



**PUBLIC MEETING NOTICE  
OFFICE OF THE EASTHAMPTON CITY CLERK**

**RECEIVED**

TIME STAMP:

By Office of the City Clerk at 2:42 pm, Jan 10, 2019

<b>BOARD/COMMITTEE:</b>	<b>Council on Aging</b>		
<b>DATE:</b>	<b>January 15<sup>th</sup>, 2019</b>	<b>TIME:</b>	<b>10 a.m.</b>
<b>BUILDING &amp; ROOM:</b>	<b>19 Union Street, Easthampton MA.</b>		
<b>Clerk or board member:</b>	<b>Brendan Rogers, Executive Director</b>		

All meeting notices must be filed and time stamped in the City Clerk's Office no later than 3 p.m. on the Thursday prior to the week in which the meeting is scheduled.

**LIST OF TOPICS TO BE DISCUSSED**

(Agenda)

- I. Call To Order:
- II. Acceptance of Minutes
- III. Acceptance of Treasurer's Report: See attached
- IV. Highland Valley Report:
- V. Executive Director's Report: See attached
- VI. Old Business:
  - A. Senior Community Service Employment program updates
  - B. Publicity and COA Brochure
  - C. FY'19 earmark plans
- VII. New Business:
  - A. RFP for Mass Collaborative
  - B. Northampton Neighbors
  - C. AARP Tax assistance
  - D. Daily Hampshire Gazette article
- IX. Adjournment

Next Meeting: February 19<sup>th</sup>, 2019

# CITY OF EAST HAMPTON

## Expense Control Report

Date Prepared: 01/07 9:10:19 AM  
 Report Date: 12/31/2018  
 Account Table: 0125  
 Alt. Sort Table:

GLR0122 1.0  
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 Prepared By: VALERIE

Fiscal Year: 2019 Period From: 12 To: 12

Account No.	Description	Curr. Month Total Expended	Original Budget	YTD Adjusted Budget	YTD Actual Expended	YTD Unexpended Balance	YTD Encumbered	YTD Available Balance	Percent Exp. Balance
001.5410.5112	FULL-TIME, PERM., SUPERVISORY..	4,139.80	53,385.01	53,385.01	24,406.41	28,978.60	0.00	28,978.60	45.72
001.5410.5114	COA-FULL TIME PERMANENT	2,688.00	34,585.95	34,585.95	15,769.95	18,816.00	0.00	18,816.00	45.60
001.5410.5117	COUNCIL ON AGING PART TIME CLE..	860.48	14,920.38	14,920.38	5,020.73	9,899.65	0.00	9,899.65	33.65
001.5410.5118	COA P.S. PART TIME PERMANENT..	3,720.82	57,000.00	57,000.00	22,268.67	34,731.33	0.00	34,731.33	39.07
<b>Total Group 1</b>	<b>PERSONNEL SERVICES</b>	<b>11,409.10</b>	<b>159,891.34</b>	<b>159,891.34</b>	<b>67,465.76</b>	<b>92,425.58</b>	<b>0.00</b>	<b>92,425.58</b>	<b>42.19</b>
001.5410.5319	COUNCIL ON AGING PROF. SERVICE..	275.43	2,700.00	2,700.00	1,019.21	1,680.79	1,530.79	150.00	37.75
001.5410.5342	COUNCIL ON AGING POSTAGE..	0.00	350.00	350.00	0.00	350.00	0.00	350.00	0.00
001.5410.5421	COUNCIL ON AGING OFFICE SUP..	31.43	2,000.00	2,000.00	631.68	1,368.32	1,018.32	350.00	31.58
001.5410.5439	COUNCIL ON AGING BLDG& EQUIP R..	20.67	400.00	400.00	124.82	275.18	175.18	100.00	31.21
001.5410.5490	COUNCIL ON AGING FOOD SERVICE..	0.00	50.00	50.00	0.00	50.00	0.00	50.00	0.00
001.5410.5710	COUNCIL ON AGING IN STATE TRAV..	187.10	1,000.00	1,000.00	502.70	497.30	671.75	(174.45)	50.27
<b>Total Group 2</b>	<b>PURCHASE OF SERVICES</b>	<b>514.63</b>	<b>6,500.00</b>	<b>6,500.00</b>	<b>2,278.41</b>	<b>4,221.59</b>	<b>3,396.04</b>	<b>825.55</b>	<b>35.05</b>
<b>Total Dept 5410</b>	<b>COUNCIL ON AGING</b>	<b>11,923.73</b>	<b>166,391.34</b>	<b>166,391.34</b>	<b>69,744.17</b>	<b>96,647.17</b>	<b>3,396.04</b>	<b>93,251.13</b>	<b>41.92</b>

