

Re: May 2022 COA Board Meeting

Jim DeArruda <jdearr@gmail.com>

Sun 5/8/2022 10:01 PM

To: Council on Aging <councilonaging@dighton-ma.gov>;

Cc: Tom Ferry <tferry@dighton-ma.gov>; Adele Collard <ajcollard@comcast.net>; ireneallie (ireneallie@verizon.net) <ireneallie@verizon.net>; Dr. James Hoye <drjames@drshoye.net>;

Here are the minutes from April 6 meeting:

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Dighton Council on Aging, 7:30 am April 6, 2022, Prime Time 1059 Somerset Ave.

Attendance: Chairman T. Ferry, J. Hoye, A. Collard, J. DeArruda, Director Bela Powell, Town Administrator M. Mullen
Town Accountant

Approval of Minutes

Motion: Hoye; second, DeArruda; unanimous

Bristol Elders Report

Nancy Munson's final meeting. New CEO is Judy Klein.

Clinical Assessment and Eligibility procedures presented to explain how clients are monitored to assure proper use of services.

Motion to allow Director to pay bills: Hoye; second Collard; unanimous

Directors Report

- Prime Time Clients- currently enrolled - 12 (5 Dighton Residents) There are 30 (10 Dighton Residents/20 Out of Town) on waiting list.
- Payment Designation Authorization form needs to be signed by COA Board members
- Contacted BES, L Dahlborg re: our American Rescue Plan Act Round 3, contract amendment ending date June 30, 2022, assured me \$47 rate until 2024.
- Contract negotiations for Bela with Mr. Ferry and Town Admin., rescheduled for Monday April 4th, 1pm
- Clerical Union Wage Survey held on March 30th (Bela & Sheila attended)
- Prime Time Opening Date: May 3, 2022? Sheila vacation April, 26,27,28,29? Bela vacation May 23-27?
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Restructured Prime Adult Day Program with input from Sheila, operating P.T. on Tue. Wed. and Thur., staffing, attendance charges, etc.

- Possible restructure of COA, (moving COA to P.T (will lose break room, staff lockers, sick room, art room) and/or holding COA Programs at P.T on Mondays and Fridays, Director will hold office hours on Wednesdays 8-3 @ Lincoln Village. (A. Sullivan, Resident Coordinator at L.V. on Tuesday 8-2)
- Support Group to continue at L.V. (Please see Vision Plan)
- Begin hiring process for Administrative Assistant to COA (35 hrs.) ASAP (before opening) (This is a union position and must be posted before putting out to the public.)
- Begin hiring process for Prime Time Office Assistant (19.5 hrs. non-union position) ASAP (before opening)
- Begin hiring process for Program Manager at Prime Time, ASAP (This is a union position and must be posted before putting out to the public.)
- Propose to increase Prime Time Private Paying clients from \$30 to \$40 per day. Offer one day of Romero Grant to help Current, Dighton, Private Paying attendees, that this might be a burden on.
- Sheila reaching out to employees and current clients re: new P.T. schedule and new attendance rate, etc.
- Podiatrist will be at Prime Time on April 25th
- Met with Town Accountant re: COA/PT Budgets (a little better understanding)
- Scheduled and advertised an introductory class for each of our (3) Fitness Classes.
- Attended a virtual Supportive Day meeting with Sheila
- Reached out to Town Admin. re: COA Facebook page and Dighton News & Events Portal
- Processed Blue Cross & Blue Shield Fitness Reimbursement for Fitness attendees (unable to do all)
- On Tues., March 29th, Verizon changed COA tel. lines # 508-823-0095 and fax 508-828-9108 to FiOS
- I've recently signed up with the MCOA Community, will continue to advise all our resources, vendors, etc., of new COA Director
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Inquired with Town Clerk re: possible 2-3 hour handout of info. on COA & P.T. at April 9th Voting

- Prime Time activity room door fixed, (electric motor burnt out), need to fix (2) door shades
- Yoga instructor gave her notice, but has since retracted it. (Contacted possible new instructor)
- Spoke to Board of Health re: Serve Safe; together will schedule a training for COA employees, BOH employees and any other town dept., or businesses that may need to renew, need 15-20 attendees. BOH is up for renewal in November 2022. Todd Pilling willing to work with us. (Our employees were certified through BES Nutritional training in October 2021.
- Sheila and I to attend (Old Colony History Museum, 66 Church Green, Taunton) Open house Friday
- April 8th, 2-4 offering events and programming for our population
- Attending EMOT meeting virtually on Wednesday May 4th

New Business

Director contract consideration.

TA Mullen intends to present plan for COA vision prior to budget talks.

Discussion of hires/job descriptions: Director, Chairman, DeArruda, Mullen to meet week of April 11.

Facebook page needs Board of Selectmen approval.

Public Health Nurse wellness clinic.

Activity door motor fixed.

Motion: To set rates at \$47 for non-residents, \$40 for residents: Hoye; Second: Collard: unanimous

Old Business

Adjournment

Motion Hoye; second DeArruda; unanimous

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Jim DeArruda
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On Sun, May 8, 2022 at 8:54 AM Council on Aging <councilonaging@dighton-ma.gov> wrote:

The Dighton Council on Aging Board Meeting has been scheduled for Wednesday, May 11th at 1 pm at Prime Time. I will email agenda on Monday to you and post at the TH also.

Thank you,

Bela

Sent via the Samsung Galaxy S22+ 5G, an AT&T 5G smartphone

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