

BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS
MEETING MINUTES
September 27, 2022

Call to Order:

Vice-chair Meredith called to order the regular meeting of Branch County Commission on Aging (COA) Board of Directors at 2:00 p.m. on September 27, 2022 in the dining room at H. & C. Burnside Center.

Roll Call:

Board members—*Present:* Directors Gordon Gentry, Julie Hurley, Ginger Kesler, Paul Meredith, John Petzko, and Don Thrasher. *Excused:* Director Janis Olney and Commissioner Tim Stoll, liaison. *Quorum established—more than one half of Board members physically present.*

Staff—*Present:* Debbie Ambrose, Amy Duff (present on Zoom), Freda Leupp, Allen Underwood, Pat VanDyke, and Sarah Wainscott.

Guests—County Administrator Bud Norman; John Hutchinson, Community Action of South Central Michigan home-delivered meals volunteer (present on Zoom); Diane Fales, former COA in-home services aide; Janet Shidler, COA MMAP volunteer; and Don Reid, reporter with *The Daily Reporter*.

Approval of Agenda:

Secretary/Treasurer Kesler moved, and Director Thrasher seconded, to approve the Agenda as written. MOTION CARRIED.

Approval of Minutes:

Director Petzko moved, and Director Gentry seconded, to approve the Minutes of the August 2022 regular Board meeting as written. MOTION CARRIED.

Public Comments: John Hutchinson, Community Action (CA) of South Central Michigan home-delivered meals volunteer, expressed displeasure in that COA had opposed CA's senior meals millage request, but with COA's newly planned expansion of the Branch County meals program, he hoped to continue as a home-delivered meals volunteer for COA, getting meals to people who need them. And it is a testament to CA that they are helping COA implement the program.

Departing Employee Recognition

In-Home Services Director VanDyke presented a certificate of appreciation to departing employee, Diane Fales, in-home services aide, in recognition of 16 years of service at COA.

Board Education—Medicare Medicaid Assistance Program

Janet Shidler, COA MMAP volunteer of four and a half years, reported on COA's Michigan Medicare/Medicaid Assistance Program (MMAP), which provides counseling on health-benefit options to clients so they can make their own informed decisions. MMAP counselors explain Medicare/Medicaid eligibility, drug plan open enrollment, and coverage.

Consent Items:

Director Gentry moved, and Director Thrasher seconded, to approve the Vouchers. MOTION CARRIED.

Staff Reports:

Executive Director Report—on file.

Programs Director Report—on file.

Programs Assistant Report—on file.

In-Home Services Director Report—on file.

Accounting Report—on file (July 2022 preliminary).

Unfinished Business:

HVAC Update

Executive Director Duff reported that an HVAC belt was replaced on a north hall unit. For the south hall, after the HVAC control board replacement with a Carrier unit and some programming, the humidity issue was under control. The mini-split unit in the mechanical room had to be re-insulated. So, all HVAC issues had been resolved.

AAA Grant Cycle

Executive Director Duff updated that the grant process for the new fiscal year was complete, and she presented a table showing the 2022-2023 funding allocations from AAA-IIIC. This reflected the August 25, 2022 decision by the Board of Health for the congregate and home-delivered meals contracts to go to the COA. Grant awards were sent out the week of August 29.

Duff updated on the nutrition program planning accomplished: training with software developer; Health Department initial discussion on kitchen license; transition plan between the COA and CA through December 31, 2022; Board of Commissioners approval of creation of a nutrition director position; job posted and interviews scheduled; Request For Proposal for catering in process for use after transition agreement with CA; companies turning equipment back on in commercial kitchen; met with current congregate and home-delivered meals volunteers, who are all willing to continue with COA.

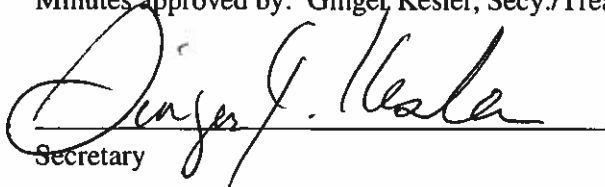
Public Comments: none.

Adjournment:

Secretary/Treasurer Kesler moved, and Director Hurley seconded, to adjourn the meeting at 2:42 p.m.
MOTION CARRIED.

Minutes submitted by: Sarah Wainscott, Staff Assist., BCCOA

Minutes approved by: Ginger Kesler, Secy./Treas.


Secretary