

**STEP Office of Aging
Aging Advisory Council
Meeting Minutes: August 10, 2022**

Members Present: Commissioner Jeffrey Snyder (via Microsoft TEAMS), Ray Humphrey, Jack McKernan, Edward Weinhoffer, Janet Blachek, Joseph Sohmer, Rochelle Keefer, Lucille Evans, Sharon Cashwell (via Microsoft TEAMS)

Guest Present: Jerri Humphrey

Members Excused: Commissioner Scott Metzger

Office of Aging/STEP Staff: Jean Marie Sullivan, Jennifer Smith

Meeting called to order at 1:00 PM by Ray Humphrey. Introductions and Welcome provided by Ray Humphrey.

Agenda Item 1: Nominations, Voting, and Installation of New Board Officers:

Ray Humphrey along with the Nominating Committee members Joseph Sohmer and Sharon Cashwell announced the following nominations:

Chair Nomination: Jack McKernan

Vice Chair Nominations: Janet Blachek

Secretary Nominations: Rochelle Keefer

There were no other nominations from the floor – so the nominations were closed by Ray Humphrey.

Voting conducted as follows:

Chair Nomination-Jack McKernan Vote: Unanimous in favor Announced by Ray Humphrey

Vice Chair Nomination-Janet Blachek Vote: Unanimous in favor Announced by Ray Humphrey

Secretary Nomination-Rochelle Keefer Vote: Unanimous in favor Announced by Ray Humphrey

Announcement of Aging Advisory Council Board Officers 2022-2023:

Chairperson-Jack McKernan

Vice Chairperson-Janet Blachek

Secretary-Rochelle Keefer

Agenda Item 2: Open Discussion/New Matters:

- a. Dates/times of future meetings: Discussion concerning 2nd Wednesday of even months meeting schedule. Determined that the current schedule will stand. Chair Jack McKernan will determine date of October 2022 meeting – based on his availability.
- b. Email versus USPS Mail: Discussion regarding email of meeting documents versus USPS mailing of documents. All members decided that both avenues will continue to be used to disseminate information to Council members. Mailings will be sent out 10 business days prior to scheduled meeting to ensure all members receive information.
- c. Recruitment of new members: New Chair will visit each Center for Healthy Aging to introduce himself and speak about the importance of the Aging Advisory Council. Aging Director explained process to have any new prospective members vetted and approved by STEP Board.
- d. Council requested a Certificate of Appreciation be drafted for Leslie Houser thanking her for her service to the Aging Advisory Council.

Motion made for meeting adjournment by Janet Blachek at 2:10 PM. Motion second provided by Joseph Sohmer.

Meeting Adjourned by Chair Jack McKernan.

Submitted: 09/01/2022
Jean Marie Sullivan
Aging Director

Approved:
Rochelle Keefer
Advisory Council Secretary