

ST. JOSEPH COUNTY COMMISSION ON AGING
ADVISORY BOARD MEETING MINUTES – APPROVED 01/18/2023

The November 16, 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 1:35 pm. Roll call was taken by Jon Withers.

PRESENT: Sarah Apwisch, Lorraine Bolley, Britt Buscher, Pat Dane, John Gelvin, Phil Kline, George Letts, Clayton Lyczynski II, Kathy Pangle, Jon Withers.

ABSENT: Deb Davis.

AGENDA: A motion was made by Mr. Letts with support from Ms. Apwisch to approve the agenda as presented. This motion was approved 9-0.

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

PUBLIC COMMENTS:

None

MINUTES

Minutes from October 2022 were reviewed, and a motion was made by Ms. Pangle with support from Ms. Apwisch to approve as presented. This motion passed 9-0.

FINANCE REPORT:

Ms. Butler presented the finance report from October 2022. Mr. Letts made a motion with support from Mr. Lyczynski to approve the finance report as presented. This motion passed 9-0.

OLD BUSINESS:

None

NEW BUSINESS:

2023 Advisory Board Meeting Schedule – Decision was made to no longer hold an advisory board meeting at the fair in September. COA presence and activities will resume at the fairgrounds but the meeting will be held at one of the COA facilities.

PROGRAM REPORT:

Life Enrichment Services – 70 members participated in crafting gnomes; half will be used for the Holiday Party decorations. A couple of high school students were on hand as volunteers for this activity. October's Dinner night Out was catered by Tasteful Creations and the Three Rivers German Band provided entertainment. The check-in system has been very helpful in providing detailed information such as 7,000 hours of programming provided in the month of September.

Nutrition Services – Ms. Hughes gave high regards to Tasteful Creations for the a job well done on the Dinner Night Out venue. Christine Weiderman has been hired as the program assistant for Nutrition Services. A new route and driver have been added for home delivered meals. Shelf stable and holiday meals have been delivered. The SJC Staff Halloween Celebration resulted in \$89 being raised to assist

seniors in need with holiday dinner. Congregate "To Go" meals had been extended to January 15th unless notice is not released by the end of the day today. If notice is not given today, this will extend this option into the spring.

Residential Services – Ms. Hughes reported in Ms. Notestine's absence. Interviews are scheduled with several aide candidates in hopes of getting that long wait list down even farther. Apartment occupancy remains at 100% with the waitlist continuing at 21 for one bedroom and 11 for 2-bedrooms. Residents held their annual Trunk or Treat event for Halloween and Trinity Lutheran will be providing a Holiday Dinner for residents as well.

DIRECTOR'S REPORT: Ms. Riley shared her experience at the MDSA Annual Conference last month. ACLS Bureau provided state updates. Other seminars included Estate Planning which will serve as a great educational presentation for COA members and Emergency Planning for staff. Building rentals have resulted in \$13,539 so far this year.

MEMBER'S TIME:

Ms. Dane reported on the removal of the old Three Rivers hospital.

Mr. Gelvin gave recognition to both the activities and nutrition departments.

Ms. Riley

ADJOURNMENT:

A motion was made by Mr. Letts with support from Ms. Apwisch to adjourn the meeting. This motion passed 9-0 and the meeting was adjourned at 2:15 pm.