

DEPARTMENT ON AGING ADVISORY BOARD

Cari Rebottaro
LDA Director

1040 S Winter St, Adrian, MI 49221
p: 517-264-5280 | f: 517-264-5299

[Website](#)



MEMBERS

Russ Amo, President
301 N. Main St.
Adrian, MI 49221

MEETING LOCATION
Old County Courthouse

Minutes: Thursday, January 23, 2025

I. Call to Order

President Russ Amo called the meeting to order at 1:32

II. Approval of Minutes

A. Approval of Minutes: December 5, 2024

A motion to approve the minutes as written was made by Commissioner Collins. Gloria Bortnichk offered support. Motion was voted upon and approved.

III. Reports - Department on Aging

A. LDA - Budget Report

Director Rebottaro shared that the first quarter of the fiscal year is complete. The budget reports 19% spent. Staff has begun the process of budget planning for not just 2026, but 3 to 5 years in the future.

B. LDA - Center Reports

Director Rebottaro reported that this is the quiet time of year for centers. All centers are staffed.

C. LDA - Daybreak Report

It was shared by Director Rebottaro that the other adult day services center in Lenawee closed the end of December. This has contributed to an influx of inquiries for service at Daybreak.

D. LDA - Home Services Reports (HM, PC, Respite)

The home services program is moving to the previously approved program, MobilTrak from Sharkbyte. This is an app driven program that allows staff to keep client information and data recording in one site. It also allows the management staff to have information in real time. As each group of staff are trained, this will reduce the need for paper and duplication of processes. It is anticipated all staff will have been through training by the end of February 2025.

E. LDA - Director's Report

Director Rebottaro reported that the Centralized Kitchen is making progress with walls and ceiling in place. The kitchen teams continue to prepare for the transition with adjustments in process.

A question arose about emergency meals for home delivered meal clients. For clarity, the Department on Aging survey's each home delivered meal client to learn if they would like to have a few frozen meals available in the event that a weather emergency prevents meal delivery in the winter. Those meals are sent in October. They have a three month self life. This means that in January, a new group is sent out to replace those that are expiring. This resulted in some additional meals sent in January and will be noted on next months data sheet.

The Department on Aging is supporting some additional programming and activities in March offered by Hidden Lake Gardens and Hospice of Lenawee.

IV. Public Comment

No public were in attendance.

V. Board Member Comment

A resignation from Jeannine Johns was offered to the board. Commissioned Tillotson made a motion to accept this resignation with regrets. KZ Bolton offered support. Motion was voted upon and passed.

In the absence of Mrs. Johns, the board has a vacancy in the position of treasurer. Gloria Bortniack nominated KZ Bolton to fill that roll effective immediately. Jeff Dizenzo offered support of the motion. The motion was voted upon and passed.

VI. Adjournment

Commissioner Collins offered a motion to adjourn the meeting. Support was offered by KZ Bolton. President Amo adjourned the meeting at 2:05 pm.