



## **Plymouth Council on Aging (PCOA) Advisory Board Minutes**

44 Nook Road  
Plymouth, MA 02360

**June 8, 2023**

### **MISSION STATEMENT**

*To provide our community with safe and trusted environments, both physical and virtual, where information and access to programs and services foster a healthy and vital lifestyle throughout the aging process*

**Board Members Present:** Amy Naples (Chair), Kathy Castagna (Vice Chair), Janice Capofreddi (Secretary), Pat Achorn, Terry Mucci, Monica Mullin

**Board Members Absent:** Elizabeth Cadigan, Kevin Manuel

**Staff:** Michelle Bratti, CAL Director

**Liaison for the Board of Selectmen:**

**FRIENDS Representative:** Barbara French

**Guests:** Ann Hieser

### **CALL TO ORDER:**

Amy Naples called the meeting to order at 9:04 with a quorum present.

**MINUTES:** Monica Mullin moved to approve the May 11, 2023 minutes. Terry Mucci seconded the motion. The motion was approved, with one abstention.

### **DIRECTOR'S REPORT:**

#### CAL Director's Report May 2023

- **Open Mic Night at CAL is a hit! Patrons are enjoying Tuesday night hours and especially this event.**
- Brewster Ambulance and Plymouth Fire Department graciously hosted a CPR/First Aide/Defibrillator training for seniors. While described as an educational training versus certification, seniors loved this instructional program! 32 attended (max for room size) with a waiting list for future trainings.
- Senior Task Force updates: Survey has been complete, with over 30% response rate. The first of 4 Community Forums began this month, designed to gain community resident perspective. 2 of these forums offer virtual participation.
- The Volunteer Appreciation Luncheon was a huge success, and our amazing Volunteers deserved nothing less than the very best!
- **Staffing updates: The Meal Site Coordinator role has been filled by Steve Goodwin, and the CAL Café is now fully operational. A permanent menu will be introduced in July and will feature the resuming of daily breakfast along with outdoor bistro dining. CAL is in process of interviewing for the Front Desk Receptionist role, and the Matron resigned.**

- Director filmed a special PACTV segment with Duxbury COA Director and Cheryl Botieri regarding an in-depth look at dying with dignity.
- CAL hosted our first “Meet the Candidates” night (held on a Tuesday evening) and all six prospective candidates for Select Board attended. This was not a debate format, rather, an informal opportunity for seniors to engage in one-on-one dialogue with the candidates-turnout was great, with 70+ in attendance.
- Intergenerational Hot Topic is declining in student participation-Intergenerational partnership needs strengthening and attention.
- Breakfast with the Plymouth Police Department is on hiatus for the summer and will return in September.
- The WEAAD event (World Elder Abuse Awareness Day) will be held on June 21, 2023. I invite you all to attend the march which will be held on the waterfront, with lunch to follow at Tavern on the Wharf-registration is required.
- If you have not already done so, please check out the newly designed Town of Plymouth website!
- Welcome to the 21<sup>st</sup> century-thanks to the Friends Board, CAL now has installed TV’s and Bingo Apps in the multi-purpose room for Bingo-no more clunky, rolling Bingo board!
- The Select Board approved the Municipal structure change, renaming the Community Resources Department the Health and Human Services Department.
- CAL Director was asked to be on the MCOA Board-a huge honor! This statewide board holds 17 seats, and there are 351 COA Directors in the state eligible for these spots. Very, very honored!!

Respectfully submitted, Michelle Bratti, Director of Elder Affairs/CAL

#### **DIRECTOR’S REPORT DISCUSSION: -- Michelle Bratti**

- Open Mic Night has been well received. Beth Hadfield has been putting together great activities for Tuesday nights.
- Staffing updates include:
  - Steve Goodwin is the Meal Site Coordinator and assistant chef.
  - The Matron position has been difficult to fill. It is a minimum wage position.
  - The Front Desk Receptionist position has had a number of responses and interviewing has begun.
- Breakfast with a Cop is on hiatus for the summer and will resume in September.
- CAL is officially part of the reorganized and renamed Health and Human Services Department.
- The World Elder Abuse Walk is on June 21<sup>st</sup> with a lunch afterwards at the Tavern on the Wharf. Several people will be honored. Board members are encouraged to attend.
- MCOA (Massachusetts Council on Aging) has asked Michelle to be on their Board. There was one open seat. Congratulations were expressed by the Board.
- Thanks to the Friends Board, CAL now has installed and begun to use TV’s and Bingo apps in the multi-purpose room. Feedback is pending.
- The GATRA ridership statistics (below) were reviewed.

## **CHAIR AND VICE CHAIR REPORT: -- Amy Naples, Kathy Castagna**

- This is Monica's last meeting as a Board member, having served since 2015. She will remain on the Grant committee. Thanks were expressed for all her work over the years. An appreciation get-together will be planned during the summer.
- Dan Holland will be appointed to the Board on June 20<sup>th</sup>. Kevin Hood is completing the paperwork to apply for Monica's slot.
- The Senior Task Force will hold its last Community Forum for the Age and Dementia Friendly project Tuesday, June 13 at the Library at 3:00pm. Three other meetings were held in person and/or via Zoom. These forums are open to all town residents. There were about 12 participants at the all-Zoom meeting. Senior Task Force Members posted the Forum information on social media.

