

# **MONTMORENCY COUNTY COMMISSION ON AGING**

## **MINUTES FOR MARCH 21, 2024**

**PRESENT:** Randy Wiscombe – Chairperson, Don Edwards – Vice-Chairperson, Corleen Proulx (Corky) – Treasurer, Joe Bouchey- Hillman Rep.

**STAFF:** Beverly Crawford – Interim Director, Jeanne Steele-Brady – RN, Vicki Goodburne – Accountant, Linda Kline – In Home Coordinator (Minutes)

**GUESTS:** Paper representative on Zoom

- I. **Call to Order:** The meeting at MCCOA office was called to order at 5:30pm by **Randy Wiscombe.**
- II. **Roll Call:** Quorum established; Four members present.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was led by **Randy Wiscombe.**
- IV. **Mission Statement:** The MCCOA Mission Statement was read by **Corleen Proulx.**
- V. **Approval of the Agenda:** **Edwards motion** to approve agenda. **Bouchey seconded motion. Motion carried 4-0.**
- VI. **Approval of the Minutes:** From 01/18/24, **Edwards motion** to approve minutes. **Bouchey seconded motion. Motion carried 4-0.**
- VII. **Introduction of Northstar Palliative Care:** Proulx explained a handout that was given for information for the board to look at and review. Will be readdressed later.
- VIII. **Financial Report:** Monthly financial information presented by **Goodburne.** The Congregate total meal count for Atlanta was 304, Hillman was 425 and Lewiston was 364, **Total meals 1093.** Home Delivery Meals Atlanta 792, Hillman 1057, and Lewiston 1092, **Total meals 2941.**
- IX. **Nurse's Report:** Nursing report presented by **Steele-Brady.** There was a decrease in program clients by 5 clients, 5 discharges, and 34 re-certifications. Increase in homemaking. Decrease in personal care. Increase in respite care. Waivers stayed same.
- X. **Director's Report:** Presented by Interim Director **Crawford.** BSB Contract was accepted and the new phone system will be installed by the first April. New Employee for the Hillman Cook Aide position. Fund Raiser (MOW Circles) \$185, so far. VA Contract is very close to being finally approved and implemented.
- XI. **NEMCSA AUDIT: April 18<sup>th</sup> – General and In-Home Assessments. HDM Assessments at Hillman July 9, 2024.**
- XII. **By Laws Regarding the Representation to the MCCOA Board Eligibility for Membership – club member/county lines –** look into see if it is possible.
- XIII. **Adjournment:** Motion was made for adjournment made by **Edwards** and seconded by **Proulx. Motion carried 4-0.**

Minutes recorded and submitted by Linda Kline, In-Home Coordinator.

