



**GRAND TRAVERSE COUNTY
COMMISSION ON AGING**

520 W. FRONT STREET, SUITE B
TRAVERSE CITY, MI 49684-2237
(231) 922-4688 • (231) 929-1645
E-MAIL ADDRESS: gtcoa@grandtraverse.org
HOMEPAGE: www.gtcoa.org

Advisory Board Minutes

Tuesday April 7, 2020

9:00 a.m.

COA Conference Room

DRAFT: 04/07/20

APPROVED: 07/07/20

Call to Order

The meeting was called to order via telephone conference at the Commission on Aging Offices, 520 West Front Street, Traverse City, MI., by Chair, Cynthia Kienlen.

Attendee Name	Title	Status	Arrived
Cynthia Kienlen	Chair	Present	
JC Bailey	Member	Present	
Joan Beery	Member	Excused	
Jim Carruthers	Member	Present	
Tonya Cook	Member	Present	
Bryce Hundley	County Commissioner	Present	
Hettie Molvang	Member	Excused	
Ashley Ascione-Blakely	Member	Present	

Staff Present: Cyndie F., Office Coordinator

Guests: None telephone conference

ROLL CALL

Cyndie F. took roll call.

APPROVAL OF AGENDA

Motion to approve the Agenda and Minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Hundley
SECONDED:	Carruthers
AYES:	Kienlen, Bailey, Carruthers, Cook, Hundley, Molvang, Ascione-Blakely
NAYS:	None

APPROVAL OF MINUTES

Motion to approve the Minutes of February 4, 2019.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Bailey
SECONDED:	Cook
AYES:	Kienlen, Bailey, Carruthers, Cook, Hundley, Molvang, Ascione-Blakely
NAYS:	None

INTRODUCTION OF GUESTS/LIMITED PUBLIC COMMENT

No guests present.

SPECIAL ORDER OF BUSINESS

Update on COA Activities

Kienlen informed members that the Supervisors, Social Worker, Scheduler and Office Coordinator have been working from home with laptops, provided by the County. There are three Office Specialists and Kienlen working in the office.

Home Chore staff responsibilities have changed several times with the changes in allowable activities, including working with the Facilities department. Home Chore staff did receive a letter regarding layoff; however this was done to provide a 30 day notice, in case there was no available work for them with the Facilities department.

Kienlen informed members that all Homemaker Aide services were stopped, and that Universal Aides and Medication Management personnel would continue to see high risk clients for showers, wound care, medication management, and prescription pickup.

Kienlen relayed that field staff (Homemaker Aides and Universal Aides) would be making client phone calls during any work time which is not scheduled with a client. She noted that Grand Traverse County Commission on Aging (GTCOA) has teamed up with the Senior Center Network to provide outreach to our respective clients. There is a scripted menu of what to ask those they are contacting, which includes whether the client needs help with grocery shopping. There are a total of 2,860 clients being contacted, staff is grocery shopping for approximately 40 clients, and are attempting to do that shopping every two weeks so that the staff is less exposed.

Kienlen updated members on donations, volunteers, homemade masks, and efforts to obtain proper Personal Protection Equipment (PPE) for staff.

Kienlen relayed that if staff is unable to contact the clients by phone that supervisory staff are traveling to client homes for wellness checks.

Referrals are being made to the Social Worker on an as needed basis. Ascione-Blakely relayed that most of those calls are supportive in nature and that clients are happy to hear from us. Many clients had not heard about increased food assistance for the Bridge Card, which bumped their allowance from approximately \$16 to \$194 which has helped greatly with shopping for clients.

Hundley relayed that he has had a couple of people ask how they could help. Kienlen relayed that getting masks, homemade or otherwise, would be helpful. She also advised that volunteers are being referred to United Way. Discussion on GTCOA current supplies needed are masks and shoe covers for now.

Carruthers asked that Kienlen relay to staff and volunteers that the members appreciate their work and everything they are doing, and to let them know if there is any kind of an emergency that they could assist with, not to hesitate.

Discussion on what might happen after the emergency situation/quarantine is over. Travel restrictions, Cherry Festival, Munson, and travel to vacation homes.

OLD BUSINESS

None

NEW BUSINESS

None

GENERAL PUBLIC COMMENT (3 minutes per person)

None

ADJOURNMENT

Adjourned **9:29** am.

Minutes available by contacting the Grand Traverse County Commission on Aging office by telephone at (231) 922-4688, and by mail at the following address: 520 West Front Street Suite B, Traverse City, MI 49684.

CF/cf
Revised: