

ST. JOSEPH COUNTY COMMISSION ON AGING  
ADVISORY BOARD MEETING MINUTES – APPROVED (w/correction)

The January 18, 2023, 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 Jon Withers, at 1:35 pm. Roll call was taken by Kathy Pangle.

PRESENT: Sarah Apwisch, Lorraine Bolley, Britt Buscher (left at 3:06PM), Pat Dane, Deb Davis (left at 2:17PM), John Gelvin, George Letts, Kathy Pangle, Jon Withers (Left at 2:20PM).

ABSENT: Phil Kline.

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

OTHERS PRESENT: Pam Riley, Executive Director (arrived at 2:00PM); Katie Hughes, Nutrition Manager (arrived at 1:37PM), Ruth Mancina, Marketing & Life Enrichment Manager (arrived at 1:37PM); Nicki Notestine, Residential Services Manager; Kris Butler, Finance Manager; Dianne Wood, COA Member; Denell Reilly, COA Member.

PUBLIC COMMENTS:

None

MINUTES

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

FINANCE REPORT:

None

OLD BUSINESS:

None

NEW BUSINESS:

2023 Goals & Objectives – Ms. Riley reviewed goals and objectives with board members. This will be a working document to be used throughout the year by management staff.

Rivers Replacement Flooring – Ms. Mancina discussed the current challenges with the flooring in the community room and front lobby area of Rivers Enrichment Center. The carpeting has become a tripping hazard in exercise classes while the front lobby area is quite stained. Ms. Riley provided samples of flooring selections and is currently getting bids for this project.

PROGRAM REPORT:

Residential Services – Ms. Notestine reported on the hiring of 2 new aides and 1 chore worker, significantly reducing the waitlist for services. The chore worker will also provide some home repair services. The apartments are still at 100% occupancy with a waitlist of 25 for one-bedrooms and 11 for two-bedrooms.

Nutrition Services – Ms. Hughes reported an increase of 1,300 congregate meals from this time last year. Home Delivered Meals are running the same. The nutrition department will be celebrating the COA's 50<sup>th</sup> anniversary by providing a different state dessert every Wednesday this year. Production of 2<sup>nd</sup> home delivered meals is scheduled to begin in February.

Life Enrichment Services – Ms. Mancina discussed plans for celebrating the COA's 50<sup>th</sup> anniversary. There will be a big celebration at this year's summer picnic as well as open houses at each location. Plans have already begun for the 2023 Holiday Party and Dinner Night Out is scheduled in February.

**MEMBER'S TIME:**

Mr. Letts complimented staff on planning of the 50<sup>th</sup> anniversary celebrations.

**ADJOURNMENT:**

The meeting was adjourned at 3:07PM