

OLDER PERSONS' COMMISSION JULY 16, 2015

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, July 16, 2015, Governing Board meeting was called to order by Chairman Bikson at 5:04 p.m.

ROLL CALL

Present: 6) Stuart Bikson, Kevin Brown, John (Jack) Dalton,
William Jandeska, Micheline Sommers, Lucy Strand
Absent: 2) Terry Gonser, Mark Tisdell

QUORUM PRESENT

Others Present: Renee Cortright, Older Persons' Commission Executive Director
Tim Soave, Older Persons' Commission Finance Director

ADDITIONS/CHANGES TO THE AGENDA

Ms. Cortright asked for addition of item, "Payroll System," under Finance Committee.

PUBLIC COMMENT - none

APPROVAL OF THE JUNE 4, 2015, MINUTES

MOTION by Dalton, supported by Sommers, **Resolved**, to approve the Minutes of June 4, 2015, as presented.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand
Nay: 0)
Absent: 2) Gonser, Tisdell

MOTION CARRIED

UNFINISHED BUSINESS

Approval of the 2016 Budget

At the June 4, 2015, meeting, the 2016 Budget was presented in the amount of \$4,222,959.00 for approval at the July 16, 2015, meeting. Chairman Bikson commented that the process and presentation was good with time for questions.

MOTION by Dalton, supported by Strand, **Resolved**, to approve the 2016 Budget as presented.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand
Nay: 0)
Absent: 2) Gonser, Tisdell

MOTION CARRIED

NEW BUSINESS

Approval of Funding for Transportation Millage Educational Materials

Ms. Cortright asked for approval to set aside OPC funds for educational materials to educate the public on OPC's Transportation Program, for the Transportation Millage on the November 3, 2015, ballot. Treasurer Dalton stated, as there are already funds available in the Budget, it does not require Board approval. Chairman Bikson stated that

OLDER PERSONS' COMMISSION JULY 16, 2015

\$5,000 was discussed. He suggested forming a subcommittee of elected officials, primarily from Rochester Hills, to approve the information before it is sent. Chairman Dalton recommended having legal counsel review the materials. Commissioner Brown recommended staff prepare the educational piece, emailing it to the attorney, and then, present it to the Board for final approval.

Request for approval for a Special License

Ms. Cortright asked for approval to file a "Special License for Consumption on the Premises," to the Department of Licensing and Regulatory Affairs Liquor Control Commission, for a new general fundraiser on October 23, 2015, called "Beatles, Brats, Burgers & Beer," where along with food stations, beer, wine and soda will be served.

Discussion.

Commissioner Sommers requested adding verification of OPC's insurance coverage.

MOTION by Brown, supported by Jandeska, **Resolved**, to approve applying for a "Special License for Consumption on the Premises," for the October 23, 2015, fundraiser, assuming the insurance is acceptable.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand

Nay: 0)

Absent: 2) Gonser, Tisdell

MOTION CARRIED

COMMITTEE REPORTS

Finance Committee –

- **Treasurer's Report** – Treasurer Dalton advised, the Committee did not meet.
- **Review of the Bills for the month of May, 2015, in the amount of \$160,340.32, and June, 2015, in the amount of \$154,555.28**

MOTION by Dalton, supported by Strand, **Resolved**, to accept the May 2015, Bills, in the amount of \$160,340.32, and June, 2015, Bills, in the amount of \$154,555.28, as presented.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand

Nay: 0)

Absent: 2) Gonser, Tisdell

MOTION CARRIED

Payroll System

Tim Soave, Finance Director, informed that as part of the process to bring all financial operations in-house, the Administration solicited proposals from payroll/timekeeping vendors. Currently, the City of Rochester Hills provides these services. Four vendors responded, sent proposals and conducted demonstrations. All vendors demonstrated the ability to meet OPC's needs; however, in the opinion of the OPC Administration, DM Payroll is the best fit, and also, the lowest bidder. The OPC Administration is requesting that the OPC Board approve its recommendation of DM Payroll to provide payroll/timekeeping services to OPC beginning January 1, 2016, and to authorize the Executive Director to enter contract negotiations with DM Payroll.

OLDER PERSONS' COMMISSION JULY 16, 2015

MOTION by Strand, supported by Brown, **Resolved**, to accept DM payroll as the payroll vendor.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand
Nay: 0)
Absent: 2) Gonser, Tisdell

MOTION CARRIED

Mr. Soave advised that the 2016 Budget will be presented to the Rochester City Council on August 10, 2015, the Charter Township of Oakland Trustees on August 11, 2015, and the Rochester Hills City Council on August 18, 2015.

