

ST. JOSEPH COUNTY COMMISSION ON AGING  
ADVISORY BOARD MEETING MINUTES

The August 19<sup>th</sup>, 2020 meeting of the Advisory Board of Directors of the St. Joseph County Commission on Aging was held via Zoom. The meeting was called to order by Al Balog, at 1:30 PM. Roll call was taken by Chuck Thompson.

PRESENT: Sarah Apwisch, Lee Austerman, Al Balog, Steve Boland, George Letts, Jim McTavish, Ed Stemen & Chuck Thompson.

ABSENT: Deb Davis, Jon Withers, & John Gelvin

OTHERS PRESENT: Tim Stoll, Executive Director; Katie Hughes, Nutrition Manager; Ruth Mancina, Marketing Outreach Manager; Kris Butler, Finance Clerk; Elena Meadows, Sturgis Journal; and Robert Tomlinson, Three Rivers Commercial.

AGENDA:

A motion was made by Mr. Letts, supported by Mr. McTavish, to accept the agenda as Presented. Motion carried 8-0.

PUBLIC COMMENTS:

None

MINUTES

A motion was made by Ms. Apwisch, supported by Mr. McTavish, to approve the June 2020 minutes with no revisions. Motion carried 8-0.

FINANCE REPORT:

Ms. Butler presented a revenue & expense summary including property tax appropriation, grant money received from the CARES Act, along with personnel, operating, and capital expenses. Ms. Butler also discussed the utilities at the Rivers Enrichment Center and the projected budget that was proposed. A motion was made by Mr. Letts, supported by Mr. Boland, to accept the finance reports as presented. Motion carried 8-0.

OLD BUSINESS:

COA Activity Programs – Mr. Stoll discussed the opening plan, there seems to be a steady increase in cases and the best approach is to wait and look for cases to move in a positive direction. There has been a lot of feedback from Seniors for ways that we can start some activities back up safely and we are looking into that. A concern that has been brought to our attention is the number of Seniors that do not have access to a computer in order to get updates from our Facebook or Youtube Channel. We have been in contact with James Hissong regarding a grant that would provide some connectivity for our Seniors. The tentative plan, at both facilities, is to have limited capacity for small group activities (10 or less). Restrictions will be based on the current Executive Order, along with the CDC and local health department recommendations.

Other discussion involved the landscaping and park project, and what was happening during this time. Mr. Stoll explained that the project was in progress, the trails have been cut, and they have delivered the stone, so it is heading in the right direction.

NEW BUSINESS:

None

PROGRAM REPORT:

Ms. Mancina gave an update on activities that are being offered and how, we are using our Facebook & YouTube platform as much as possible. Understanding that there are several of our seniors that do not have access to the internet, as Tim stated before we are talking with James Hissong and looking for opportunities that would help us get both the device and connectivity into their hands. Along with virtual activities we did our first outdoor exercise class on the patio at the Sturgis Enrichment Center and it went very well, we will be continuing with that and hoping to add more.

Ms. Notestine touched base on apartments and lease renewals that are coming up at the end of September. We will have 4 openings with a waitlist of 13 along with filling those openings, we are also starting to provide activities to our residents, and they are enjoying those.

Ms. Hughes provided an update on Home Delivered Meals and Congregate take home Meals. We are averaging about 10 take home meals a day and those meals have been mirrored over to the Home Delivered Meals as well, so we have been getting a lot of positive feedback from that. The fresh produce boxes were supposed to go through the end of December but there has been word that it is ending August 31<sup>st</sup> the company that is supplying those is looking to get extended funding so we can continue to offer those to our Seniors. Project Fresh has received a lot of positive feedback from the Huss academy location, they are allowing a call ahead service as well as an online ordering service as well. The produce that Huss Academy is being received from Corey Lake Apple Orchard.

MEMBER TIME:

None

ADJOURNMENT:

A motion to adjourn was made by Mr. McTavish supported by Mr. Boland. This motion carried 8-0. The meeting was adjourned at 2:11 PM.

Respectfully submitted,

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Charles Thompson, Secretary