

Minutes of the Commission On Aging Meeting  
Garvey Center – Leonardtown, Maryland  
Monday, January 25, 2010

**CALL TO ORDER**

Start Time: 1:00 p.m.  
Location: Garvey Senior Activity Center, Leonardtown, MD  
Chaired By: Elfreda Mathis - Chair

**PRESENT**

**COA Members:** Betty Broadhurst, Sam Brown, Claudia Knowlton, Florence Lanham, Elfreda Mathis, Peggy Reardon, Kathie Reich, Sheral St. Clair

**Department of Aging Staff:** Lori Jennings-Harris, Director; Dana DiGregorio, Sr. Administrative Coordinator.

**Guests:** Beverly Stickles, Executive Director – St. Mary's Home for the Elderly  
Janice Pruitt, Marketing and Moving Coordinator - St. Mary's Home for the Elderly  
Margo Shelton, Home Helpers

**ABSENT**

**COA Members:** Vicki Brown, Sandra Wheeler

**APPROVAL OF AGENDA**

Motion to approve the agenda with one change was made by Sheral St. Clair and was seconded by Peggy Reardon; all were in favor and the motion carried.

**Correction:** Add Cedar Lane Update after Approval of Agenda and Approval of Minutes

**APPROVAL OF MINUTES**

Motion to approve the October 2009 and November 2009 meeting minutes was made by Sam Brown and was seconded by Sheral St. Clair; all were in favor and the motion carried.

**GUEST SPEAKER:**

**Beverly Stickles, Executive Director – St. Mary's Home for the Elderly**

**Janice Pruitt, Marketing and Moving Coordinator - St. Mary's Home for the Elderly**

- Ms. Beverly Stickles, Executive Director for St. Mary's Home for the Elderly, and Ms. Janice Pruitt, Marketing and Moving Coordinator for St. Mary's Home for the Elderly, attended this meeting of the Commission On Aging to provide the Commission members with an overview and update of the St. Mary's Home for the Elderly – Cedar Lane Apartments.
- Ms. Stickles and Ms. Pruitt answered questions and provided information to Commission Members, Department of Aging staff, and guests in attendance.

**OLD BUSINESS**

**Introduction of New Commission Member:**

- Elfreda Mathis, Chairperson for the Commission On Aging, welcomed the newest member of the Commission On Aging – Betty Broadhurst.
- Ms. Betty Broadhurst introduced herself and gave the Commission Members a brief overview of her experience and volunteer efforts.

**Privatization of Ripple Center Update:**

- In December a sub-committee of Commission On Aging members met with John Savich, Lori Jennings-Harris and the candidates for the potential privatization of the Medical Adult Day Service Program to get a brief introduction and question and answer session regarding the potential privatization of the Medical Adult Day Services Program.
- Lori Jennings-Harris plans to present information regarding the privatization of the Medical Adult Day Services Program to the Board of County Commissioners next Tuesday, February 2, 2010.

- Sam Brown noted that the organization that is a candidate for the privatization of the medical adult day program has long-term goals of a new facility, a transportation plan, and are looking into additional services not currently provided.

**Friends of Ripple Projects:**

- The Friends of Ripple will be having a Butter Braids fund raiser sale February 1 – March 15, 2010.

**2009 Tri-County Commission On Aging Meeting:**

- The Commission On Aging discussed topics for the Tri-County Commission On Aging Meeting scheduled for April 29, 2010. Topic of choice is “Aging In Place with emphasis on Medical Management, Emergency Management, Living Well, and Nutrition and Fitness”
- The Commission Members discussed who they would like to have as presenters and panel members. Elfreda Mathis, Claudia Knowlton, Peggy Reardon and Lori Jennings-Harris will contact potential presenters and confirm availability.
- Lori Jennings-Harris provided the Commission Members with a list of meal options. The commission reviewed the list and chose a meal for the event.

**Strategic Plan Review:**

- Elfreda Mathis would like to add informational sessions to the monthly meetings, such as Commission Member visits to outside agencies and facilities, invitation to agencies to attend Commission On Aging Meetings to provide information and updates, and Department of Aging Division Managers to attend for updates to the Commission On Aging Strategic Plan for 2010.

**Revised Matrix:**

- Dana DiGregorio updated the matrix of services for the Department of Aging and provided copies to the Commission Members.

**NEW BUSINESS**

**2010 Census:**

- Lori Jennings-Harris provided sample Census forms and information to the Commission Members.
- The Department of Aging Senior Activity Centers will be working with the Census Bureau to have Questionnaire Assistance Centers (QAC), run by Census Bureau workers, at each of the Senior Activity Centers. These QAC sites will be to assist citizens with Census information and forms.

**Human Relations Commission Meeting:**

- Kathie Reich received a letter from Mr. Hanley, Chairperson for the Human Relations Commission, requesting a meeting, with various Commissions, Boards and Groups involved with St. Mary’s County Government, to discuss ways for the groups to work together in support of the community. Kathie Reich attended the first meeting and Mr. Hanley would like to have these meeting quarterly, therefore Kathie Reich will forward the information on to Elfreda Mathis so that she can attend these quarterly meetings as the current Commission On Aging Chairperson.

**United Seniors of Maryland Rally and Information:**

- Florence Lanham attended the United Seniors of Maryland Rally on Tuesday, January 19, 2010. The Rally started with a question and answer session followed by break out sessions with the State Representatives.

**Update Bylaws:**

- The Commission On Aging bylaws have not been updated since 2004 and Elfreda Mathis requested that the Department of Aging look into the requirement for updating these bylaws. Lori Jennings-Harris will look into this and follow up with Elfreda Mathis.

**Annual Report:**

- As the outgoing Chairperson, Kathie Reich will prepare an annual report for 2009 to submit to the Board of County Commissioners.

## **ACTION ITEMS**

- Contact potential panel members for the Tri-County Commission On Aging Meeting
- Set up or identify choices for dates for visiting off site facilities (i.e. Cedar Lane, Chesapeake Shores, etc.).

## **DIRECTOR'S REPORT**

### **Department of Aging Website:**

- The Department of Aging web site has a new Audio Newsletter function available for the visually impaired.

### **Ombudsman Follow Up:**

- Several months ago there was an incident of abuse at Charlotte Hall Veterans Home, and a Commission Member asked about follow up by the Department of Aging Ombudsman. The Department of Aging Ombudsman did follow up with Charlotte Hall Veterans Home and subsequent action has been taken against the accused abusers.

## **PERSONNEL CHANGES**

- The Department of Aging has contracted a Social Worker to provide Social Work services for the Vivian Ripple Medical Adult Day Service Center,
- The Department of Aging has a new AmeriCorp worker for the new congregate meal site at NewTowne Village.

## **ADDITIONAL COMMENTS**

- Elfreda Mathis reminded all Commission Members that the RSVP Volunteer Hour Sheet needs to be filled out after each meeting so that Elfreda can sign and submit to the RSVP program Manager.
- Elfreda Mathis presented Kathie Reich, the outgoing chairperson, with a Certificate of Appreciation for her commitment and service to the Commission On Aging.
- Margo Shelton visited the Commission On Aging meeting to provide information on her home based business "Home Helpers".

## **NEXT MEETING**

The next meeting will be held on Monday, February 22, 2010 at 1:00 p.m. at the Garvey Senior Activity Center.

## **ADJOURNMENT**

Motion to adjourn was made by Sheral St. Clair and was seconded by Peggy Reardon; all were in favor and the motion carried. The meeting adjourned at 2:50 p.m.

Prepared by:  
Dana DiGregorio  
Sr. Administrative Coordinator