

ST. JOSEPH COUNTY COMMISSION ON AGING
ADVISORY BOARD MEETING MINUTES

The July 20, 2022, meeting of the St. Joseph County Commission on Aging Advisory Board of Directors was held at Oaks Enrichment Center. The meeting was called to order by Deb Davis, at 1:32 pm. Roll call was taken by Jon Withers.

PRESENT: Sarah Apwisch, Lorraine Bolley, Pat Dane, Deb Davis, John Gelvin, George Letts (arrived @ 1:57PM), Kathy Pangle, Ed Stemen, Jon Withers.

ABSENT: Britt Buscher, Phil Kline, Clayton Lyczynski II.

AGENDA: A motion was made by Ms. Pangle with support from Ms. Apwisch to approve the agenda as presented. This motion was approved 8-0.

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; Michelle Patrick, Sturgis Journal.

PUBLIC COMMENTS:
None

MINUTES

Minutes from June 2022 were reviewed, and a motion was made by Ms. Apwisch with support from Ms. Pangle to approve as presented. This motion passed 8-0.

FINANCE REPORT:

Ms. Butler presented the finance report from June 2022. Mr. Gelvin made a motion with support from Mr. Withers to approve the finance report. This motion passed 8-0.

OLD BUSINESS:

COA Advisory Board Terms & Positions – Ms. Riley welcomed new advisory board members Lorraine Bolley and Phil Kline. 7 applicants were interviewed. Gratitude was given to Mr. Stemen for his time and commitment to the COA.

NEW BUSINESS:
None

PROGRAM REPORT:

Residential Services – Ms. Notestine reported 100% occupancy of apartment units. 2 additional applicants have been added to the waitlist leaving this at 16 for one-bedroom and 11 for two-bedroom units. There are currently 52 COA members waiting for in-home services. Recruiting for aides continues in hope to be able to reduce this number very soon. An average of 6 to 7 members per week are currently receiving chore services. A partnership with Habitat for Humanity will soon provide volunteers to assist with chore and home repair services.

Life Enrichment Services – Ms. Mancina reported grant funding for the kinship care program will no longer be available. Support for these members will be provided under Caregiver Education Support and Training funding beginning in October. Monthly presentations will begin at this for all caregivers under

these grant funds. A birthday celebration was recently held for one COA member who just turned 100. This member attends line dancing classes and will be highlighted in the Three Rivers Commercial. Social media presence continues to grow as well as requests for the COA newsletter. National Hot Fudge Sunday is Monday and there are currently approximately 50 members signed up at each location. Board members were invited to assist in serving ice cream to members. The summer picnic is August 10 at Kline's Resort with 120 members expected. Local singers Amanda Thompson and Johnny Ballard will perform.

Nutrition Services – 100 lunches were served at Rivers Enrichment Center for the Three Rivers Waterfest. The Teddy Bear Picnic provided 50 teddy bear donations for Victim Services. Dinner Night Out resulted in 45 in attendance for this Mediterranean themed event. Congregate meals will not be served the day of the summer picnic. Most congregate meals continue to be take-out rather than dine in. Take out meals will continue as long as funding allows.

DIRECTOR'S REPORT:

Ms. Riley gave an update on the multi-purpose court project. The actual cost will be approximately \$5,000 higher than originally expected due to increase in project costs. Campaigning for additional donations to cover these expenses has begun. Ms. Davis suggested reaching out to United Way for a one-time funding request to assist with this project. Ms. Riley shared plans of these courts being made available to COA members as well as other community members. Advisory Board members discussed rules and restrictions necessary in allowing other community members use of this space. Ms. Riley reported the start of her speaking tour to educate the community on COA programs. Gratitude was shown to COA management staff for preparing statistical data to assist with the talks. Custodian Melton Powell has returned from medical leave and Andy Stoll will continue assisting Mr. Powell as well as providing chore services to members through mid-August. The grant writing process is wrapping up and will be submitted to AAA the end of this month. Mr. Riley shared how detailed the grant writing process is and gratitude was given to staff for the assistance needed to complete this process. Some changes have been made for this grant period including asking for partial purchase of service funding for respite services. This will allow use of 3rd party vendors, as needed, to provide additional services to seniors. The State of Michigan has officially approved ARP funding. These funds will need to be utilized before September 30, 2022. Planned purchases include a meal truck, admin vehicle, software, kitchen equipment, and other supplies needed to support grant funded services.

MEMBER'S TIME:

None

ADJOURNMENT:

A motion was made by Ms. Dane with support from Mr. Gelvin to adjourn the meeting. This motion passed 8-0 and the meeting was adjourned at 2:27PM.