

MEETING MINUTES

Town of Heath
Council on Aging
Conference Call
January 8, 2021

Called to Order at 3pm by Eileen Lively with Gloria Fisher, Donna Hyytinen, Victoria Burrington and Liz Scalzo in attendance. No others joined in the telephone conference.

Review Agenda: Gloria added Town Website to the New Business agenda. Liz mentioned that she added to the minutes and agenda two categories: Old Business and New Business. There were no objections.

Review Minutes of November 29, 2020: Gloria had a few clarifications to make then made the motion to approve the minutes as amended with a second from Victoria. The motion carried unanimously.

Review Minutes of December 2, 2020: Gloria noted a couple of typos then made the motion to approve the minutes as amended with a second from Victoria. The motion carried unanimously.

OLD BUSINESS

Grab 'n Go Meals Victoria informed the COA that a request to use the kitchen at 18 Jacobs Road should first go to the Building Use Committee who will then make a decision. If they feel it is relevant, they will submit the request to the Select Board for final approval. Victoria proposed to plan a Grab 'n Go meal for either March 24th or 25th. This would allow prep time and suggested making two different soups with two types of bread with cookies for dessert. 2 people could be in the kitchen area with 1 or 2 people bagging. Distribution would be between 2:30 – 3:00 pm utilizing 1 or 2 people. Eileen stated that if people could not pick up, she would be willing to deliver meals. Eileen also mentioned that she made turkey soup for some local residents in December, but the containers she purchased were not great. She did some research and learned that WB Mason in Greenfield sells containers. Since we have a tax ID #, we receive tax exempt status as a non profit organization and they also deliver. All agreed this would be a good resource and Eileen will setup an account for future orders. She also mentioned that there is a big need out there in Heath for food support. The COA agreed that this first meal would be free since we have available money. Meals would be available to anyone age 60 and older. All agreed that Victoria should begin the kitchen use request for March.

Neighbor to Neighbor (Wellness) calls - Follow up and Assignments Eileen stated that no calls have been made to date. Members of the COA should submit names of people they would like to call to Eileen and Liz. Once all the assignments are made, an updated list will be compiled and we will all make calls. Eileen provided a history of the list distributed. It was compiled, as a special needs list and gleaned from two other separate lists from the Emergency Management Team and COVID 19 special considerations list.

Sending Cards There were a few thank you calls made to the Co Chairs. The card distribution worked out well with a lot of background work done by Eileen in compiling the list. Eileen will give Liz a copy of the mailing list to transfer onto a spreadsheet. The COA will try to send out a card for the springtime (see New Business). We could include it with the Grab 'n Go meal and those remaining could be mailed.

Communicating with Heath Seniors – Needs Assessment Survey/Questionnaire Gloria will email the COA members some potential questions for discussion at the next meeting. If there is a particular question you think would be helpful, email Gloria.

Foot Clinic Eileen announced that the next foot clinic will be held next Tuesday/Wednesday (January 12th and 13th) at 18 Jacobs Road. Eileen has contacted the accountant for funding information but has received no reply. A short discussion ensued about finances, but since the COA does not manage the foot clinic, it was decided to remove this topic from future agendas.

SHINE Appointments (Serving the Health Insurance Needs of Everyone) (Medicare Counseling Program) Gloria stated that nothing has changed currently. The big push is over at the moment since the deadline to change health plans has ended. All agreed to close this agenda item for now.

NEW BUSINESS

Discussion of Future Plans and Finance Victoria will submit a receipt for the printing of the Christmas cards. Gloria reviewed the COA funds and what can be spent:

* COA Expenses: originally \$250, with \$110 spent on postage stamps, leaves a balance of \$140, which should be spent before June 30.

* COA Grant: \$513.98. We should be receiving the FY 22 grant in the amount of \$6,000 sometime in the near future.

- * COA Meals Revolving Fund: \$2,638.55. This is what we should use for to-go meals.
- * Senior Center Operating Expenses: \$500. This, too, should be spent before June. 30.

Bottom line, we have money and we will need to do something with it. Prior to COVID, the plan was to purchase some round tables but that will be put to the side for now. Eileen made a suggestion to provide a donation to Good Neighbors but Gloria clarified that a non-profit group cannot legally donate to another non-profit group. There may be other options to help our Heath Seniors in need of food assistance given the current restrictions. The need is great. We will continue to discuss this at our next meeting.

Donation to Good Neighbors – Food Pantry in Charlemont Covered in the above topic.

Note Cards to Heath Seniors This topic was covered a bit in the Sending Cards follow up. Everyone thought a springtime card would be nice to do. Eileen will compile the Master List. We can replicate the process we did before. Eileen and Victoria got together on a Saturday in the cafeteria at 18 Jacobs Road to finalize the December mailing. It took only about a ½ hour to accomplish the application of the label inside the card, stamping and sealing the envelopes. Eileen had addressed each envelop prior to them getting together. Strict compliance with COVID precautions was maintained.

An idea was made to see if other local Heath Artists would be willing to donate a card illustration. We could have an “Artist Series” over this next year. By the time the cards would go out, we may have the Grab ‘n Go meal finalized as well. Gloria could also put an announcement into the Recorder and all thought that was a good idea too.

Town Website Gloria wanted to make sure the COA knew that the Town Clerk was working on a instructional sheet for those needing to post minutes and agendas onto the Town Website. She has received inquiries from some Heath residents as to why there was nothing currently on the website. Liz informed the council that Hilma had not forgotten us and that it is a work in progress. The instructional sheet is being devised to decrease the number of people entering the Town Hall.

Vaccine Support Liz was wondering if the COA would be involved in any way with the administration of the COVID vaccine to our seniors. There is a 5 town team that is very well organized, runs the flu clinic and meets frequently; it is a well greased machine. The COA would have minimal involvement and we do not need to be concerned. The Board of Health is also involved; we are in good hands in the Western Franklin County. The COA could assist with disseminating information perhaps but would take cues from others. Eileen will let the Town Nurse know the COA would be supportive in any way.

Other Business that Could Not Be Anticipated 48 Hours in Advance None

Next Meeting

The next meeting will be scheduled for Friday, February 5, 2021 at 3:00pm via a conference call.

Adjourn

Gloria moved to adjourn the meeting with a second from Donna. The vote was unanimous and the meeting adjourned at 4:18 pm.

Respectfully submitted,

Elizabeth Scalzo
Secretary, Heath COA