuwine informed the Board that the proposal can be completed in phases. After the Program Assessment is completed,

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there is no obligation to continue with Option 2 or Option 3. The quoted project costs will be honored through 2016.

Discussion.

MOTION by Hetrick, supported by Jandeska, **Resolved**, to approve the Program Assessment, first segment, in the amount of \$36,000.

Aye: 4) Bikson, Hetrick, Jandeska, Sommers

Nay: 1) Morita

Absent: 3) Dalton, Gonser, Strand

MOTION FAILED

MOTION by Morita, supported by Jandeska, **Resolved**, to approve the Program Assessment and Fund Development Plan phases and, after the Program Assessment, have the option to not go forward with the Fund Development Plan, with the intention to commit to the Implementation Plan phase this year, if advisable.

Discussion. Mr. Jenuwine said a draft of the Program Assessment may be available as early as June, but will definitely be ready for the July meeting.

MOTION AMENDED by Morita to include that after the Program Assessment phase, a decision will be made at the July meeting, whether to go forward with the Fund Development Plan.

Aye: 5) Bikson, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 3) Dalton, Gonser, Strand

MOTION CARRIED

DIRECTOR'S REPORT

E.D. Cortright reported the following:

- Members from the Rochester Leadership Group had a presentation and tour of OPC.
- The planning for the Gatsby Gala, on April 29, 2016, is going well, with additional sponsors solidified. The focus is on donations for the Silent Auction.
- A Staff In-Service is scheduled for March 11, 2016, from 12:00 – 4:00 p.m. The Center will close at noon for the rest of the day. The In-Service will include active shooter training and discussion on how to deal with difficult people.
- On March 8, 2016, OPC will be the voting precinct for NE Rochester.
- The annual AAA1-B Nutrition Assessment is March 16, 2016.
- Spring into Action is March 17 – 23rd.
- The 5K Walk/Run for Meals is Saturday, June 4, 2016. The main sponsor is Par Sterile Products, and supporting sponsors are the Village Green and Dana Wilson, attorney.

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- Upcoming OPC Events for March include:
 - Oakland University presentation, "Putting Spring Back into Our Steps and Why" on March 16, 2016, from 3:00 – 4:30 p.m.
 - Movie "Age of Love" on March 22, 2016, from 6:00 – 8:00 p.m., including discussion and questions and answers with Director Steven Loring.
 - "How to Make A Difference," with guest speaker Roop Raj, March 23, 2016, from 12:15 – 1:00 p.m.

COMMITTEE REPORTS

Finance Committee –

- **Change in Fiscal Year** – Mr. Soave proposed a change in OPC's fiscal year, currently January 1 – December 31. The Interlocal Agreement will need to be modified to allow the OPC Board to change the fiscal year to October 1 – September 30, which will benefit OPC operations in grant reporting and accounting, ease the administrative burden, and result in the reduction in audit costs. He recommended that the Board take the proposal to their Councils as part of a change to the Interlocal Agreement. Mr. Soave will forward the language to the Board for the communities to review.

MOTION by Hetrick, supported by Morita, **Resolved**, to support the change in the fiscal year to October 1 – September 30, for the communities to review, with the recommendation to change the Interlocal Agreement with language forthcoming.

Aye: 5) Bikson, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 3) Dalton, Gonser, Strand

MOTION CARRIED

- **Treasurer's Report** – no report
- **Review of the Bills for the month of January, 2016, in the amount of \$160,429.06**

MOTION by Jandeska, supported by Sommers, **Resolved**, to accept the January, 2016, Bills, in the amount of \$160,429.06, as presented.

Aye: 5) Bikson, Hetrick, Jandeska, Morita, Sommers

Nay: 0)

Absent: 3) Dalton, Gonser, Strand

MOTION CARRIED

Facility Committee – Chairman Bikson reported that Par Sterile Products has agreed to deed the land to OPC at no cost. Par is in the process of the legal work. There is no time frame of when the parking lot would have to be developed.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 7:10 p.m.

NEXT REGULAR MEETING – WEDNESDAY, APRIL 6, 2016, AT 5:00 P.M.

Signed & Approved 04/06/16

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

Distribution:

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