

**MEETING MINUTES**  
**ST. MARY'S COUNTY COMMISSION ON AGING**  
**MONDAY – SEPTEMBER 23, 2013**  
**GARVEY SENIOR ACTIVITY CENTER \* LEONARDTOWN, MARYLAND**

**CALL TO ORDER** – The Chair called the meeting to order at 1:07 p.m. (This is a recorded meeting)

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

**APPROVAL OF THE MINUTES** – Motion to approve the August 26, 2013 minutes with amendments was made by Mr. Murdock and seconded by Ms. Williams, the motion passed by a 6-0 vote.

**COMMITTEE REPORTS** –

- Outreach Committee – Ms. Hunt will follow-up with the Fleet Family Support Center on the Naval Base in October/November 2013.
- Senior Forum Committee – Ms. Hunt provided a copy of the proposed survey and program/agenda for the forum. The commission discussed amendments to the survey; it was determined to strike questions two and three from the survey and provide the survey as an insert within the program/agenda. Ms. Pipkin stated it is important for all members to be present at the forum and requested volunteer commission applications to be available at the forum. The committee will meet on Monday, September 30, 2013 – 11:45 a.m. at Ye Olde Café to conduct a debrief on the forum. Ms. Broadhurst suggested the Department of Aging and Human Services host the next Senior Forum; Ms. Jennings-Harris recommended holding it during the 2015 area plan update.

**DISCUSSION OF OLD BUSINESS** –

- Senior Agenda with Preface – Ms. Pipkin stated the agenda was presented to the county administrator and subsequently sent to the county attorney's office and insurance company for review. Ms. Jennings-Harris provided the commission with the agenda which included the legal revisions. The commission reviewed and discussed the changes to the agenda. Ms. Lane made a motion to adopt the Senior Agenda and the Preface as amended and Ms. Johnstone seconded, the motion passed by a 6-0 vote.

*(Mr. Murdock departed the meeting at 2:00 p.m. for a scheduled appointment)*

### **DISCUSSION OF NEW BUSINESS –**

- September 12, 2013 State Commission on Aging Meeting – Ms. Lane gave an overview of the meeting which included a presentation by the University of Maryland on the Communities for a Lifetime Act which addresses the aging-in-place preference of current and future seniors. Discussion included Maryland's 60+ population and future projections for 2040. Information was provided on Maryland Access Point (MAP). The MAP for St. Mary's County will kick-off at the October 25, 2013 Health Fair, more information can be found at <http://www.marylandaccesspoint.info/>.
- Charles County Area Council on Aging will hold their Senior Summit on November 14, 2013 in La Plata, MD. Commission members were extended an invitation to the event.
- Ms. Williams discussed the need to fill vacancies within the commission and issues with members not attending meetings. Emphasis was placed on the importance of current members attending meetings; the by-laws address absences of more than three consecutive meetings.

### **PRESENTATION FROM COMMUNITY PROGRAMS & OUTREACH –**

- Ms. Hunt gave an overview of Community Programs and Outreach services. The division is responsible for providing the community timely and topical information as well as advertising for the Department of Aging and Human Services. The division prepares the *New Beginning Newsletter* and marketing materials, coordinates the annual health fair, and gives road show presentations of departmental services to various groups.

### **DIRECTOR'S REPORT –**

- The 2014 Annual Area Plan Update was completed by staff and is on the September 24, 2013 Board of County Commissioners' agenda. The final plan will be forwarded to the Maryland Department of Aging by September 27, 2013.
- Ms. Jennings-Harris provided the commission information from the previous Tri-County Commission on Aging meeting for 2014 planning purposes.

### **UPCOMING EVENTS –**

- The Senior Forum will be held on September 27, 2013 at the Southern Maryland Higher Education Center in California, MD.
- The Long-Term Care Awareness Conference will be held on October 11, 2013 at the James A. Forrest Career and Technology Center in Leonardtown, MD.
- The Community Health Fair will be held on October 25, 2013 at the Southern Maryland Higher Education Center in California, MD.
- The 7<sup>th</sup> annual family caregiver's breakfast will be held on November 22, 2013 at the James A. Forrest Career and Technology Center in Leonardtown, MD.

### **RSVP TIME SHEETS –**

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

**NEXT MEETING –** October 28, 2013 at Taylor Farms Assisted Living at 1:00 p.m.

**ANNOUNCEMENTS –**

- Ms. Pipkin announced that Mr. Ryan (prior member) provided the Board of County Commissioners with a report of his findings regarding the Garvey Senior Activity Center rebuild.

**ADJOURNMENT –**

- Ms. Williams made a motion to adjourn the meeting at 2:34 p.m. and Ms. Johnstone seconded, the motion passed by a 5-0 vote.