

**MEETING MINUTES**  
**ST. MARY'S COUNTY COMMISSION ON AGING**  
**MONDAY – NOVEMBER 25, 2013**  
**GARVEY SENIOR ACTIVITY CENTER \* LEONARDTOWN, MARYLAND**

**CALL TO ORDER** – The Chair called the meeting to order at 1:03 p.m. (This is a recorded meeting)

**ROLL CALL** – Members present were Norma Pipkin – Chair, Deborah Johnstone, Gail Murdock, Cindy Williams, Janet Kellam and Samantha Lane. Bettie Broadhurst was excused. Department of Aging and Human Services staff members present were Lori Jennings-Harris – Director and Amber Norris – Office Manager and Recording Secretary.

**APPROVAL OF THE MINUTES** – Motion to approve the October 28, 2013 minutes was made by Ms. Williams and seconded by Ms. Lane, the motion passed by a 5-0 vote.

*Mr. Murdock arrived at the meeting after voting had commenced on the minutes.*

**ANNOUNCEMENTS** –

- Commission Member Agnes Butler has officially resigned. The Board of County Commissioners will be making commission appointments in December 2013. The commission will elect officer positions in January. Members should be prepared to make nominations and vote at the January 2014 meeting for the chair, vice-chair, and secretary.

**COMMITTEE REPORTS** –

- Outreach Committee – No update.
- Tri-County Commission on Aging Meeting – The commission will hold the meeting on May 15, 2014 at the Northern Senior Center. The sub-committee will meet after the general commission meeting to discuss topics for the upcoming meeting.

**DISCUSSION OF OLD BUSINESS** –

- Charles County Senior Summit – Commission members attended the Charles County Senior Summit on November 14, 2013. The Honorable Gloria Lawlah, Secretary of the Maryland Department of Aging was the keynote speaker. Two citizens from St. Mary's County attended the event. Attendees were given the opportunity to ask speakers questions relevant to senior and aging issues. St. Joseph's Church Recreation Center inquired if computers could be brought to their site to assist consumers with the MAP program, the commission is considering holding an outreach meeting at the recreation center as well.
- Senior Agenda – Ms. Jennings-Harris will ask the Legal Department to prepare a resolution to take before the Board of the County Commissioners for signature acknowledging the Senior Agenda and Preface.
- Annual Calendar of Events – The commission would like to have an annual calendar of events for all the commissions or be included on e-mails for upcoming events. The commission recommended having a round-table event with the other commissions to provide an overview of each commission's purpose.

**DISCUSSION OF NEW BUSINESS –**

- Bob Kelly, Director of Emergency Services and Technology, extended an invitation to the commission for a tour of the Emergency Operations Center. The tour has been tentatively scheduled for January 27, 2014 at 12:00 p.m. prior to the general commission meeting.
- The commission reviewed potential membership applications and selected applications to make a recommendation to the Board of County Commissioners for appointments.
- The commission will not have a general meeting in December due to the Christmas holiday. The commission will have their holiday luncheon at Lenny's Restaurant on December 2, 2013 at 12:00 p.m.

**DIRECTOR'S REPORT –**

- The Department of Aging and Human Services will hold their annual Christmas party on December 13, 2013 from 10:00 a.m. to 2:00 p.m. at the Loffler Senior Center.
- A selection has been made for the Senior Administrative Coordinator position; a December start date is anticipated.

**UPCOMING EVENTS –**

- The 7<sup>th</sup> annual family caregivers' breakfast will be held on November 22, 2013 at the James A. Forrest Career and Technology Center in Leonardtown, MD.
- The United Seniors of Maryland legislative forum will be held on January 21, 2014 at St. John's College in Annapolis, Maryland.

**RSVP TIME SHEETS –**

- RSVP time sheets were distributed for completion prior to the end of the meeting.

**NEXT MEETING** – January 27, 2014 at the Garvey Senior Activity Center beginning at 1:00 p.m. A tour of the Emergency Operations Center has been tentatively scheduled for the same day at 12:00 p.m. prior to the beginning of the general commission meeting.

**ADJOURNMENT –**

- Ms. Williams made a motion to adjourn the meeting at 2:13 p.m. and Ms. Lane seconded, the motion passed by a 6-0 vote.