

EDGARTOWN COUNCIL ON AGING
FEBRUARY 27, 2014 BOARD MEETING
MINUTES

The meeting was called to order at 8:30 am by Chairperson Chris White. Present were Board members Olga Church, Glenn Carpenter, Kevin Ryan, Nancy Shemeth and Administrator Paul Mohair.

Minutes Copies of proposed minutes from the January 16, 2014 meeting were distributed and read. Upon motion by Kevin, seconded by Olga, the minutes as proposed were adopted unanimously.

Budget Paul distributed copies of the budget report with expenses as of February 21st, and as reported by the town accountant and town bookkeeping system, MUNIS. Paul said the total expenses are about exactly where we should be at this point in our fiscal year. He pointed out again the miscellaneous expenses include non-food lunch related items, such as napkins and take-out paper bags. There was general discussion about lunch costs. Paul said he was confident that at the end of the fiscal year, we would not be over spent. He explained he was allowed flexibility with non-personnel salary line items, taking money from one line item for another. Chris asked about some instate travel expenses, projected costs. Paul said they were mostly for the annual MCOA conference in Sturbridge.

Olga and Glenn inquired as to the job classification status of Diane and Wendy. Paul said he was waiting for the state to respond to Diane's proposed job description; he said he received word from the Personnel Board that Wendy is allowed to carry her accrued time and sick days from the four years she worked at the Center for Living, and that her COA personnel file does reflect the time and these days. Nancy asked about the telephone costs. Paul said they are low because Adam bundled the phone with the internet and TV cable, and that the TV cable is donated by Comcast. Paul said he over estimated telephone expenses. Paul said the TV is rarely used, except for DVDs. Nancy asked about building maintenance. Paul said there are some repairs that have not yet been paid for, including a leak in the kitchen ceiling; and that he has the balance earmarked for specific maintenance, upkeep, and repair. There was discussion.

Program and Volunteer Report Wendy then came to the meeting. She distributed the newly designed March newsletter, which is on a better grade paper, multi-colored, and has photographs. There was brief discussion. Wendy mentioned she had the high school leadership class in last week which spent time with some of our seniors; they will return in coming months. Wendy recited various activities, events, and trips that have taken place and that will happen in the near future. These included visits by grammar school children, an Edgartown Museum trip, "Coffee With a Cop," a presentation by the fire department, and many more, including trips, music, classes, and a bike ride. Wendy has three new volunteers and may have some high school students who will teach computers for us. Also, she has a number of art exhibits lined up to be hung every month in our ground floor common area.

Glenn mentioned a recent newspaper article about the island homeless which initiated a discussion about the size of the homeless population. The Board asked how Wendy was doing; she said she is happy, the job is fun, there has been no conflict, and everyone seems comfortable with her on staff.

Wendy then left the meeting, after which the Board discussed and complimented the new appearance of the monthly newsletter.

Outreach Report Victoria entered the meeting and said she had gone off island yesterday to tour the "Green House" model in Chelsea, which is the latest in senior housing and care. There are only two in this state; they are modeled after small residential homes with shared common, community space, such as kitchen facilities, and include assisted living and nursing homes. They

are privately owned and paid for with or without Medicare and other subsidies. There was discussion.

Victoria says she is handling all the fuel assistance applications until Wendy is trained and can take some applications. She delivered two restaurant meals last week and, in response to Glenn's inquiry, described the program. There was discussion about free meal programs on the island and housing for the homeless. At Paul's request, Victoria described the Healthy Aging Task Force's plan to implement a Gatekeepers-type senior watch program and the process by which a report of a senior in need is usually handled when we have received such a report.

The Board complimented Victoria on the lengthy Gazette article last week covering her Memory Support Group. Victoria then left the meeting.

Friends of ECOA Report No one from our Friends was present.

New Business Dianne Durawa entered the meeting to talk about the Gate Keepers program. She gave a brief history of the program, how and where she learned about it in 1994 at a conference, and developed it on the island with the other COAs and the ICOA. Diane showed the brochures and posters that were created for the program. The concept was to educate and train workers and the public at large to recognize when a senior might be in need and to give them a number to call to report a possible problem. Dianne gave a few examples of her personal experience in this regard. She is on a subcommittee of the Healthy Aging Task Force that is interested in seeing the program revitalized in some form, if not the original. Dianne agreed with Kevin that the program needed a new, different name. Glenn asked what happened to the emergency 311 phone call program; no one at the meeting was sure, but agreed it should be pursued. Dianne said the Gate Keepers was dropped around 2012. There was further discussion regarding how a Gate Keepers-type program should and would work. Nancy suggested articles in the local newspapers alerting people to report seeing someone possibly at risk or in need. Dianne described the "One-Stop" committee work, developing a place or office that will serve as a central contract for inquiries and support referrals for seniors. There was more discussion about the name, form and organization of the program. Dianne said this will be a work in progress with her committee and other COAs and then left the meeting.

Administrator's Report Paul distributed a short report on Anchors' senior attendance in the first half of our fiscal year (July to December, 2013); almost all categories showed an increase, including our lunches which have increased substantially. There was brief discussion. Paul said we are planning more exercise classes and activities, like a bike ride, which will hopefully increase attendance in exercise. Paul reported the staff morale was very high and performance is excellent; the seniors appear to be very happy and respond positively to programs, activities and our people.

To answer Olga's question, Paul reiterated that our lunch program is at risk in the sense it is not paying for, or sustaining itself financially. Accordingly, as posted in our latest newsletter, we intend to charge and collect for meals that are ordered and prepared but not eaten because the people did not show up for lunch. Beginning April, we shall initiate this policy and hopefully it will eliminate the waste and cost of preparing meals that go uneaten. This is one of a few ideas to decrease the overall cost of providing the lunches. There was discussion.

MV Center for Living No one from the MVC4L was present. Paul said he was told the plans and design for the C4L building at the airport are being reviewed at the County Administrator's office and that it mostly now seems to be a question of securing the funding to make it all work. There was brief discussion.

Administrator's Evaluation Chris said she had input from all Board members and that she would come by the Anchors to complete the evaluation with Paul tomorrow.

Upon motion by Olga, seconded by Nancy, the meeting was unanimously adjourned at 10 am.