

**Minutes of the Commission On Aging Meeting
Garvey Center – Leonardtown, Maryland
Monday, June 25, 2007**

CALL TO ORDER

Start Time: 12:00 p.m.
Location: Garvey Senior Center – Room 1, Leonardtown, MD
Chaired By: Kathie Reich, Vice Chairperson

PRESENT

COA Members: Kathie Reich, Sam Brown, Vicki Brown, Mary Ruth Horton, Florence Lanham, David H. Mattingly, Pat Myers

Department of Aging Staff: Lori Jennings-Harris, Director; Jennie Page, Deputy Director; Dana DiGregorio, Senior Administrative Coordinator

Guests: None

APPROVAL OF AGENDA

Motion to approve the agenda was made by Mary Ruth, and was seconded by Sam Brown; the Commission agreed.

APPROVAL OF MINUTES

Motion to approve May 2007 meeting minutes was made by Mary Ruth Horton, and was seconded by Sam Brown; the Commission agreed.

OLD BUSINESS

Charlotte Hall Master Plan Update

- Lori Jennings-Harris met with Steve King, Executive Director for St. Mary's County Metropolitan Commission, on May 24th, to get an update on sewer plans for the Charlotte Hall area. Mr. King provided information which is promising and indicates that the County supports MetCom moving forward with their plans in the Charlotte Hall area for sewer and water, which will help with the Master Plan for Senior Housing sewer issue and allow the Charlotte Hall Master Plan to continue to move forward.

St. Mary's College Transportation Report Update

- There is no new information regarding the report from St. Mary's College anthropology class regarding senior transportation issues in St. Mary's County. At last contact, in May, Professor Bill Roberts was out of the country in Gambia, but he will get results to Lori Jennings-Harris as soon as possible upon his return.

Transportation: Drafts by the end of June

- Jennie Page is taking part in a committee that is working on a Transportation Draft which is due by end of June. A meeting is scheduled tomorrow June 27, 2007 to work more on the draft. An additional transportation study is going on through STS.

New Beginning – Transportation Article & STS Survey

- The STS Bus Transportation Survey, which was printed in the May/June edition of the New Beginning Newsletter, has been made available at all the senior centers and

nutritional sites, It was also suggested that the surveys be made available at the local libraries and churches. Lori Jennings-Harris contacted Jacque Fournier, from Transportation, and forwarded this suggestion to her.

- Mary Ruth Horton suggested that at the centers additional information regarding the surveys be made available to the participants, in order to obtain more participant input, and give out information telling seniors that the survey results will assist them in obtaining better transportation services.
- David Mattingly volunteered to deliver blank Bus Transportation Surveys to the local Catholic Churches to help get more St. Mary's County citizens involved in the data collection.

NEW BUSINESS

COA Year End Report

- The Commission On Aging is using the Final Report for the Senior Survey Forum as the 2006 year end report required by the Commission On Aging Bylaws and the Board of County Commissioners.

New Projects

- Kathie Reich requested suggestions and ideas for new projects that the Commission On Aging can participate in. Some of the issues brought up were for the Commission On Aging to continue working on Senior Transportation issues, continue working on the Senior Housing Project, and Personal Safety.
- Pat Myers noted that the Commission On Aging members should look back at the Final Report for the Senior Survey Forum and look at the accomplishments and other items discussed and use those accomplishments and items as guidelines for potential projects.

Requests for Applications for New COA Members

- Four applications have been received by the Public Information Office and the Commission On Aging members reviewed the applications. A letter will be drafted to be presented to the Board of County Commissioners regarding the Commission On Aging choices and recommendations for appointments of new commission members. Mary Ruth Horton made a motion to add into the letter to have all four applicants recommended as appointees to the Commission On Aging, the motion was seconded by Pat Myers, and the Commission agreed.

