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ORLEANS TOWN CLERK

K. Devlin, Asst.

**Orleans Council on Aging
Board of Directors Meeting – October 26, 2011
Call to Order: 1:00 PM Adjourned: 2:00 PM**

Members in Attendance: Priscilla Barr, Phil Halkenhauser, Frank Suits, and Frances Bonscher

Orleans COA: Elizabeth Smith

Town Hall: Myra Suchenicz, Assistant Town Administrator

Agenda: Adopted.

Secretary's Report: Adopted with amendment to exclude Orleans residency requirement for the position of van driver.

Treasurer's Report: Accepted with comment that TDC financials for September will be positive.

The Board congratulated Liz on her outstanding achievement of being chosen for the prestigious "Director of the Year" award from the Massachusetts Councils on Aging (MCOA).

Director's Report:

- At the MCOA meeting Liz participated in a Living Life Well workshop to help build resiliency in seniors in combatting depression. A program will be held in Orleans on November 14th.
- Liz participated in a community program at the Federated Church in Orleans covering substance abuse.
- Moving On.** Georgia Neil held a grant funded four-week workshop to build strength and coping skills in seniors dealing with changes and substance abuse. Due to the success of the program, a six-week program is scheduled for January that will also be grant funded.
- Cape Cod Community Foundation** has funding available for Orleans. Liz plans to apply for funding to cover either the "Chicken Soup for Caregivers" facilitator's salary or a flat screen TV for TDC.
- As co-chair of the **MCOA Supportive Day Working Group**, Liz has invited Sheila Neu of the highly successful Dighton Prime Time program to share her ideas with TDC staff on how to improve record keeping.
- AARP** is in the process of changing their tax return preparation program. They intend to consolidate the number of sites at which to hold their program and will advise of their results shortly.
- Equipment:**
 - New purchases being planned include a red toilet seat to better accommodate Alzheimer's clients, a new vent fan expected to cost around \$1500, and a new freezer.
 - A quote for cork flooring for TDC will be solicited.
- Student Volunteers.** Barbara Dominick, guidance counselor at the Nauset Middle School, has organized a group of eighth graders to rake lawns for seniors.

-Art Opening. The spring art opening is being scheduled for June 26, 2012 to coincide with the OIA Garden Tour. The OIA requested to serve their refreshments at the COA again next year. In order to pay for the art insurance, the Board approved holding a juried art show and sale of lower Cape artists under the auspices of the Friends.

-Staff Issues:

-John Jennings, our custodian, has died following a recurrence of his illness.

-Interviewed candidates for the custodian and van driver positions, both of which we hope to hire.

The next meeting is scheduled for December 7, 2011.

***Approved by the Orleans Council on Aging Board of Directors
At the meeting held on April 25, 2012***

ORLEANS COUNCIL ON AGING

Director's Report for October, 2011

BUILDING & EQUIPMENT ISSUES

The new van is not in our possession yet as the lease agreement with the CCRTA (Cape Cod Regional Transit Authority) requires that the van be driven 35 hours a week. We don't have enough driver time approved to drive both vans that number of hours. The Town Administrator is reviewing this issue.

PROGRAMS - October, 2011

Building use: 589 different clients participated in activities 2125 times.

Van usage: 66 clients took 714 rides

Zumba Gold is the hit of the year! Over 14 people have been attending and they asked for a second class during the week. An evening class will be added: July.

The VOLUNTEER APPRECIATION luncheon was attended by 77 of our 213 volunteers. Those in attendance enjoyed the delicious meal and the thank you gifts. The gift this year was a pocket calendar with the Center's logo plus a ticket to one Cabaret of their choice. Three Selectmen attended the event; Susan Christie, David Dunford and Jon Fuller.

THE DAY CENTER:

The program was open 21 days with 41 (up 3) different participants: 23 (up 6) women; 18 (down 3) men for a total attendance of 313. Ages ranged from 49-59 with an average age of 88. Clients averaged 7.6 visits per month. 5 new clients were enrolled and 0 clients were discharged. Clients from Brewster 6; Chatham 5; Dennis 1; Eastham 3; Harwich 3; Orleans 22 and Yarmouth 1.

STAFF INFO:

Awards to staff at the September staff meeting:

- Sue suggesting van trip to Odd Job Lot & Dollar Store in Dennisport
- Scott for suggesting chamois cloths instead of paper towels for counter
- Sue C. for stepping up in role as Day Center Director

OUTREACH DEPARTMENT – October, 2011

Sue Beyle and Mary Ellen Lavenberg

- Complete 5 new client intakes; visit 185 prior clients.
- Conduct 64 office visits and 28 home visits for 568 units of service.
- REACH referrals from Fire Department = 98 clients being contacted.
- Provide 59 transportation services.
- Referrals from other agencies; 23 family; 16 neighbor; 8 Other Town Departments; 0 Local businesses; 11 Internal staff.
- Fix-It Corps provided 101.25 hours of assistance
- Referrals to other agencies: 49 VNA ; 30 Private Pay helpers; 25 Elder Services; 14 The Day Center; 57 other services

Mary Ellen Lavenberg Case Study:

Sue Beyle Case Study: Female, age 84 years old – widow

Georgia Neil: DONE Held 18 sessions with 5 individuals, all in the office. In addition, I led the last of the 4 sessions of the Transition Group, which had 7 people.

Hi is in her 80's and originally came to therapy with major depression. She was struggling with motivating herself to do things. After several months, she agreed to come to The Day Center, which has been extremely beneficial. It has helped her resolve her ambivalence about being on the Cape and lessened her loneliness. Her depression is largely resolved.

(Director's note: This program is funded by a "Transitions Workshop" opportunity from the Cape Consortium. We needed to develop a 4 to 6 week workshop and submit the plan. After being approved, additional funds were offered so Georgia and I decided to add lunch, at no charge. It has gone well.

DIRECTOR'S MEETINGS – October, 2011

Notarize paperwork	
Attend MCOA Conference	Sturbridge
Attend Friends Board meeting	
Attend CHNA Meeting	Barnstable
Schedule potential van driver for test drive	Orleans
Interview another potential van driver	
Hostess at Cabaret	
Meet with AARP Safe Driving Instructor	
Panel participant at Orleans Forum re: transportation	
Meet with Wellness Facilitator	
Participate in forum at Federated church re; elders and substance abuse	
Attend COAST meeting	Dennis
Host State Supportive Day Working Group	Eastham/Orleans
Attend AARP "issues" meeting	Wellfleet
Purchase supplies for "Live your life well" Forum	Orleans

Respectively submitted Elizabeth J. Smith,
Executive Director

Town of Orleans

The **ORLEANS COUNCIL ON AGING BOARD OF DIRECTORS**

Will hold a MONTHLY MEETING

On **Wednesday, October 26th, 2011** **1:00 PM**

At Orleans Senior Center
150 Rock Harbor Road Orleans, MA 02653

FOR THE FOLLOWING PURPOSE:

AGENDA

1. Call to Order
2. Adopt Agenda
3. Secretary's Report
4. Treasurer's Report
5. Director's Report

NEXT MEETING: WEDNESDAY, December 7th, 2011

Date Posted

Signature, Executive Director

By Whom

Canceled Date

Date_____

Rescheduled_____