

**MEETING MINUTES**  
**ST. MARY'S COUNTY COMMISSION ON AGING**  
**MONDAY – JANUARY 27, 2014**  
**GARVEY SENIOR ACTIVITY CENTER \* LEONARDTOWN, MARYLAND**

**CALL TO ORDER** – The Chair called the meeting to order at 1:14 p.m. (This is a recorded meeting)

**ROLL CALL** – Members present were Norma Pipkin, Chair, Deborah Johnstone, Gail Murdock, Cindy Williams, Janet Kellam, Samantha Lane, Bettie Broadhurst, and Juanita Nether. Department of Aging & Human Services staff members present were Lori Jennings-Harris, Director and Beth Sandberg, Senior Administrative Coordinator.

**ABSENT** – Linda Fry was absent and Diane Harding was excused.

**APPROVAL OF THE MINUTES** – Motion to approve the November 25, 2013 minutes was made by Mr. Murdock and seconded by Ms. Kellam, the motion passed by an 8-0 vote.

**COMMITTEE REPORTS** –

- Outreach Committee – Ms. Broadhurst spoke with Sam Brown regarding the Aging Roadshow presentation in the 7<sup>th</sup> District area to be presented by Jennifer Stone, Community Programs and Outreach Manager. Mr. Brown recommended promoting the event in several areas, including all the area's churches. Mr. Murdock said the American Legion also has a newsletter that goes out every other month. He suggested if the Commission on Aging decided to do a forum in that area he would announce through those venues.

Ms. Broadhurst suggested planning begin after the Tri-County Commission on Aging meeting being held in May. Ms. Broadhurst will follow up with Jennifer Stone. Mr. Murdock indicated the decision to have the roadshow has been approved and the next step will be to have the actual date approved. Mr. Murdock will need about a month's notice.

November 2013 Site Visits – Ms. Kellam said the Commission on Aging toured the Ripple Center, Northern, Loffler, and Garvey Senior Activity Centers. Everyone was gracious at each location and the Commission was greeted by the Operations Managers who informed the members of the programs at each Senior Activity Center. The Commission toured the buildings and spoke with the consumers. The Northern Center was very busy decorating for the holidays. The Ripple Center has a new kitchen, a new staff person and new participants. While at the Garvey Senior Activity Center, the Commission talked in length with the Operations Manager about the lack of facility space, which impacts the programs offered. It was noted several programs are off-site due to the lack of space at Garvey.

Ms. Williams noticed a difference at Northern versus the other Senior Activity Centers regarding the Christmas decorations and the amount of help provided by volunteers. The Northern Senior Activity Center has the Northern Council, and the Loffler Senior Activity Center has a host of volunteers.

Ms. Pipkin asked if it was important to visit all of the senior activity centers and everyone believes of its importance. Ms. Williams said it was good to see the diversity and contrast of programs offered. Ms. Broadhurst asked if there are programs offered at Northern that are not offered in other locations. Ms. Jennings-Harris indicated there are programs offered that are unique at each center.

Ms. Williams suggested touring the senior activity centers and the Ripple center every other year.

Ms. Pipkin asked the Commission for suggestions on where to hold the upcoming Commission on Aging meetings.

- Tri-County Commission on Aging Meeting – Ms. Pipkin scheduled a committee meeting at the Loffler Senior Activity Center for Monday, February 10, 2014 at 1:00 p.m. The committee will finalize plans for the Tri-County Commission on Aging meeting scheduled for Thursday, May 15, 2014.

#### **DISCUSSION OF OLD BUSINESS –**

- United Seniors of Maryland (USM) Meeting - January 21, 2014 – The meeting was canceled due to inclement weather. Ms. Pipkin spoke to Mary Ruth Horton, USM liaison, who indicated the forum will most likely not be rescheduled. Ms. Horton liked the questions prepared for the forum. One question suggested eligibility for tax credits go down to age 65 from 70. Ms. Horton works with NARFE and has not pushed for the change because of the uncertainty of its economic impact, as well as what may be sacrificed.

The Commission members decided to send letters to our Representatives and Delegates requesting their response to the questions.

- Victory Woods Transportation Follow Up – After the August 2013 forum, Ms. Jennings-Harris spoke with George Erichsen, Director of DPW&T, about transportation for Victory Woods residents. Mr. Erichsen passed the information onto his Transportation Manager, Jacque Fournier. Ms. Jennings-Harris communicated with Jacque Fournier and asked her to contact the Victory Woods representative.