Facility Committee

Commissioner Brown advised, the Committee met for open discussions with PAR, to negotiate a deal for three acres of their land in the northeast corner of the upper lot. The Committee will keep the Board informed of future discussions. He also reported that ASI performed the warranty repairs to the parking lot and recommended putting aside funds in the Capital Budget for sealing. Ms. Cortright is in the process of contacting ASI regarding some repairs they missed and repairs not cosmetically pleasing.

DIRECTOR'S REPORT

Ms. Cortright reported the following:

- A request for transportation services was received from Elizabeth Monroe, on behalf of her differently abled daughter Emily, to extend OPC's services to the North Oakland YMCA, on the west side of Squirrel Road. Transportation out of the area boundaries requires payment of the full round trip rate of \$6.00.

MOTION by Dalton, supported by Strand, **Resolved**, to approve for one year, transportation services for Emily Monroe, to the North Oakland YMCA.

Aye: 6) Bikson, Brown, Dalton, Jandeska, Sommers, Strand
Nay: 0)
Absent: 2) Gonser, Tisdell

MOTION CARRIED

- The Ballot Question Committee is established for the OPC Transportation Millage. They will begin actively soliciting for campaign donations next week and map out the campaign time line for the November 3, 2015, election.
- The Oxford Meals on Wheels site is vacating from their present location. A contract was signed with the Oxford United Methodist Church, to use their facility as the new location.
- Thank you to the runners, walkers, staff, volunteers and the sponsors, Sanctuary at Bellbrook, Par Sterile Products and Dana Wilson, for their support of the Meals on Wheels program through the OPC 5K Walk/Run on June 6, 2016. Over \$30,000 was raised to benefit homebound seniors, with 600 participants.
- Several applications were received for the Nutrition Program Director position.

OLDER PERSONS' COMMISSION JULY 16, 2015

- The Ms. Senior Michigan Pageant was held July 16, 2016, and the winner was Linda Sisco from Holt, Michigan. Runners-up are two OPC members: Mikki Malatesta and Sherry Reseigh. With the pageant, a party at the Lake Orion Senior Center and the normal meal delivery and lunch, over 620 meals were prepared in the OPC kitchen.
- The Henry Ford Big Band Event, benefitting the Act of Kindness Program on June 25, 2015, was a big success with over \$4,400 raised.
- Many OPC members will be participating in the Michigan Senior Olympics Summer Games August 7-15, 2015. The MSO Opening Ceremony is Friday, August 7, 2015, at the Rochester Municipal Park, from 6:00 – 8:00 p.m.
- OPC will be back in the park selling pies to celebrate the 50th Anniversary of the Art & Apples Festival on September 11 – 12, 2015. Starting September 8th, help is needed to peel, slice, fill, prepare dough and sell pies. The market emphasis will be on selling the pies through OPC's drive-thru.
- OPC Senior Day at Bloomer Park is September 16, 2015, from 8:30 a.m. to 2:00 p.m. The event is free and a great opportunity to meet the many members of OPC.
- Upcoming OPC Events include:
 - Learn More Now – The Willow Run Bomber Plant on August 19, 2015
 - Men's Breakfast, with a speaker from the Yankee Air Museum on August 4, 2015
 - Oakland University Classical Guitar Ensemble on August 4, 2015
 - Club 650 "Best County Ever" on August 20, 2015
 - American Red Cross Blood Drive on August 21, 2015
- Ms. Cortright stated that Wendy Treichel, IT Department Head, submitted her letter of resignation today. She will be missed, as she did a lot for OPC, and has updated the entire IT system.

COMMISSIONERS' COMMENTS

- Secretary Strand inquired when the elected officials, from the three municipalities, are going to meet on the Interlocal Agreement. Chairman Bikson stated that Commissioners Bikson, Brown, Gonser and Tisdell will meet, but a date has not been determined.
- Chairman Bikson stated the next meeting is September 3, 2015.

Ms. Cortright commented that she is in communication with Warren Brown from the Charter Township of Oakland, in regard to the ballot proposal language on the March 8, 2016, initiative.

ADJOURNMENT

Chairman Bikson adjourned the meeting at 6:10 p.m.

NEXT REGULAR MEETING – THURSDAY, SEPTEMBER, 3, 2015, AT 5:00 P.M.

Signed & Approved 09/01/15

LUCY STRAND, SECRETARY
OPC GOVERNING BOARD

Distribution:

OPC Governing Board (8)
Renee Cortright
Rochester City Offices
Rochester Hills Mayor & Council
Charter Township of Oakland Offices
OPC Website
Original to File

cg: opcfile