

Director's Report January 2025 Programming Board Report

Meals served December 5th, 2024- January 24th, 2025.
(Breakfast 37; Lunch 965)

Volunteer Hours: December 5, 2024, to January 17, 2025

- Transportation: 100.25 Hours
- Our Friends House: 69 Hours
- Servers: 65 Hours

Exercise Participants: 104

Social/ Activity Participants: 202

In December, we had two Christmas Dinners and a New Year's Eve dinner, which were very well attended. The kitchen staff and volunteers did a great job, as usual.

Our exercise classes are back in full swing after a holiday break, and I am looking at options for other exercise programs.

During these winter months, we are trying to host more activities here at the Center and limit our day trips.

Senior Care Services:

Coming Monday, January 27th

TRANSPORTATION: December 2024 Board Report

	<u>NOVEMBER</u> <u>2023</u>	<u>NOVEMBER</u> <u>2024</u>	<u>YTD</u> <u>2023</u>	<u>YTD</u> <u>2024</u>	<u>YTD</u> <u>INCREASE</u>
BUS MILES	8,102	7,285	98,619	98,207	-412
NON-SENIOR TRIPS	12	17	111	272	161
SENIOR TRIPS	71	190	847	2,053	1,206
NON-SENIOR DISABLED TRIPS	277	197	3,129	2,487	-642
SENIOR DISABLED TRIP	487	387	4,982	5,241	259
TOTAL TRIPS	847	791	9,069	10,053	984
PARATRANSIT MILES	646	842	2,969	6,030	3,061
TOTAL TRIPS	16	23	67	121	54
VOLUNTEER MILES	1,844	3,288	15,378	31,385	16,007
TOTAL TRIPS	38	71	330	790	460

- Non-Senior Disabled Trips are mostly WCMH "Progressions" clients.

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Transportation UPDATE:

The new server requested from MDOT through the Rural Task Force was approved for FY2025. My original understanding was we would get our authorization in MDOT's first quarter of FY2025. Upon multiple phone conversations and emails, it was bumped to January 2026 and then September 2026. Our current server is at capacity and needs to be replaced now. I was able to find out we do have Pre-Award Authority and can move forward with the purchase of the server now and be reimbursed in September when the authorization comes through. The new server is here and ready for installation.

Bus #3 replacement is in production. We should receive it sometime in February.

The locks at the Center and Our Friends House have been rekeyed using a Master Key system.

A master key system is a locking mechanism where one "master key" can open multiple different locks within a group, while each individual lock also has its own unique "change key" that only opens that specific lock; essentially, a master key system allows for different levels of access.

OFH Update:

CLIENT HOURS: 348

TRANSPORTATION: 68

MEALS:

VOLUNTEER HOURS: 69

December was a great month. OFH was decorated beautifully and displayed several of our home-made crafts. We enjoyed decorating cookies, Music by The String A Longs and even the big man himself SANTA!!!! OFH received many generous donations from a Christmas tree to Activity & Trip Funds, Scholarship and needs/gifts! We are looking forward to a new year and new Friends!

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Director's Update

- The Admin. Team held a retreat to finish the business plan and planning for 2025
- The floors at the Center have been fixed!
- Blackmer Construction has come in to take care of some maintenance items on our list such as superficial wall cracks, setting up the new oven, replacing faulty light fixtures and sensors, and fixing some of the smaller floor cracks caused by settling.
- Mike Blackmer showed up on a snowy Friday afternoon to help move the new oven into the building after it was dropped off on a pallet for the OCCOA staff to deal with. Along with Mike, a HUGE "Thank You!" to OCCOA Bus Drivers, Daniel and Bill, Kitchen Manager, Ryan, and Program Director, Brad for the assistance!
- OCCOA was closed for three days due to weather the week of January 20th.
- The buildings have been rekeyed, making it easier to not only track keys, but it reduces the number of keys needed by staff. Thank you to Lisa for taking on this project.
- Stephanie and Lori met to discuss a training session for Board members and a plan for staff/volunteer appreciation.
- Security cameras have been installed at OFH, and we are waiting for IT access. These are for the same purpose as the cameras at the Center, to be there for safety.
- The thermostat at OFH needs to be replaced; Stephanie is looking into a Bluetooth option.
- The bus trip to New Orleans will be leaving the third week of February.
- Dinners Around the World are scheduled for February 22 and March 8. The themes are Moroccan and Tex Mex.
- The donor wall is going to be updated...We are just waiting on quotes and confirmation.
- The Jeep is still at Watson...Three MONTHS and counting. There has been little communication from the dealership and Stephanie and Lisa are looking into options, such as Chrysler buying back the vehicle or starting a claim for the Lemon Law. The issue has been the electrical system failing.
- Stephanie attended a Civics and Lobbying workshop offered by the Community Foundation for Muskegon County which focused on advocacy.
- Stephanie and Kay met with Representative John Moolenaar's representative during office hours that were held in Shelby. They had a short window but hit on the importance of funding the Older Americans Act and the vital role it plays in funding important programs for seniors such as Meals on Wheels, transportation, congregate meal sites, home health services, just to name a few.
- Stephanie attended a MASC Board meeting on Thursday, January 23rd.