

**BRANCH COUNTY COMMISSION ON AGING BOARD OF DIRECTORS
MEETING MINUTES**

March 15, 2022

Call to Order:

Chair Olney called to order the regular meeting of Branch County Commission on Aging (COA) Board of Directors at 2:05 p.m. on March 15, 2022 in the dining room at the H. & C. Burnside Center.

Roll Call:

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

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

Guests—County Administrator Bud Norman (present on Zoom); Sam Greenburg, COA Alzheimer's support group leader; and Dorothy Herman, COA in-home services aide.

Approval of Agenda:

Director Petzko moved, and Director Hurley seconded, to approve the Agenda as written. MOTION CARRIED.

Approval of Minutes:

Director Hurley moved, and Vice-Chair Meredith seconded, to approve the Minutes of the February 2022 regular Board meeting as written. MOTION CARRIED.

Public Comments: none.

Employee Recognition:

In-Home Services Director VanDyke presented a certificate of appreciation to Dorothy Herman, in-home services aide, in recognition of 20 years of service at COA. Herman stated she enjoys working at COA. Executive Director Duff added that Herman is extremely reliable and clients have enjoyed her.

Board Education:

Sam Greenburg, COA Alzheimer's support group leader, reported the support group meets the first Monday of each month at Burnside. For the support group members, it is amazing to talk to others who know how they feel—and in a confidential environment. Greenburg understands that maintaining happiness is key in Alzheimer's caregiving; and she encourages the caregivers to take some time for themselves.

Consent Items:

Secretary/Treasurer Kesler moved, and Vice-Chair Meredith seconded, to approve the Vouchers as written. MOTION CARRIED.

Staff Reports:

Executive Director Report—Executive Director Duff made the Board of Directors aware that in terms of HVAC, the technician from LaPine came to look at the controls for the dehumidifier, and moved them

into the mechanical room. Also, the technician checked out the north wing due to its temperature inconsistencies, and is looking into how to resolve this.

Programs Director Report—on file.

Programs Assistant Report—on file.

In-Home Services Director Report—on file.

Accounting Report—on file (January 2022 preliminary).

Unfinished Business: none.

New Business:

Change April 2022 Meeting Time

Executive Director Duff asked the Board of Directors to consider changing its April 2022 meeting time due to the in-home aide that is to be honored not being able to attend at regular 2:00 p.m. meeting time, but rather between 4:00 and 5:00 p.m. Director Thrasher moved, and Director Hurley seconded, to start the April 2022 Board of Directors regular meeting at 4:00 p.m. MOTION CARRIED.

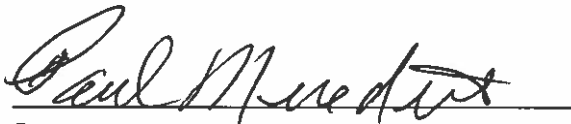
Public Comments: none.

Adjournment:

Director Gentry moved, and Director Thrasher seconded, to adjourn at 2:47 p.m. MOTION CARRIED.

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

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


Secretary

