

**MONTMORENCY COUNTY COMMISSION ON AGING MINUTES FOR
SPECIAL MEETING OF JUNE 30, 2020 VIA TELECONFERENCE**

PRESENT: Ed Beswick, Chairperson; Elaine Ableidinger, Vice-Chairperson; Corky Proulx, Treasurer; Janice Burtch, Secretary; Vickie Clayton, Trustee; Don Edwards, Montmorency County Commissioner

GUESTS: Anna Rogers, Executive Director; Yvette Swagger, Montmorency County Tribune

- I. Call to Order: Meeting called to order at 10:00 a.m. by Chairperson Beswick. Purpose of the meeting was to discuss campaign finance, MCCOA return to work plan, employee policies and Executive Director evaluation tool.
- II. Roll call: Six members present, quorum established.
- III. Pledge of Allegiance: The pledge of allegiance was led by Corky Proulx.
- IV. Agenda: **Motion by** Elaine Ableidinger to add County Emergency Plan/Hillman Center, **second by** Corky Proulx. **Motion carried, 6-0.** The agenda was approved with addition upon **motion of** Elaine Ableidinger, **second by** Corky Proulx. **Motion carried, 6-0.**
- V. Public Comments: None.
- VI. Old Business:
 - A. Campaign Finance: **Motion by** Don Edwards, **second by** Vickie Clayton to revise the SOS Statement of Organization to name Anna Rogers as Treasurer. **Motion carried, 6-0.**
 - B. Hillman Senior Center: Communication received stating that Hillman Board will be hosting Labor Day rummage sale and would abide by safety guidelines. **Motion by** Vickie Clayton to allow Hillman Senior Center Board to reopen for their monthly board meetings in the center library while observing proper safety precautions, **second by** Corky Proulx. **Roll call: Ableidinger-yes; Proulx-yes; Clayton-yes; Edwards-yes; Beswick-yes; Burtch-yes. Ayes: 6, Nays: -0-.**
 - C. Lewiston Senior Center: The center board presented a return to work plan with detailed information on proper reopening protocols for events and Bingo at the center effective July 1. Question on the Lewiston Board not requiring face masks per CDC guidelines. Ed Beswick left the meeting and Vice-Chair Ableidinger assumed chair. **Motion by** Janice Burtch to approve the Lewiston 50+ Club Return to Work Plan with a date of July 1, 2020 following the outlined safety procedures, **second by** Don Edwards. **Roll call: Ableidinger-yes; Proulx-yes; Clayton-yes; Edwards-yes; Burtch-yes. Ayes: 5, Nays: -0-.**

Motion by Corky Proulx to suspend congregate meals from the Lewiston 50+ Club until August 3 and then motion was rescinded.

- D. MCCOA Return to Work Plan: Executive Director presented the plan for the Board's approval that addresses the Covid-19 Pandemic and phased stages of reopening with a recommended reopening date of August 3 for congregate meals. Meals would be served in Atlanta and Hillman on Monday's and Wednesday's; Lewiston on Monday's and Friday's. The home delivered meals would continue to be delivered on Tuesday's and Thursday's at all three centers. In depth discussion on the plan. **Motion by** Elaine Ableidinger, **second by** Janice Burtch to approve the MCCOA Return to Work Plan as presented and submit to NEMCSA for approval. **Motion carried, 5-0.** Adoption of the plan will allow for the reopening of the office, resuming the medical transportation program and medical loan closet effective August 3, 2020. The plan will be provided to all MCCOA employees and made available to the public.
- E. Future Board Meetings: **Motion by** Corky Proulx to resume in-person board meetings effective July 16, 2020 while observing proper protocols and relocate to Atlanta or Lewiston Center, **second by** Janice Burtch. **Motion carried, 5-0.**
- F. Executive Director Evaluation Tool: Consensus of the board was to use the current evaluation form and return to Chairperson Beswick for tabulation and discussion in closed session at the July 16, 2020 board meeting.

VII. New Business:

- A. Communicable Illness and Universal Precautions Policies: In compliance with the RTW Plan, the policies have been developed to guide during the Covid-19 Pandemic and subsequent return to work. **Motion by** Corky Proulx, **second by** Vickie Clayton to adopt the policies as presented and authorize Executive Director to submit to NEMCSA. **Motion carried, 5-0.**
- B. County Emergency Plan: A request was received to add the Atlanta, Hillman and Lewiston Centers to the plan as a designated location for court proceedings in the event of a future shutdown. Communication will be sent to the Hillman Senior Board requesting approval for this action.

VIII. Adjournment: Meeting adjourned at 10:59 a.m. upon **motion of** Corky Proulx, **second by** Janice Burtch. **Motion carried, 5-0.** Next board meeting 07/16/20 at 10:00 a.m.

Minutes compiled by,

Anna M. Rogers
Executive Director