

MEETING MINUTES
ST. MARY'S COUNTY COMMISSION ON AGING
MONDAY – AUGUST 26, 2013
GARVEY SENIOR ACTIVITY CENTER * LEONARDTOWN, MARYLAND

CALL TO ORDER – The Chair called the meeting to order at 1:00 p.m. (This is a recorded meeting)

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

Welcome of the new member, Samantha Lane. Ms. Lane and Ms. Johnstone have volunteered to attend the State Commission on Aging meeting on September 12, 2013 in Annapolis.

APPROVAL OF THE MINUTES – Motion to approve the July 22, 2013 minutes with amendments was made by Mr. Murdock and seconded by Ms. Johnstone. The motion passed by a 7-0 vote.

COMMITTEE REPORTS –

- State Liaison Committee – Mr. Murdock informed the commission that an update will be available January 2014.
- Outreach Committee – Ms. Hunt will make a presentation to the Fleet Family Support Center on the Naval Base and has been in contact with First Saints Community Church. Leonardtown Baptist Church has not responded; Ms. Broadhurst encouraged members to contact their local churches to inquire if they have senior groups for outreach. Ms. Broadhurst inquired if the Senior Gold Group at Health Connections was contacted; Ms. Hunt stated she will contact the group. Ms. Hunt will make a presentation to the school retirees in March 2014.
- Senior Forum Committee – Mr. Murdock thanked Ms. Hunt for preparing the flyers and advertisements. The committee met prior to the meeting, compiled a list of questions for the upcoming forum and directed the committee to send the information to Ms. Pipkin by Friday, August 30, 2013. Mr. Murdock stated the morning of the event, commission members should be there by 9:00 a.m. to set-up and asked that 3x5 index cards, a sign-up sheet, pens and name tags be provided. Ms. Williams asked Ms. Jennings-Harris if a feedback survey will be provided at the forum; she stated they are a valuable resource and will be available. Mr. Murdock suggested the committee meet on Monday, September 30, 2013 – 11:45 a.m. at Ye Olde Café to conduct a debrief on the forum.

DISCUSSION OF OLD BUSINESS –

- Senior Agenda with Preface – Ms. Pipkin stated she would like to have the agenda presented to the commissioners prior to the Senior Forum on September 27, 2013. Ms. Jennings-Harris stated the document reflects all of the requested changes. Mr. Murdock directed the commission and staff to page 2, under the header Socialization and Leisure to inquire if the enclosed quotations for quality of life amenities should be stricken. After a brief discussion, the commission decided the enclosed quotations should remain and the purple text deleted. Mr. Murdock made a motion

to adopt the Senior Agenda and the Preface as amended and Ms. Kellam seconded. The motion passed by a 7-0 vote. Ms. Pipkin will draft a letter to the commissioners presenting the recommended agenda and preface.

- Garvey Renovation Committee – Stricken from the agenda.

DISCUSSION OF NEW BUSINESS – None.

DIRECTOR'S REPORT –

- Ms. Jennings-Harris reviewed the remaining meeting dates for 2013. It was decided the commission will meet at the Garvey Senior Activity Center for the September 23, 2013 meeting in lieu of Taylor Assisted Living, Inc. The October 28, 2013 meeting will be held at the Taylor Assisted Living, Inc. if scheduling permits. The November 25, 2013 meeting will consist of a tour to all the senior activity centers in the county beginning at 8:45 a.m., followed by a general commission meeting at the Garvey Senior Activity Center. It will be decided at a later date if the commission will hold the December 16, 2013 meeting.
- Ms. Jennings-Harris would like a Division Manager to give a brief overview at each monthly meeting beginning with the September 23, 2013 meeting; Ms. Hunt will present first.
- Staff is working on the 2014 Annual Plan Update which is due by September 27, 2013. Once completed, the plan is forwarded to the Maryland Department of Aging. Ms. Pipkin will review for signature on September 9, 2013.
- The Senior Administrative Coordinator position is currently vacant, anticipating the position to be filled by mid-October.

UPCOMING EVENTS –

- The Long-Term Care Awareness Conference will be held on October 11, 2013 at the James Forrest Technical 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 Department of Aging and Human Services will provide a shredder for the event.
- Ms. Jennings-Harris provided the commission guidance for planning the 2014 Tri-County Commission on Aging Meeting. Ms. Pipkin suggested scheduling sub-committee meetings to plan the event; dates will be determined at a later meeting.

SENIOR FORUM UPDATE –

- Ms. Hunt stated the media release will go out for distribution on August 27, 2013. The Department is taking reservations for the forum. Flyers have been sent to 13 locations including the Enterprise Newspaper, Southern Maryland Community Calendar, and Facebook. Ms. Hunt presented a list of all the advertised locations to the commission.

RSVP TIME SHEETS –

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

NEXT MEETING – September 23, 2013 at the Garvey Senior Activity Center.

ADJOURNMENT –

- Mr. Murdock made a motion to adjourn the meeting at 2:00 p.m. and Ms. Williams seconded. The motion passed by a 7-0 vote.