



**Minutes of the Regular Meeting of the Board of Directors of
Council on Aging St. Tammany – COAST**

Held October 24, 2024

At the Covington Activity Center, 19404 N. Tenth Street, Covington, LA 70433

The following directors were present/absent (*indicates absence): Joyce Donohue (President), *Martin Lapari (Vice President), Janice Roussel (Secretary), *Kelly Walgamotte (Treasurer), Conie Abernathy, Amanda Mason (arrived at 3:02 PM), Scott Wallace, Marcus Wallace, Jamie Gabourel, Kimberly Henry, Al Hamauei, Jackie Landry, Kandise Wilson and Bruce Margetson.

The following staff members were present/absent (*indicates absence): Amy Kudel (Executive Director), Syeda Naeem (Finance Director), George Nicoll (Operations Director), *Chris Hodge (Transportation Director), David Ray (Human Resources Director), *Claudia Warner (Client Services Director), Fabianne Faciane (Deputy Client Services Director), Dorelle Clark (COAST Homemaker) and Deidra Chiasson (Executive Assistant).

A quorum was Present.

Call to Order

President Joyce Donohue called the meeting to order at 2:58 PM.

Prayer and Pledge of Allegiance – David Ray (Human Resources Director) led the Board in prayer. The Pledge of Allegiance followed.

Success Story of the Month

Dorelle Clark who is a Homemaker for COAST spoke to the Board about how she was able to convince two clients to seek immediate medical help for conditions they were initially refusing to seek medical attention for.

*Note –Amanda Mason arrived at 3:02 PM. A quorum had already been established.

Welcome and Introductions

Meet the Board Part III– Amanda Mason briefly introduced herself and told what experience she brought to the Board.

Secretary's Report

Acceptance of Minutes – Resolution for Acceptance of Minutes for Regular Board of Directors Meeting September 26, 2024 - #10-2024-1 states be it resolved that the Board of Directors of the above corporation does hereby accept the minutes of the September 26, 2024 Regular Board of Directors Meeting as submitted.

There was no discussion.

On motion made by Janice Roussel, seconded by Conie Abernathy, and so carried, the Board of Directors unanimously accepted Resolution #10-2024-1.

Treasurer's Report

Finance Committee Report – Joyce Donohue gave the Finance Committee report in the Treasurer Kelly Walgamotte's absence. Joyce told the Board that the Finance Committee Meeting was held on Monday, October 21, 2024 at 3:00 PM. During the meeting Syeda Naeem (Finance Director) reviewed the September Financials with the committee. The committee approved the Resolution for Budget to Actual Report to go before the full Board with its recommendation.

Monthly Financial Reports – Syeda Naeem (Finance Director) reviewed the Balance Sheet and Statement of Revenues and Expenditures as of September 30, 2024 with the Board.

There was no discussion of the Balance Sheet. A discussion followed regarding the Statement of Revenues and Expenditures.

Syeda Naeem reviewed the Capital Project Hwy 434 Statement of Revenues and Expenditures and balance sheet with the Board.

A discussion followed.

Resolution for Acceptance of Budget to Actual Report - #10-2024-2 states: Be it resolved that the Board of Directors of the above corporation does hereby acknowledge and accept the Budget to Actual Report containing Actual Expenditures totaling \$1,285,225.30. Actual Revenues totaling \$788,420.51 as of the 30th of September, 2024.

There was no discussion.

On motion made by Marcus Wallace, seconded by Scott Wallace, and so carried, the Board of Directors unanimously accepted Resolution #10-2024-2.

Executive Director's Report

Lacombe Activity Center – Amy told the Board that there have been both a soft opening and grand opening for the new Lacombe Activity Center. The soft opening for the clients was October 1. The grand opening was held on October 15. Health Care Solutions, Center Well and Well Care came and provided food for the event.

Transportation Depot – Amy mentioned the Transportation Department is moving into their new Transportation Depot this weekend.

Non-Profit Partnerships – Amy stated that over the past month COAST has come together with several volunteer organizations. COAST is planning to bring back the Sitter Program on a voluntary basis. Amy has a meeting scheduled with Volunteers of America (VOA). She also met with Christian Care Coalition (CCC) with help from Martin Lapari (Board Member). CCC has put out a call to all of its volunteers to let them know COAST would like help with the sitter service and serving meals at the activity centers. Claudia Warner (Client Services Director) met with Leadership Northshore last week. There were several people who expressed an interest in volunteering with COAST. Bruce

Margetson (Board Member) introduced Amy to the West 30's Redemption Company. They would like to start transportation loops on highways 190 and 21 to help people get higher paying jobs at some of the many businesses located in those corridors. Chris Hodge (Transportation Director) was able to pass that information along to St. Tammany Parish during the transportation studies.

Slidell Activity Center Lease Update— Amy explained that she Joyce Donohue (Board President) and Al Hamauei (Board Member) met with Mayor Cromer, John wells (City of Slidell Chief Administrative Officer), Thomas Schneidau (Slidell City Attorney), and Slidell City Council members Leslie Denham and David Dunham at a meeting on October 11 to discuss COAST's lease with the city for the Slidell Activity Center. The Slidell Mayor wants to work with COAST. Mayor Cromer stated that as long as he is in office, COAST will have a home at the current center unless the organization chooses to move locations. He even offered up other locations that would reduce COAST's utilities cost. Unfortunately, the building viewed was too small and lacks sufficient parking. Amy felt the meeting went very well.

