

ST. JOSEPH COUNTY COMMISSION ON AGING
ADVISORY BOARD MEETING MINUTES

The June 2022, meeting of the St. Joseph County Commission on Aging Advisory Board of Directors was held at Rivers Enrichment Center. The meeting was called to order by Jon Withers, at 1:45 pm. Roll call was taken by Kathy Pangle.

PRESENT: Britt Buscher, Pat Dane, John Gelvin, Kathy Pangle, Ed Stemen, Jon Withers.

ABSENT: Sarah Apwisch, Steve Boland, Deb Davis, George Letts, Clayton Lyczynski II.

AGENDA: A motion was made by Mr. Gelvin with support from Mr. Stemen to approve the agenda as presented. This motion was approved 5-0.

OTHERS PRESENT: Katie Hughes, Nutrition Manager; Ruth Mancina, Marketing & Life Enrichment Manager; Nicki Notestine, Residential Services Manager; Kris Butler, Finance Clerk; Robert Tomlison, Three Rivers Commercial.

PUBLIC COMMENTS:

None

MINUTES

Minutes from May 2022 were reviewed, and a motion was made by Ms. Pangle with support from Mr. Stemen to approve as presented. This motion passed 5-0.

FINANCE REPORT:

Ms. Butler presented the finance report from May 2022. Mr. Gelvin made a motion with support from Ms. Stemen to approve the finance report. This motion passed 5-0.

OLD BUSINESS:

COA Advisory Board Terms & Positions – Ms. Riley shared that Mr. Boland has decided not to seek reappointment. Citizen Interest forms have been submitted by all others up for reappointment and interviews will be scheduled soon.

NEW BUSINESS:

None

PROGRAM REPORT:

Residential Services - Ms. Notestine's Rivers update included 3 units that have become available due to individuals no longer able to live independently. 2 of those units have been reserved while those on the waitlist are currently being contacted to fill 3rd unit. In-Home Service aides are still being sought to assist with 45 individuals on the waitlist. A chore worker has been hired and has begun providing services up to 10 hours per week.

Life Enrichment Services – Ms. Mancina reported on preparations for the Waterfest Parade and Lunch. Members have signed up to ride the bus and walk in the parade and an abundance of candy has been donated. Approximately 100 members have signed up for lunch and Bingo on Friday. Birch Meadows Senior Care donated prizes for this Bingo event. One of our exercise instructors, Melissa Hoss, has started an outdoor walking program and county parks and this has been very well received. The Summer

Picnic will be hosted at Kline's Resort and tickets will be available July 1st. Plans are being made to celebrate the COA's 50th anniversary in 2023. Suggestions are being submitted on various ways to celebrate and this will be a celebration throughout the entire year.

Nutrition Services – Ms. Hughes reported on preparations for the upcoming Summer Picnic as well as Dinner Night Out which will be held in Sturgis with a Mediterranean theme. Suggestion boxes have been placed in both centers. Comments and suggestions are being posted with responses in the café area at both locations. Positive feedback has been received regarding Katie's Korner. This month's presentation was on spices and next month will be discussing different types of lettuces.

DIRECTOR'S REPORT:

Ms. Riley gave an update on the multi-purpose court project. The cement has been poured, the fence will be installed next week, and a painter has been scheduled for mid-August to September, weather permitting. Gratitude was given to Commissioner Pangle and Commissioner Hoffmaster for their votes in support of approximately \$230,000 of ARP funding awarded to SJCCOA. These funds will be used for a new meal truck, blast chill freezer, software programs and other supplies to assist in supporting current grant funded programs as well as offering "Meal of Choice" to Home Delivered Clients. There are some windows in the atrium area at Rivers Enrichment Center which need sealed to prevent further leakage. This repair will allow approximately 5 years until these windows will need considered for replacement. Recognition was given to all COA staff who assisted with work necessary to preserve as much food as possible when the freezer needed repair. Everyone pitched in where possible and while some food was lost, the majority was able to be salvaged. An insurance claim will be filed for product that was lost. All staff are prepared for a very busy summer with upcoming events.

MEMBER'S TIME:

None

ADJOURNMENT:

A motion was made by Mr. Stemen with support from Ms. Dane to adjourn the meeting. This motion passed 5-0 and the meeting was adjourned at 2:23PM.