

MEETING MINUTES
ST. MARY'S COUNTY COMMISSION ON AGING
MONDAY, FEBRUARY 25, 2013

Call to Order – Time of day – 1:05 p.m. The meeting is a recorded meeting

Roll Call – PRESENT

COA Members: Gail Murdock, David Ryan, Cindy Williams, Bettie Broadhurst, Deborah Johnstone, Janet Kellam, Norma Pipkin

Department of Aging and Human Services Staff: Lori Jennings-Harris, Director; Stephanie Tench, Sr. Administrative Coordinator

ABSENT: Agnes Butler, Elfreda Mathis, Crystal Menear

Presentation of Minutes From Previous Meeting

- Motion to approve the minutes with changes was made by Mr. Murdock and seconded by Ms. Williams; all in favor and the motion carried

Presentation of Officers

- Chairman:
 - Review Tentative Committee List (Attached)
 - Ms. Mathis spoke to Mr. Ryan *via* telephone in reference to combining some of the Committees. Ms. Mathis made the suggestion of combining Liaison with the Department of Aging and Human Services, Health Fair Committee and Site Visit Committee as one committee
 - Mr. Ryan feels that if a person takes on a Committee, they need to keep up with responsibilities associated with it according to the Bylaws to ensure that it is not forgotten about since they may not meet on a regular basis
 - Each of the Committees was discussed in depth and the activities associated with it
 - It was decided and agreed upon that Mr. Murdock would become the State Liaison and send each Member important legislative information including Bills in the House and Senate related to senior issues. The following Committees were eliminated due to the Department's role and responsibility associated with them: Budget Committee, Department of Aging and Human Services Liaison, St. Mary's County Department of Aging and Human Services Community Health Fair Committee, Low Cost Housing, and the Tri-County Commission on Aging Committee. It was recommended by Ms. Johnstone that the Department provide updates and request help from the Commission if needed in any of these areas if needed
 - Mr. Ryan stated that each Committee's sole purpose was to do the ground work and report back to the Commission with progress and findings
 - The State Liaison Committee was created and Mr. Murdock has volunteered his assistance with it. The State Liaison Committee will be responsible for providing any information to include Bills in the State Senate related to senior issues
 - The following Committees and associated volunteers are as follows:
 - Annual Report Committee – David Ryan
 - County Commissioners Liaison – David Ryan
 - Garvey Renovation Committee – David Ryan
 - Nomination Committee – David Ryan
 - Outreach Committee – Bettie Broadhurst, Norma Pipkin

- Senior Forum Committee – Gale Murdock, Norma Pipkin and Bettie Broadhurst and Cindy Williams
- Senior Agenda Committee – David Ryan
- Site Committee - Vacant
- State Liaison Committee – Gail Murdock

- It was decided to discuss the Tri-County Commission on Aging Committee in May. The Commission would like to make decisions and recommendation on this Committee after visiting the 2013 Tri-County Commission on Aging Conference hosted by Calvert County

Motion to approve the Committees was made by Mr. Murdock and seconded by Ms. Pipkin; all in favor and the motion carried

- Commission Members were reminded if the need arose, new Committees could be formed
- If information needs to be shared regardless of what Committee an individual is on, please share the information at the meeting

Committee Reports -

- No Committee Reports

Discussion of Old Business

- Discuss Additional Meetings
 - Mr. Ryan voiced concerned because of so many important issues that are in progress, that he would like to see 12 meetings take place for 2013. The COA holds their meetings on the fourth Monday of every month. However due to the holidays in May and December, meetings would not be well attended. It was agreed upon to reschedule the meetings for May 21st and December 16th. Motion to approve the adjusted meeting dates was made by Mr. Murdock and seconded by Ms. Williams; all in favor and the motion carried
- Approve/Revise 2013 Calendar - (Attached)
 - It was recommended whomever coordinates the Site Visits, Senior Forum and meetings with other agencies, will add the events to the calendar. Tri-County Commission on Aging Conference to be added in May
 - Mr. Murdock suggested moving the Committee list to February instead of January. Motion to approve the calendar as presented was motioned by Ms. Williams and seconded by Mr. Murdock all in favor and the motion carried
 - Site visits set up for visiting Chesapeake Shores Nursing Center in April, St. Mary's Nursing Center in May, Hospice in July, Taylor Farm in September and a site visit of all the Senior Activity Centers, Nutrition Sites and the Ripple Center in November
- Approve/revise agenda format
 - Director's Report should be on the Agenda after New Business. Personnel Changes does not need to be on the Agenda but if there are any changes, will be included in the Director's Report. Motion to approve the Agenda format was made by Mr. Murdock and seconded by Ms. Williams; all in favor and the motion carried
- Review Proposed Garvey Plan - (Letter Status)
 - Garvey's preliminary plans are scheduled to begin in 2018. Mr. Ryan discussed getting Seniors organized to get a unified message across. Ms. Williams voiced concern if the Department would even like to have the support of the Commission. Ms. Williams further voiced concern about putting packages together that may not coincide with the Department's ideas and plans and potentially making things complicated. Mr. Ryan suggested gathering data, discuss options and reconcile differences but make strong points against competing

interests, understand the process and establish a time-line. Would like to make a convincing enough argument with the Board of County Commissioners before the next Capital Improvement Project Budget

- Discuss Nominating Committee Report
 - The Nominating Committee was discussed and filed for reference. It was decided that specific guidelines are not necessary. The consensus was unanimous in that the Nominating Committee would not choose a name for a position but forward the names for voting and call three times on the floor to ensure there are no other nominees who may want to run for the position being voted on

Discussion of New Business

- Senior Agenda (Charles & Montgomery County)
 - Maurice Dipoli will be a guest at the next meeting
- Review Guidelines & Protocols
 - Mr. Ryan stated the guideline & protocols will be ongoing and will be shared with members as they develop
- Goals & Objectives for 2013
 - If you have any goals or objectives, please be sure to share them at the next meeting

Upcoming Events

- RSVP Luncheon - March 20th
 - RSVP by February 28th
 - Please do not arrive before 3:15 due to the end of the school day and lack of parking spaces when buses are leaving
- Guest for March COA Meeting – Maurice Dipoli (State Department of Aging) & Sonja Mahoney (Charles ACA)

Director's Report

- Ms. Harris presented information on the upcoming Caregivers Conference to be held on April 26th at the Richard R. Clarke Senior Center, LaPlata, MD.
- Law Day information was also presented and is to be held on May 1st at the Northern Senior Activity Center. Advance Directives is the topic of discussion. Appointments are necessary and this event is free of charge
- United Seniors of Maryland Forum was cancelled.

RSVP Time Sheet – Please make sure they are signed before leaving

Adjournment- 2:45 p.m.

NEXT MEETING: Monday, March 25, 2013 at 1:00 p.m. at Garvey Senior Activity Center