## **FRIENDS' REPORT: by Barbara French**

- Steve Incropera is nearing completion of the purchase and installation of the new Bingo hardware and software.
- Forum information was inserted with the CalEgrams that were distributed to the hospital.
- Sale of tickets for the fundraiser is going slowly. Friends is planning to hold a cash raffle with a limited number of \$100 tickets for monetary prizes of \$3,000, \$1,000 and two \$500. It will be extended through September.
- The price of the Ghana baskets has increased and Friends is looking into whether they will purchase them for resale at the Farmer's Market.
- Friends would like to run fundraising events with more financial impact going forward.
- "Cheers to 11 Years" is planned for this year and would provide a fundraising opportunity like last year's wine sale.
- Thanks to the Friends for providing the refreshment monies for the SWOT analysis.

## **COMMITTEE UPDATES:**

**Community:** --

**Grants:** --Kathy Castagna

- The committee has been working on the MCOA grant application, due on June 23 to augment the CAL Express (2.0). The request will include funding for additional rides to other locations in addition to the CAL and marketing for the program.
- If the grant is received, all the money must be used within the fiscal year. (7/1/23-6/30/24).

**Marketing Committee:** by Amy Naples

- Amy passed around a sample postcard that the Sheriff's Department drafted based upon Ann Hieser's and Bernadette Denson's design. Its purpose is to promote the CAL and the Plymouth Welcome Wagon Club to new Plymouth registered voters over 55 and others.
- This will be in addition to posting on social media and drop offs at churches, libraries, etc.
- Planning for the 2024 Senior Conference has begun.

**Senior Voices:** by Pat Achorn

- July 8 is the birthday celebration at the Little Red Schoolhouse. Senior voices/CAL will purchase paper and plastic goods for 75 attendees at the event.
- Pat will contact the Farmer's Market manager regarding a CAL booth to hand out information in either August or September. Last year's booth was well received.
- The Plymouth Mobile Home Estates visit is booked for Saturday, October 16. The Sheriff's Department will participate to issue ID's.

**Strategic Planning:** by Ann Hieser

- At the Strategic Planning meeting, the SWOT analysis and the summary to date were reviewed, along with a list of possible solutions to the identified weaknesses. Continued review and revision are ongoing.
- The committee is waiting for the results from the UMASS community forums, due in September, in order to develop goals and objectives for the Strategic Plan.
- Focus now is on the Annual Report as of June 30. Assignments have been given out to committee members and work is underway.

**Senior Task Force:** --

**OLD BUSINESS --**

**NEW BUSINESS:**

**PUBLIC COMMENT:**

The attendees at the meeting expressed thanks to Board and committee members for all their hard work and accomplishments!

**ADJOURNMENT:**

Terry Mucci made a motion to adjourn. Kathy Castagna seconded the motion. The motion to adjourn was approved unanimously at 9:55am.

Respectfully submitted,  
Janice Capofreddi, Secretary

**LIST OF DOCUMENTS USED DURING THE MEETING:**

- Agenda – June 8, 2023
- Minutes – May 11, 2023
- CAL Director's Report May, 2023 with Statistics May, FY 2023 by Michelle Bratti
- GATRA Statistics May 2022 through April 2023

## CAL Director's Report May 2023

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FISCAL YEAR 2023	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Number of times in Center	3017	3816	3701	3515	3658	3284	3701	3971	4768	3496	4377
Guests over 60	42	73	144	80	103	95	62	119	147	83	105
Guests under 60	11	8	19	5	16	2	5	18	27	33	17
Unduplicated Programs	85	89	95	97	108	96	91	98	103	112	
Duplicated Programs	362	422	420	438	417	407	441	431	488	374	
Medical Transportation Rides Unduplicated (# of people)	6	8	19	10	5	4	10	10	4	11	12
Medical Transportation Rides Duplicated	18	30	49	25	19	29	47	36	16	50	68
Social/Outreach Clients Unduplicated	127	194	204	189	180	142	150	126	145	113	137
Social/Outreach Clients Duplicated	195	311	314	315	331	227	281	207	217	164	199
Volunteers Unduplicated	141	147	145	183	181	172	180	178	185	169	185
Volunteer Hours Duplicated	1533	1587	1404	1630.13	1937.93	1817.17	1859.71	2457.26	2741.49	2648.37	2333.09
Meals on Wheels Unduplicated	154	172	169	170	165	166	171	181	183	177	185
Meals on Wheels Duplicated	2287	2843	2793	2594	2684	2738	2590	2611	3130	2619	3157
Friday Food Shopping	79	82	95	71	86	73	78	83	84	91	80
Dine-In Lunch Unduplicated*	109	110	81	40*	172	206	164	169	155	149	141
Dine-In Lunch Duplicated	207	219	101	40*	112	297	352	359	271	290	338
Director Calls	10	10	10	10	5	5	5	5	5	5	5
Birthday calls	851	872	705	960	776	902	865	806	984	762	979
CAL Express (NEW)	169	214	183	141	167	150	164	155	198	UNK	see attached

\*Breakfast with PPD-Congregate closed in October for CAL Café construction

