

ANNUAL COMMITTEE REPORT FOR YEAR ENDING 9/30/2022

Committee: Personnel and Program Committee

BENZIE SENIOR RESOURCES STRATEGIC PLAN - AREAS OF STRATEGIC FOCUS

A: Strategic Focus: Broaden and deepen the services we provide, aligned with our mission

B: Strategic Focus: Enhance our communications, marketing, & engagement capabilities

C: Strategic Focus: Strengthen and deepen our physical, financial, & operational capacity

ACCOMPLISHMENTS FOR THE YEAR ENDING 9/30/2022

- **Restarted committee meetings in 9/2022 after a hiatus since 4/2021 (committee hadn't met for years prior to 5 meetings in 12/2020-4/2021)**
- **As an idea of what the committee had worked on in 2020-2021:**
 - **Reviewed and modified kitchen staff job descriptions and wage scale**
 - **Reviewed various programs such as Guardian Medical monitoring devices/services, Project Lifesaver, Senior Oral Healthcare**
- **Finalized committee charter Board review and approval**

COMMITTEE GOALS FOR THE YEAR ENDING 9/30/2023

- **Develop and present to the board a one-page overview of BSR services by type and location (get committee up to speed on what currently exists, any issues with those services, consider potential new or add-on services)**
 - **Flesh out the one-pager with hyperlinks to deeper information about each service (numbers served, staffing, estimated costs, issues, etc.)**
- **Review TGP and county-level senior surveys and needs assessments**
- **Develop and finalize a comprehensive update to the BSR employee handbook**
- **As possible consider developing and implementing 1-2 new offerings (see Strategic Plan item A.1)**
- **Consider Strategic Plan items A.2, A.3 and C.4 over the next several months and report to the board on the committee's assessment in the Spring 2023 quarterly strategic plan update**