A discussion followed.

Slidell Independent – Amy stated that everyone agreed that the Slidell Independent made some mistakes on both sides in its article regarding COAST and the current Slidell Activity Center. One of the Board members had suggested that Amy write a letter to the editor.

A discussion followed.

The Board agreed that instead of Amy writing a letter to the editor of the Slidell Independent that she use her column in the St. Tammany Farmer to provide more information about COAST.

COAST Resource Festival – Amy told the Board that the Resource Festival was on October 3 from 10:00 AM to 2:00 PM in the Castine Center. There were nearly 500 people in attendance. The COAST clients numbered almost half the attendees. There were over 100 non-clients in attendance. Northshore Highschool had 20 students there to volunteer along with 2 educators. The students were great and even danced with the clients. There were 110 vendors present at the event.

Board Member of the Month – Amy announced that Al Hamauei was selected as Board Member of the Month. She read his bio to the Board.

Committee Reports

Title III Services Committee – Marcus Wallace (Committee Chairman) gave the Title III Services Committee Report. Marcus told the Board that the Title III Services Committee met on Thursday, October 17, 2024. Chris Hodge (Transportation Director) presented the Transportation reports. Chris went over the Transportation Department's Accidents/incidents for August and September with the committee. There were 5 incidents and no accidents. Chris presented the Transportation Revenue Monthly Summaries for August and September and the passenger break down by city, race, age, and gender. The committee approved the Resolution for Release of Louisiana Department of Transportation and Development Grant Match Funds to go before the full board with its recommendation. During the meeting, Fabianne the Client Services Deputy Director went over the Client Services Reports with the committee in Claudia Warner's absence. Our Chore Service which is the grass cutting service that runs from March through October has a waitlist. The homemaker, Personal Care and Respite services currently have a waitlist as well. Finally, the Medical Alert service has a waitlist. The committee reviewed the updates for the Client Services Policies and

Procedures. The committee approved sending the accompanying resolution to the full board with its recommendation.

2024 Client Services Policies and Procedures Manual – Joyce Donohue reminded the Board that the 2024 Client Services Policies and Procedures Manual with updates was sent out via email last week. Fabianne Faciane (Client Services Deputy Director) was present to answer any questions.

There was no discussion of this agenda item.

Resolution for Approval of 2024 Client Services Policies and Procedures Manual - #10-2024-3 states: Be it resolved that the Board of Directors of the above corporation does hereby accept the 2024 Client Services Policies and Procedure in its entirety.

There was no discussion.

On motion made by Amanda Mason, seconded by Kandise Wilson, and so carried, the Board of Directors unanimously accepted Resolution #10-2024-3.

Resolution for Release of LADOTD Grant Match Funds – #10-2024-4 states: Be it resolved that the Board of Directors of the above corporation does hereby authorize Amy Kudel, Executive Director, or her successors in office to release sixty-four thousand four hundred forty-five dollars and thirty-one cents (\$64,445.31) to the Louisiana Department of Transportation & Development (LADOTD) as the promised local match for 49 CFR 5310, Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities as detailed in state project No. ED 16-199-25 and Federal Grant No. LA-2024-018. The funds will go toward purchasing three 12-passenger and two wheel chair space vehicles.

Amy Kudel explained that this was funds that had been set aside as a grant match for 5 transportation vans.

A discussion followed.

On motion made by Janice Roussel, seconded by Jackie Landry, and so carried, the Board of Directors unanimously accepted Resolution #10-2024-4.

Board Development Committee – Joyce Donohue (Committee Chairwoman) gave the Board Development Committee Report. Joyce stated that the Board Development Committee met on Monday, October 7 at 3 PM. They interviewed one directorial candidate. There is at least one additional candidate to interview before the committee selects a replacement for Sean Gannon.

Old Business

There was no old business to discuss.

New Business

Ochsner Sponsorship Update – Amy Kudel informed the Board that Ochsner had accepted the opportunity to Sponsor the Lacombe Activity Center.

November and December Board Meeting Reminders – Joyce stated that the November Board Meeting is scheduled for the third Thursday of the month which is November 21 as the fourth Thursday is Thanksgiving. The December Board Meeting is scheduled for the third Thursday of the month which is December 19. The Fourth Thursday is the day after Christmas.

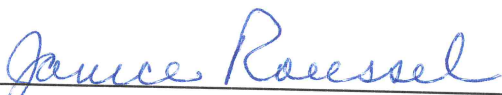
A discussion followed.

Board Activity Center Visit – Joyce Donohue told the Board that the November Activity Center Visit is to the Slidell center. The October Activity Center was at Lacombe during the grand opening.

A discussion followed.

Adjournment

There being no further business to discuss, Joyce Donohue, President COAST Board of Directors, adjourned the meeting at 3:49 PM.



Janice Roussel - Secretary, COAST Board of Directors

**The above meeting minutes constitutes the general understanding by Janice Roussel, Secretary - COAST Board of Directors, of the meeting content. Please advise Deidra Chiasson, Assistant to Executive Director COAST, of any errors or omissions.*