## Directors Report:

January 15<sup>th</sup>, 2019

**Date range from 12/18/2018 to 01/10/2019**

**Filters:**

Age: Between 55 and 117

Site(s): All

Checkin Count	552
Days in Range	18
Avg Duplicated	30.67
Avg Per Weekday	Monday 32.5
	Tuesday 67
	Wednesday 27.75
	Thursday 29.5
	Friday 33
	Saturday 8.33
Avg Per Day by Month	January 34
	December 28

**Transportation provided between 12/18/2018 and 01/10/2019**

**Filters:**

Age: Between 55 and 117

Site(s): All

Category	Duplicated	Unduplicated
Activities	20	7
errand	2	1
Errands	37	12
Event	4	2
Medical	70	21
Shopping	59	12
Unknown	2	1
Visiting	2	1
<b>Totals</b>	<b>196</b>	<b>39</b>

**Services provided between 04/02/2018 and 01/10/2019**

**Filters:**

Age: Between 55 and 117

Site(s): All

Interaction	Duplicated	Unduplicated	Service Hours
Email	28	19	28.00
Fax	54	35	54.00
Home Consultation	94	43	96.00
Office Consultation	365	175	372.00
OV	1	1	1.00
Phone Consultation	968	221	968.00
<b>Totals</b>	<b>1510</b>	<b>282</b>	<b>1519.00</b>

## **January:**

- This month the ECOA launched a sock drive for seniors in rehab facilities, Veterans homes, and women's shelters. Our FaceBook post about this event caught the attention of Danny New from the show Mass Appeal on 22News. We were invited to be on his show to promote the drive. The date of the segment will be on January 24<sup>th</sup>.
- The TRIAD group will be meeting on Monday, January 28<sup>th</sup>. The discussion will focus on how we can introduce the lock box program for Easthampton Seniors. With this device, an "at-risk" senior would allow public safety officials (i.e. police and fire department employees) to have access to their home key in a secure and protective box. This would help police and fire to avoid breaching a door during a wellness visit.
- The ECOA celebrated the New Year with participants by hosting a breakfast for 35 participants. Homewatch Care and Day Brook Village (formerly Loomis House) gave us baskets to raffle off. Breakfast included stuffed French toast with fruit topping, sausage links, and champagne.
- In January, the ECOA will be giving away two fitness memberships in a raffle. One will be given to a current member, and the other will be given to an individual who is not. We are determined to make health and fitness programs a priority at the ECOA.

## **February:**

- On February 14<sup>th</sup>, The Friends of the ECOA will be sponsoring a baked ziti lunch. The event will be open to all communities. The Friends hope to bring in over 50 people for this event. They may need volunteers to participate.
- On Friday, February 22<sup>nd</sup> the ECOA has invited Puzzles a clue by clue game room business to a pizza luncheon. They will be bringing a table top mystery with clue for our participants to solve. We will be serving pizza and dessert before the activities begin.
- The ECOA will be connecting with the Hampshire Trial Court community service program. By the end of February, there will be a handful of individuals who will assist us with painting the fitness center. We plan on doing some renovations that we will help revitalize the room.

Van Account: \$9,084.17

Fitness Account: \$27,041.00

Gift Account: \$19,116.00