

TOWN OF SHEFFIELD
COUNCIL ON AGING
May 10, 2022
SHEFFIELD SENIOR CENTER
10:30 am

Board Members Present: Eileen Clarke
Nadine Hawver
Dick Goodwin
John Gilligan
Gillian Hettinger

Absent: Michelle Harwood
Sandy French
Sherry Graybeal

Others Present: Kathie Loring, Executive Director

Chairperson Nadine Hawver called the meeting to order at 10:30 a.m.

APPROVAL OF MINUTES: *Dick made a motion to approve the January 11th, 2022 minutes which was seconded by Gillian. Approved unanimously.*

Executive Director Update

Kathie announced that Dave Smith has resigned from the Council on Aging. We thank him for his many years of dedication to the Town of Sheffield and COA. Kathie also welcomed Lori Neil as the new Assistant to the Executive Director at the Senior Center. Lori is a wonderful addition to our team. John Gilligan, Nadine and Eileen all mentioned how warm and welcoming Lori is.

Program & Event Update: Kathie mentioned that Elaine is back from her leave and exercise programs have resumed and are going well. They are both in one day at 9 a.m. and at 1 p.m. All programs are up and running. Things seem to be back to pre-covid.

The new programs were discussed:

- a.) The Floral Workshop with Hillary Collingwood has become very popular.
- b.) The CHP Vaccine clinic will be here on May 23rd. We have several masks and test kits available.
- c.) The Ladies Mother's Day Tea on May 3rd was very successful. Thank you to Barbara D. & Gillian H. It was a wonderful event with Extra Special Teas.
- d.) Health New England is sponsoring our Memorial Day B.B.Q. on May 26th.
- e.) We have a 90th Birthday Party for Sheffield residents on Thursday, June 23rd.
- f.) Ron Terry has agreed to assist our seniors with technical support at the Claire Teague Senior Center.

Update on Transportation

Transportation seems to be increasing to pre-covid level of service.

Update on Possible Options for – MCOA – ELDER Services LGBT and Aging in Massachusetts Training.
Kathie updated the committee on the LGBTQ Training. Our staff is almost completely trained.

FY 22 Formula Grant Update - Kathie informed everyone that the Formula Grant was received.

Proposed Policy for Community Meals – Written Food Employee Health Policy & Response Procedure
- Elder Services and the Southern Berkshire Public Health Collaborative have requested policies on: Clean up and Disinfection, Response Procedures for Vomiting and Diarrhea events, and Written Food Employee Health Policy. They have supplied us with sample policies which we can incorporate into our own policy. Kathie distributed and asked the members to review. If there are no concerns we can create the policies on our letterhead and distribute for review at the next meeting.

Sandy made a motion to agree to this process of creating our own policies. Eileen seconded the motion. Approved unanimously.

Report from the Friends of the Senior Center - Eileen gave a report on the Friends group. She stated the Thanksgiving, Christmas and Saint Patrick's Day Meals were a huge success. All were well attended. They are planning their annual ice cream social in July or August.

Member Items – Nadine noted that she spoke with State Ethics regarding her role as Chair of the COA, Volunteer Driver and newly elected Selectman. State Ethics found no conflict.

Public Comments: None

With no further business to discuss, Eileen made a motion to adjourn the meeting which was seconded by John. The meeting adjourned at 11:10 a.m.

Respectfully submitted by,

Lori Neil
Assistant to the Director

Documents Reviewed:

- Agenda
- Minutes from Jan. 11th 2022 meeting
- Sample Policies on: Clean up and Disinfection, Response Procedures for Vomiting and Diarrhea events, and Written Food Employee Health Policy.