

BOARD MINUTES June 11, 2024 – 10:00 AM

Oconto County Commission on Aging, Inc.

1210 Main Street, Oconto, WI 54153

I. CALL TO ORDER

Time meeting was called to order: 10:00 a.m.

II. ROLL CALL

COMMITTEE PRESENT: Ballestad, Schindel, Lavarda, Wranosky, Gillis

COMMITTEE ABSENT: Blahnik, Meier

OTHERS PRESENT: Tricia Hurley, Executive Director; Lisa Sherman, Oconto County Finance Director

III. APPROVAL OF AGENDA

Motion & second by Lavarda & Wranosky to approve the agenda.

Vote Results: Unanimous

IV. APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion made by Gillis & seconded by Schindel to approve the May 14, 2024 minutes.

Vote Results: Unanimous

V. CORRESPONDENCE

Hurley shared a thank you note from attendees of the “Age Well Without Falls” class that the OCCA recently sponsored. She also shared an update on one of the volunteer drivers.

VI. REPORTS

a. Personnel

There was a follow up discussion on dress code and the employee handbook. Hurley updated the board on the candidate search for the meal site manager positions.

b. Senior Center

Wranosky and Hurley gave a brief update on the Senior Center.

c. Nutrition

Hurley presented the service report for the nutrition program as well as the other service numbers for the organization. A motion was made by Lavarda and seconded by Gillis to offer Kaylyn Clark the part time Nutrition Coordinator position.

d. Human Services

Hurley presented the Benefit Specialist report.

e. Transportation

Hurley shared an update on Transportation.

f. Finance

Hurley discussed the bank statement for May. Hurley updated the board on the progress being made on 2023 taxes and the audit. Hurley shared that reimbursement for the March claim form

was received and the April claim form was submitted. Hurley updated the group on other financial-related items.

Closed Session

The Board may convene into closed session, pursuant to Wis Stats Sec 19.85(b) and 19.85(1)(c), for the purpose of discussing personnel related matters.

g. Return to Open Session

The Board shall return to open session to conduct legal business, as allowed by Wisconsin Stats Sec. 19.85(2).

VII. SET NEXT MEETING DATE

The next meeting will be set for July 9, 2024 at 10:00 a.m.

VIII. ADJOURN

Motion made by Wranosky & second by Schindel to adjourn at 11:10 a.m. Vote Results:

Unanimous

Time of adjournment: 11:10 a.m.

Tricia Hurley (Recording Clerk)