

BELCHERTOWN COUNCIL ON AGING

Minutes for meeting on June 27, 2019

| <u>Members</u> | <u>Guests</u> | <u>Absent</u> |
|-------------------|-------------------------|----------------|
| Colleen Duro-Shea | Jessica Langlois | Maura Guzik |
| Robert Farrington | Gail Gramarossa-Liaison | Diane Plante |
| Jim Dowling | | Donna Bozoglos |
| Tim Niejadlik | | |

Bob Farrington called the meeting to order at 5:30 PM

Jessica introduced the new Select board liaison to the COA Board, Gail Gramarossa.

Minutes:

A motion was made to accept the minutes of the May meeting by Tim, seconded by Colleen Motion passed 4-0.

Directors Report

Jessica L. reported the following to the Council:

Staff: Heather Woodworth, current COA Aide has been chosen as the Outreach Assistant. Her start date will be July 9th. Advertising for the open COA Aide position will take place in FY20.

Programs: The Nutrition program had another successful month with 761 meals served in May. Currently 372 meals over the anticipated amount served.

New tracking sheets to come in FY20. Highlighting "Supportive Services" separate from "Recreation" and "Case Management" which will track Outreach's units of service.

Jessica spoke about the new software that has been purchased by the COA and the IT department. The current system that Cindy uses to track the nutrition program is outdate and may crash due to an over load of information. This new system will be up and running by October so that tracking may begin in time for the Nutrition programs FY start.

The new van has been ordered, estimated arrival date Sept-Oct 2019.

Motion to accept directors Report by Tim, seconded by Jim, motions passes 4-0

At May's meeting Bob asked that members come to the June meeting with idea for future plans for the COA and the Board. Jessica spoke about attending Dementia Friendly meetings with

Katy Martin, Activity/Volunteer Coordinator. The goal would be for Belchertown to become a Dementia Friendly Community. Gail stated that she also interested in this and is on the lookout for mini grants that the Department of Public Health offers.

Jessica states that another future goal is for a second van. Fundraising efforts have already started by the BSCCA.

Gail spoke of her willingness to help out the COA Board in any capacity that she is needed. She is very much interested in Belchertown becoming dementia friendly. She spoke of the Community Health Needs Assessment by Baystate Mary Lane and Wing. Lately there has been a big push for services for older adults. Potential resources may come from these assessments.

Other: No committee reports.

New Business:

The National Night Out will be held Tuesday, August 6th at the COA from 4-7p. Jessica encouraged attendance from members. There will be vendors in the dining room, police, fire and ems vehicles outside, MA State 911 mobile command unit, food, face painting, and giveaways.

Volunteer Appreciation Dinner will be held July 19th. Board members have been sent invites and asked to let Jessica or Katy know if they will be attending.

Old Business:

Jessica went over the decision of the WMEC Citizens' Advisory Council. The letters of intent were reviewed and they have recommended full proposal development on the Title III-C Nutrition Program (\$27,154/year) and Title III-B Medical Transportation (\$4,000/year). They are not recommending the Title III-B Outreach grant. Once full proposals have been written they will be signed off on by a member of the Board.

Reviewed warrant signature procedures and current need for Chairman to sign even the smallest requests. Jessica brought the letter from the Town Accountant showing that a member of the Board must authorize all bills. Bob states that it often becomes difficult to be back in Town to sign weekly as he travels for work. Topic to be tabled until August's meeting.

Gail is interested in the senior/veteran tax work off program, will look into this further. Previously the Board had been told that the Town was not interested in offering this.

This was Tim's last meeting. Jessica thanked him for his year commitment. Tim states he enjoyed his time.

Next meeting will be August 22nd at 5:30 PM at the Center

Motion to adjourn was made at 6:30 pm by Tim, seconded by Colleen. Motion passed 4-0