#### **DISCUSSION OF NEW BUSINESS –**

- Annual Report – The annual report was distributed to all committee members via email. Ms. Pipkin wanted to thank Ms. Jennings-Harris, Ms. Broadhurst and Ms. Williams for their help in proofing the document. With a few more corrections, Ms. Pipkin would like to submit the annual report this week. A motion to approve the annual report, with corrections, was made by Ms. Williams and Ms. Broadhurst seconded the motion. The motion passed by an 8-0 vote.
- L.I.F.E. (Learning is ForEver) Program – Registration for the L.I.F.E. program begins on February 18, 2014. The program includes great trips.
- Resolution – Senior Agenda: A Community for a Lifetime, St. Mary’s County Commission on Aging – The resolution will be formally presented to the Board of County Commissioners on Tuesday, February 11, 2014. Mr. Murdock will highlight six topic areas and thank the commissioners for their support. A motion to present the resolution to the commissioners was made by Ms. Lane and Ms. Johnstone seconded the motion. The motion passed by an 8-0 vote.

- Election of Officers –

Mr. Murdock opened nominations from the floor.

Ms. Pipkin was nominated for chairperson and there were no other nominations. Ms. Pipkin was unanimously elected Chairperson and Ms. Pipkin accepted.

Ms. Pipkin nominated Ms. Kellam for Vice Chairperson with no other nominations. Ms. Kellam was unanimously elected Vice Chairperson and Ms. Kellam accepted.

Ms. Williams and Ms. Lane were nominated for Secretary. Ms. Williams was elected as Secretary and Ms. Williams accepted.

- Plan for meeting sites and visits – This agenda item was tabled until the next Commission on Aging meeting. Suggested locations are Autumn Assisted Living at the Villages of Wildewood, Cedar Lane, Newtowne Village, and other options.
- Other new business – None.

#### **DIRECTOR'S REPORT –**

- Activity Center Councils – Ms. Jennings-Harris indicated the Northern Senior Activity Center Council began when there was no senior activity center in the northern part of the county. Ms. Pat Myers is the council president. They do a lot of fund-raising and decorating at the facility. Garvey has tried several times to form a council, but have not been as successful. Occasionally, volunteers help with different projects. The Loffler Center does not have a council, but has a team of volunteers who help when needed. Once a new Garvey Center is in place, we are hoping to have better interest from people wanting to get involved in something new. Ms. Broadhurst asked, “What do you see as the task of the council at Garvey?” Ms. Jennings-Harris responded, the Northern Council has done fund-raising and taken a vested interest in the Northern Center. The council was instrumental in getting the bricks and mortar built. The council has contributed to several purchases to enhance the center. The council sees their mission as fund-raising. They help with the gardens and in the kitchen, especially since they are certified. Ms. Broadhurst will speak with Kathy Mather, Operations Manager for Garvey, about future prospects regarding a Garvey Council.

St. Joseph's Community Center expressed interest in the Internet Literacy Training Project that is held in conjunction with the MDoA and Towson University. The training is slated for February 12<sup>th</sup> at the Northern Senior Activity Center. Ten (10) people have signed up for the training.

The new Maryland Access Point (MAP) Coordinator started recently. Brochures are being finalized and a commercial is being produced. It will be launched within the next month. MAP will be connected to our current website. The information will be updated and stay current. There will be a link from the state website.

There had been a discussion about all the commissions coming together to describe what each commission does. Ms. Jennings-Harris took that request to a meeting with the county attorney. After some further discussion, it was determined it would be too large of a group. The county attorney plans to have a training/orientation for all the new commission members and executive committee members on February 5, 2014 at 3:30 p.m. All commission members will receive an invitation.

Introduced the new Sr. Administrative Coordinator, Beth Sandberg.

There was a discussion on having a calendar of major events for all of the commissions. Include what falls under the Commission on Aging. It was decided to have a quarterly calendar of events that would include all of the commissions supported by the Department of Aging & Human Services.

#### **UPCOMING EVENTS –**

- January 28, 2014 - Volunteer Appreciation with Commissioners in the Chesapeake Building Meeting Room starting at 8:30 a.m.
- January 31, 2014 - Lunch with the Sheriff Cameron at the Northern Senior Activity Center. RSVP by the 29<sup>th</sup> to 475-4002, ext. 1001. Ms. Broadhurst suggested having a lunch like this at Loffler and Garvey. Jennifer Stone will invite the Sheriff to the other centers.
- January 31, 2014 - Woman of the Year and Woman of Tomorrow nominations are due to the Commission for Women.
- February 10, 2014 – Tri-County Commission on Aging Committee meeting at Loffler Senior Activity Center at 1:00 p.m.
- February 18, 2014 - Registration for L.I.F.E. trips opens at 8:00 a.m.
- March 27, 2014 - RSVP Volunteer Appreciation at the James A. Forrest Career and Technology Center at 3:30 p.m.
- May 15, 2014 - Tri-County Commission on Aging Meeting at the Northern Senior Activity Center.

#### **RSVP TIME SHEETS –**

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

#### **NEXT MEETING –**

- February 24, 2014 at the Garvey Senior Activity Center beginning at 1:00 p.m.

#### **ADJOURNMENT –**

- Ms. Williams made a motion to adjourn the meeting at 2:43 p.m. and Ms. Kellam seconded, the motion passed by an 8-0 vote.