

# EDGARTOWN COUNCIL ON AGING BOARD MEETING

April 19, 2019

## MINUTES

The meeting was called to order at 8:30 am, by Chair Jay Sigler. Also present were Board members Rosemary Cunningham, Nancy Ignacio, Mary Jane Carpenter, and Administrator Paul Mohair. Heidi, Stephen, and Marvene had advised they would be unable to attend.

**Minutes** Jay asked if there were suggested changes to the minutes. Upon motion by Rosemary, seconded by Mary Jane, the minutes as proposed were unanimously approved.

Jay observed new officers are elected every May. For this reason an ad hoc committee to propose a slate of new officers was appointed by Jay, specifically, Mary Jane, Nancy, and Heidi. These three will agree on a new Chair and Co-chair to be proposed at May's meeting.

[your humble editor has inserted here the following, the year each Board member's term expires: Marvene, 2019; Nancy, 2019; Jay, 2020; Heidi, 2020; Rosemary, 2020; Stephen, 2021; Mary Jane, 2021]

**Budget** Paul reviewed the budget report supplied to each with today's agenda. He said there are about \$2,000 in expenses not yet included in this report. He discussed various line items including building maintenance and utilities. Paul projected he will have to ask for more money from FinCom in June, but it will be less than he thought- probably two or three thousand dollars. There was discussion, particularly about the cost of maintaining the Anchors building.

He will have the finance request form at the next Board meeting.

Paul advised all employees got a 2.3 percent raise as of July 1<sup>st</sup>, approved at the April town meeting.

**Administrator's Report** Paul reiterated that he will be presenting a request to FinCom for more money for our operating budget.

Paul said he will post the ad for Wendy's replacement after the Board meeting. Jay said that he assumes it will state that we have a strong in-house candidate. Paul agreed and mentioned that Meris will be applying. Paul said Kim, head of our HR Department, approved the ad.

Paul reviewed the COA by-laws with regard to the Board's involvement in the hiring process.

Paul said the deadline for applications is May 9<sup>th</sup>. There was discussion.

Jay concluded that Paul and the staff will interview candidates and propose a selection. The Board reserves the right to question review and discuss his choice. There was further discussion. It was noted there is a six month probationary period within which the Board can review the new Director's performance and dismiss without cause if the Board deems it appropriate.

Responding to Jay, Paul explained that Wendy leaves at the end of June and he anticipates the person would be hired by the end of May, and then spend a month training with Wendy. Board members were concerned with our seniors reaction to Wendy's leaving. Paul said we'd have a

month for an orderly transition, allowing everyone to get comfortable with our new person. Paul will do regular evaluations, addressing any problems along the way.

Paul advised he had to permanently exclude a senior from the Anchors who is not from Edgartown. Because of her mental health problems, on at least three occasions, there were outbursts of anger, sometimes screaming obscenities. Jay asked how Paul would enforce this. Paul said, if need be, he could get a no trespass order from the police. He does not think it will come to that. Paul said he told her in writing that she could appeal this to the Board if she disagreed. Paul wrote her about three weeks ago.

Paul advised that he, Wendy and Victoria worked an Anchors display at the hospital health fair and that he and Wendy will be delivering meals with a volunteer, the Rockfish Restaurant manager, on Easter.

Paul said that Bree Cunningham, the woman who runs the State Protective Services Program, and other PS representatives, are coming to the island for a meeting on April 29<sup>th</sup>. All the other COAs (except Oak Bluffs), Healthy Aging MV, the Center for Living, MV Community Services, police chiefs, EMTs, and other island senior advocates will attend. There was discussion. Paul said he made it clear he does not want it to be adversarial, but wants to work cooperatively to get a full time PS presence here on the island. There was discussion regarding caseloads and strategies. Paul said he expects they'll maintain they are providing what is required. Jay asked about a part time PS caseworker. Paul said that was our first suggestion. Everyone agreed the next step is to go to Dylan Fernandes and our state legislature.

Paul spoke about our Safe Seniors training/power point presentation on May 20<sup>th</sup>, which he and Rosemary will conduct. There was discussion.

**Friends of ECOA** Although both Janice and Barbara responded to this meetings notice, neither are in attendance. Jay asked if Paul has heard from the Friends regarding plans for the recent large bequest they received. Paul said he was told the Friends want to use it to expand our big room, but has heard no more. Various ideas were discussed, including creating more parking, buying a van, and hiring a driver.

Paul said he will attempt to get some movement from the Friends in this regard. The Board agreed to help.

The Anchors staff then entered and everyone sang Happy Birthday to Rosemary.

**Director of Senior Services** Wendy handed out copies of her letter of resignation, effective June 30<sup>th</sup>. Replying to Rosemary, Paul said the letter will be kept in Wendy's personnel file with a copy to Human Resources and be made a part of the minutes of this meeting. There was discussion about Wendy's future plans. The Board wished her well and good luck with everything.

Wendy proceeded to talk about upcoming Anchors events, including Easter meal deliveries of about twenty to thirty meals. The Selectmen are coming to lunch, a meet and greet that they do annually. Next month in May we have Name that Tune, with Adele, and Conversations with Jay and high school students. Meris and Wendy are together arranging a trip to Heritage Gardens in Sandwich. Shawn, our hearing specialist, will give a talk on hearing loss and health. There may be a field trip to Misty Meadows, Rising Tide Horse farm. We are hosting another CPR class for seniors. Jay asked if Wendy will be training the next person to do the newsletter, to which she answered yes, and that she (Wendy) is organizing file folders with instructions and explanations. There was discussion about Wendy's replacement. Paul reminded the Board that Wendy was

gracious enough to allow for a month of training. Paul said the new Director of Senior Services begins July 1<sup>st</sup>. Wendy then left the room.

Paul told the Board that, although he is not submitting a formal resignation, he believes he would be leaving in about six months. Paul said it will be an orderly transition; he would not leave until he was confident the Anchors is running smoothly with his replacement.

Jay advised the Board should be more involved in the hiring process of Paul's replacement.

Rosemary asked if the Board conducts the interviews and hires the Administrator. Paul said yes, the Board will interview the candidates. There was discussion regarding the skill set, experience, and personality of a successful Administrator.

**Outreach:** Victoria entered the meeting. She described a client, a younger senior working full time, who has liver dysfunction and is relying on medication for which the co-pay is \$2600 a month. After exhausting all other resources, the Friends paid one month's co-pay. Our SHINE counselor Bill Glazier was able to get some help for her. The client is an Edgartown resident. At Jay's request, there was discussion about services and Friends' resources for non Edgartown residents. Paul said we need to be careful about whom gets our services, other than seniors from Edgartown. There was discussion regarding use of Anchors resources and services outside of Edgartown, island-wide.

Victoria advised Marvene has volunteered to participate in our EMT outreach program. Victoria will train Marvene for the home visits. Victoria talked about an EMT outreach visit and the services provided with the EMT. There was discussion about the outreach and lock boxes. Victoria advised there is a lack of caregivers on the island resulting from a dearth of housing, and low pay scale. There was discussion about Elder Services, home aides, caregivers, and services in general. Specific cases requiring caregivers were further discussed. All agreed there were no immediate solutions on an institutional basis. We will do the best we can ad hoc with each case.

**New Business** There was no new business.

The meeting was unanimously adjourned at 10:02 am.

Our next Board meeting is Friday, May 17<sup>th</sup>.