

ST. JOSEPH COUNTY COMMISSION ON AGING
ADVISORY BOARD MEETING MINUTES – DRAFT

The October 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 Kathy Pangle, at 1:32 pm. Roll call was taken by George Letts.

PRESENT: Sarah Apwisch, Britt Buscher, Pat Dane, John Gelvin, George Letts, Lorraine Bolley, Kathy Pangle.

ABSENT: Deb Davis, Phil Kline, Clayton Lyczynski, II, Jon Withers.

AGENDA: A motion was made by Mr. Gelvin with support from Mr. Letts to approve the agenda as presented. This motion was approved 6-0.

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

PUBLIC COMMENTS:

None

MINUTES

Minutes from August 2022 were reviewed, and a motion was made by Mr. Letts with support from Mr. Gelvin to approve as presented. This motion passed 6-0.

FINANCE REPORT:

Ms. Butler presented the finance report from September 2022. Mr. Gelvin made a motion with support from Mr. Letts to approve the finance report. This motion passed 6-0.

OLD BUSINESS:

None

NEW BUSINESS:

None

PROGRAM REPORT:

Life Enrichment Services – Ms. Mancina discussed the new check in system and stated that members have been very cooperative and willing to use the kiosks. Members are able to sign in for activities as well as sign up for congregate meals using their membership card. Tablets are now available for member use thanks to a technology grant through AAA. These tablets are customized for use of seniors. Demonstrations and training will be provided to members as needed. The holiday party will be held at Sturges-Young on December 15, from 10:00am – 2:00pm and tickets will be available mid-November.

Nutrition Services – Ms. Hughes discussed the success of the “Dogs and Donuts” membership drive this month. The number of “to go” meals continue to increase. The state’s “Emergency Declaration” for carry out meals has been continued through February. The search continues for a program assistant/assistant cook. Interviews are being conducted in hopes of finding the right candidate soon.

Residential Services – Ms. Notestine reported turnover of 2 apartment units this month leaving occupancy once again at 100%. The waitlist is currently at 30 applicants. In-Home Aides are still be sought while the most recent hire (Karen) has received compliments from her clients and seems to be doing very well.

DIRECTOR'S REPORT:

Ms. Riley was not present at this meeting due to the MDSA conference. In her absence, Ms. Butler shared recognition for Katie Hughes and Cassie Graber as they celebrate 15 and 10 years of service with the COA. Board members were asked to discuss future presence of the advisory board meetings at the fairgrounds. Discussion resulted in several members agreeing that COA presence is important at the fair but is a difficult environment to conduct business. This subject will be discussed again before planning next September's meeting.

MEMBER'S TIME:

Ms. Apwisch shared information about Useless Creatures brewery downtown, Three Rivers.

Ms. Pangle discussed and upcoming press release regarding the allocation of ARP funds.

Mr. Letts complimented Ms. Riley's presentation at the recent Burr Oak Township board meeting.

Ms. Buscher shared her involvement with Prevention of Abuse & Neglect and her concern with the loss of funding for the kinship care program. Ms. Mancina explained that support for these individuals will continue through Caregiver Educational Support and Training.

ADJOURNMENT:

A motion was made by Mr. Gelvin with support from Ms. Dane to adjourn the meeting. This motion passed 6-0 and the meeting was adjourned at 2:17 pm.