

STEP Office of Aging  
Aging Advisory Council (AAC)  
Meeting Minutes: November 17, 2021

Members Present: Commissioner Jeffrey Snyder, Ray Humphrey, Jack McKernan, Janet Blachek, Lucille Evans, Leslie Houser, Rochelle Keefer, Joseph Sohmer

Members Excused: Commissioner Scott Metzger, Edward Weinoffer, Sharon Cashwell

Staff: Jean Marie Sullivan, Jim Plankenhorn, Jennifer Smith, Broc Haines, Patti Kiessling, Jennifer Carr

Special Aging Budget Hearing called to order at 1:05 PM by Ray Humphrey.

Budget Review presentation completed. (See attached) Reviewed all Aging Funding Sources and each Cost Center. Broc Haines and Patti Kiessling answered all questions regarding how STEP determined wage and fringe for employees. We explained each cost center and the programs funded thru each cost center. Broc Haines provided definitions of State, Federal, and Local Program Income and the restrictions regarding the way each can be spent by the Aging program.

A request was made by the Aging Advisory Council Chairman that the Aging Director provide Budget information in a more comprehensive manner to the Council – examples provided and attached. The Aging Director indicated she would work with Aging Fiscal Manager to develop better comprehensive documents to provide to the Aging Advisory Council.

Ray Humphrey requested if there were no more questions – a motion be made to pass the budget. Janet Blachek made the motion, and Lucille Evans provided the second. The vote was unanimous.

Ray Humphrey requested, if all business has been covered, a motion for adjournment. Leslie Houser made the motion, and Joseph Sohmer provided the second. All members agreed - meeting was adjourned.

Submitted:  
Jean Marie Sullivan  
STEP Office of Aging  
Director

Approved:  
Jack McKernan  
Aging Advisory Council  
Acting Secretary