DIRECTOR'S REPORT

Food Committee Meeting for June 2007

- At the most recent Food Committee meeting, held June 8, 2007, a great deal of useful information was presented. Lori Jennings-Harris has asked Alice Allen, Manager of Senior Center Operations, to have staff maintain documentation regarding issues and complaints that come up for future reference.
- Some recommendations were made regarding the preparation of vegetables and pasta at the centers rather than at the detention center prior to delivery at the centers.
- The Department of Aging is working on obtaining additional packaging products from Oliver Inc. The 2008 budget supports the purchase of this additional packaging, but the cost of the paper containers we are currently using has increased, so the Department of Aging is working with Oliver Inc. to determine if continuing with the paper products we currently use or changing to plastic, similar to prepackages frozen meals, would benefit the program more.

Master Plan for Senior Housing Update

- Already discussed earlier in the meeting

Recommendations for Governor's Appointments Office

- Lori Jennings-Harris received an e-mail from Michael LaChance at the Maryland Department of Aging as well as a letter from the Maryland Department of Aging and the Governors Office asking for recommendations for volunteer appointees to fill vacancies in a few committees. There are 2 openings in the Commission On Aging and they are in need of a representative from Southern Maryland, 8 openings on the Oversight Committee on Quality of Care in Nursing Homes and Assisted Living Facilities, the Financial Review Committee, and the Medicaid Waiver Advisory Committee. There were no recommendations from the Commission On Aging.

Area Plan 2008 - 2011

- The Department of Aging is working on the Area Plan, a 4 year plan, and is holding a meetings at each of the senior centers and nutrition sites. The first meeting was held today June 26, 2007 at the Oakley Center. The meetings are designed to get feedback from the seniors to see what items are of importance and need to be included in the new plan.

Departmental Status Update:

- The May Status report is being finalized and should be available soon.

Personnel Changes:

- There were a few additions this month. The Department of Aging has hired Rebecca Cranston as the new Division Manager for Home and Community Based Services, Bridget Carlson as the new Program Coordinator for Home Delivered Meals and Nutrition Services, and Kathleen Goodspeed, a current Department of Aging employee, has been moved into the Program Coordinator position for Senior Care and Ombudsman.
- The job vacancy posting for the open Client Account Specialist for Home and Community Based Services position has closed and the applications are currently being reviewed.

Renovations to the Garvey Center

- Renovations to the Garvey Senior Center have been completed for the most part. The Building Maintenance crew is going through and finishing up with last minute touch ups and completing their 'punch list'.
- Lori Jennings-Harris and Dana DiGregorio have been working with Gary Whipple, from the Department of Public Works and Transportation, to have the parking spaces directly outside of the Garvey Senior Center designated as "Department of Aging Parking Only". Dana DiGregorio received an e-mail from Gary Whipple stating that the Building Maintenance crew will be out sometime within the next few weeks to take care of putting up some type of signage or paint and stencil the curbs.

Additional Remarks

- Sam Brown brought up the question "What is the Department of Aging 3-5 year plan". Lori Jennings-Harris stated that it has not been officially discussed, but the Department of Aging is in need of more space. The Department and the Senior Center are growing but the space is not. There are many options such as a re-renovation to increase the space, finding a new centrally located space that will accommodate our space needs, or start from scratch and find land to build a new facility on.
- Both Pat Myers and Mary Ruth Horton's second terms end this month, so Kathie Reich gave a heart felt 'Thank You for all you have done' from the Commission On Aging and the Department on Aging. Lori Jennings-Harris and Kathie Reich presented Pat Myers and Mary Ruth Horton each with a farewell basket of flowers
- Pat Myers gave a fond farewell to the Commission On Aging.
- Mary Ruth Horton gave a fond farewell to the Commission On Aging.

NEXT MEETING

The next meeting will be on July 23, 2007, at 12 Noon, at the Garvey Senior Center.

ADJOURNMENT

Pat Myers made the motion to adjourn the meeting, and Mary Ruth Horton seconded the motion. The Commission agreed. The meeting adjourned at 1:33 p.m.

Prepared by:
Dana DiGregorio
Sr. Administrative Coordinator