

ST. JOSEPH COUNTY COMMISSION ON AGING
ADVISORY BOARD MEETING MINUTES – APPROVED 9/21/2022

The August 17, 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 1:31 pm. Roll call was taken by Jon Withers.

PRESENT: Lorraine Bolley, Britt Buscher, Deb Davis, John Gelvin, Phil Kline, Clayton Lyczynski II, Kathy Pangle, Jon Withers.

ABSENT: Sarah Apwisch, Pat Dane, George Letts.

AGENDA: A motion was made by Mr. Gelvin with support from Ms. Pangle to approve the agenda as presented. This motion was approved 7-0.

OTHERS PRESENT: 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 July 2022 were reviewed, and a motion was made by Ms. Pangle with support from Mr. Withers to approve as presented. This motion passed 7-0.

FINANCE REPORT:

Ms. Butler presented the finance report from July 2022. Ms. Pangle made a motion with support from Mr. Withers to approve the finance report. This motion passed 7-0.

OLD BUSINESS:

None

NEW BUSINESS:

None

PROGRAM REPORT:

Residential Services – Ms. Notestine reported on new applicants for In-Home Aide positions one of which has accepted a position pending background checks. The waitlist for services stands at 55. 100% occupancy of apartment units was reported with a current waitlist of 11 for one bedroom and 18 for two-bedroom units. A waitlist has been started for chore and home repair services. This list will be held in a google document made sharable with Habitat for Humanity in hopes of getting these clients needs fulfilled as soon as possible.

Nutrition & Life Enrichment Services – Ms. Mancina reviewed outcomes of the summer picnic on August 10, 2022. A thank you was pledged to Kline's Resort for providing the space to accommodate 120 individuals. Additional praise was given to Arby's, Birch Meadows, Woody Western, and Cottin's hardware for additional supplies and assistance. Congregate meal counts continue to increase with a membership drive planned in October. Hotdogs and donuts will be served on this annual event. Logo

decals have been ordered in preparation for the two new vehicles. The My Senior Center software program is also on the horizon. This will provide a kiosk for easy check-in for members as well as phone alerts for weather and other cancellations. Lunch will be served prior to the September board meeting at the fair in September.

DIRECTOR'S REPORT:

Ms. Riley showed her gratitude to all staff for their participation in making the summer picnic another successful event. The Multi-Purpose court will be painted next week. The SJC Board of Commissioners approved expenses of \$265,000 of which \$235,000 will be funded through ARP. These expenses include the purchase of a meal truck, administration vehicle, blast chill freeze, and other service-related equipment and supplies. The 2023 & 2024 proposed budgets are due to the county by September 02, 2022, along with a 5-year capital plan. The proposed budget will be reviewed by the board of commissioners and (if approved) effective January 01, 2023.

MEMBER'S TIME:

Ms. Pangle reported of Three Rivers Community Center (previous COA & Three Rivers library) will soon occupy Probate and FOC courts while renovations are completed at the courthouse.

Mr. Kline introduced himself and gave his gratitude for the presence of the COA in their rural community.

ADJOURNMENT:

A motion was made by Mr. Withers with support from Mr. Gelvin to adjourn the meeting. This motion passed 7-0 and the meeting was adjourned at 2:00PM.