

EDGARTOWN COUNCIL ON AGING
BOARD MEETING
September 20, 2019

MINUTES

The meeting was called to order at 8:30 am by Chair Rosemary Cunningham. Also present were Board members Jay Sigler, Mary Jane Carpenter, Nancy Ignacio, Marvene O'Rourke, Heidi Boyd, Stephen Miller, and Administrator Paul Mohair.

Minutes The minutes from the June 21, 2019, meeting were unanimously approved and adopted as proposed.

Budget Paul presented the budget expense report as of September 16, 2019. Paul said the report did not include the last two weeks' invoices and expenses so that there is about \$4,000 in additional expenses that do not appear on the report, \$2,000 of which was spent on advertising for the open Administrator's position. Paul said we are otherwise where we should be, budget-wise, at this point in the fiscal year. Paul also pointed out that, because both he and Wendy are being replaced, and he assumes our replacements' starting salaries will be at the first step of each salary grade, there will be a personnel surplus of about \$25,000 at the end of the fiscal year. He said that, with the permission of the town finance committee, the surplus may be used for operating budget expenses.

There were no questions about the budget report.

Administrator's Report Paul said the Community Vision Foundation awarded us a grant of \$2,500 to fund a part-time outreach worker this fiscal year, as they have in the past. We will use this with our annual formula grant award to hire and pay a part-time outreach worker about 18 hours a week for 26 weeks. The formula grant application has not been posted yet. Responding to Jay's question, Paul explained the formula grant money becomes available from the town when it receives the signed formula grant agreement from the state. The town will then allow us to access funds from the town's treasury. Because the grant application is late this year, the contract won't probably be signed until January, next year. There was discussion.

Paul recited recent donations from the Friends, including a commercial dishwasher.

Paul also spoke about having raised the \$2 Tuesday lunch to \$3. He said this should prevent the account from going into the red. It has not affected attendance and there have been no complaints.

Paul said he will follow up on our Protective Services island case worker project at the end of the month, which is the end of the 90 day period he gave Bree Cunningham to place a case worker on the island.

Paul will also see that his replacement follows up with and continues to implement our Safe Seniors program. He thinks we should run another training and power point presentation this fall. There was discussion.

Paul said Dianne Durawa is resigning from her position as Edgartown liaison to Healthy Aging Martha's Vineyard and would like someone to replace her in this position. Paul said if anyone is interested or knows someone who might be interested to contact him whenever convenient.

Yesterday Paul attended an island transportation committee meeting which is collaborating with the Cape transportation authority to get island seniors to medical appointments on the Cape. They are making progress.

Paul distributed a written report on Anchors services and events for last month. Paul said it was easy to create with the MySeniorCenter program. He submits such a report monthly to the town administrator.

Special Administrator Search Committee Report Rosemary advised there were five applications for the administrator position: three men and two women, four of whom live on Martha's Vineyard in Edgartown. Paul passed out resumes for each of the applicants to each Board member. Paul described how he had posted the ad in local newspapers and state-wide web sites. There was discussion. Rosemary suggested we interview all five candidates within two weeks. There was discussion, all agreed with the application and interview arrangement as proposed. Paul reminded everyone that the entire process is confidential. Rosemary explained that the committee will conduct the interviews and bring its recommendation back to the full Board. Jay observed, and all agreed, that, after reviewing the resumes, anyone on the Board may offer input, comments, or suggestions as to the applicants and the interviews. Paul will call the applicants to schedule the interviews. Stephen suggested the applicants tour the building and meet the staff after the interviews. Marvene recommended scheduling interviews for a less busy day. Paul said this may not be possible and we may have to cancel some programming on the day of the interviews. We will interview in the fireplace room. There was brief discussion.

Director of Senior Services Meris entered the meeting. Meris has been the Director of Senior Services since July first. She discussed programming and the Anchors events calendar. She mentioned next week's trip to Boston for which she has a full bus. Meris described a few more trips she may plan in the future. She said someone suggested doing a program with one of "The Great Courses" entitled "The Aging Brain." This would replace our twice-a-month conversation group, of which Jay has been the group leader. It is a thirty minute video of a college level lecture on a particular topic which includes written material and discussion. Jay asked about the length and frequency of the program. Meris said we have three Monday mornings per month open from 9 to 11 am. There was some discussion about this and other proposed programming. Meris is also doing a Falls Prevention program at lunch today. Falls prevention was discussed. Meris talked about starting a painting class. Meris mentioned she and Victoria will be attending the annual MCOA conference on October 2nd, 3rd, and 4th. The Board thanked Meris for doing such a good job and she then left the meeting.

Outreach Victoria entered the room. She said she's been very busy with outreach this summer. She described some cases, including an elderly woman who moved to the island without family or a caregiver on the island for whom we made a Protective Services referral. Similarly, a ninety-three year old woman moved to the island. Her daughters live in Europe. She is extremely compromised. We will probably do a Protective Services referral for her, though she may not let someone into her home. There was discussion about Protective Services and how it might proceed in such a situation. Victoria explained her involvement in a few more Protective Services types of cases, including a couple that needed support and services. Protective Services did accept Victoria's referral for the couple. She talked about the EMT outreach visits in which Marvene was also participating. There was more discussion. Victoria spoke about a Chilmark

program called the Martha's Vineyard Reserve Medical Corp that will help provide medication to frail elders in the event of a storm, weather event, or emergency. We will try to extend the program to Edgartown seniors. Marvene suggested the Edgartown Board of Health do something similar. The Health Aging Falls Prevention program was discussed. There was brief discussion and Victoria left the room.

Friends of ECOA Report No one from our Friends was present to give a report. Paul suggested a resolution accepting the recent three donations from the Friends. Rosemary read from a letter Paul had prepared which listed the donations as follows:

1. \$751 payable directly to the COA "Special Account" to help fund our senior meals lunch program.
2. \$2,500 payable to the town of Edgartown as a grant to fund a part-time outreach worker/assistant events coordinator in FY 2020, who will work less than 20 hours per week.
3. A new commercial dishwasher for the COA kitchen to support the senior meals lunch program, the cost of which is \$5,368.13.

A motion made by Marvene, seconded by Nancy, was approved unanimously resolving that the Board accept the donations and the letter to the Selectmen so stating be signed by Rosemary on behalf of the Board.

There being no new business, the meeting was adjourned at 9:55 am.

The next scheduled meeting is October 18, 2019.