

Salem Council on Aging
Minutes
Annual Meeting
Salem Council on Aging
Wednesday, October 12th, 2016 6:00 p.m.

The Annual Meeting of the Salem Council on Aging held Wednesday, October 12th, 2016, 6:00 p.m., at the Senior Center, 5 Broad Street, Salem, Massachusetts.

Roll Call

Board of Directors Present: Lynda Coffill (LCf, Chairperson), Elaine Heredeen (EH, Vice Chair), John Russell, (JR), Alice Williams (AW, Treasurer), Julie Carver (JC, Secretary), Abigail Butt, (AB), Donna Clifford (DC), Alison Thibodeau (AT).

Absent: Trisha O'Brien (TO) Executive Director of Parks, Recreation, & Community Services, Anthony "Tony" Schettino (TS), Elaine Milo (EM, City Councilor advocate to the COA)

Also Present: Meredith McDonald, (MM), and Director of the COA, Sharon Kearney, (SK, Secretary of Minutes).

I. Call to Order

Open the annual meeting Wednesday, October 12th, 2016 5:57 p.m.

II. Annual Meeting – Chairperson Lynda Coffill Updates/Comments

Note: Lynda Coffill handed out: 1) The Report of the Chairperson 10/1/15 to 9/30/. 2) A list of Proposed Goals for 2016-2017. 3) Slate of Officers 2016-2017. Attached to this report.

LCf: It was a good year. We are able to do a lot of things including our advocacy to for the new building. I sent an email as to where we were at. Also sent an email to Dominique and asked has legislation delegation been contacted to help? His response was it was a great suggestion, he did not know if they have been contacted or not. I will follow up with him. Hopefully, Julie and John will be very busy with the design committee. We were at the city council a lot. We did the analysis of the need assessment we came out with two things identified: 1) The resource directory, 2) having a police officer liaison.

AB: And, a volunteer coordinator.

LCf: Yes, a volunteer coordinator. And we supported the amendment proffered by Elaine Milo, to a city ordinance to raise the amount of money seniors could earn for abatement to their taxes. Our relationship with the Friends to the COA has been greatly enhanced by John Russell participation. And we welcomed our new Director of Community Services Trisha O'Brien, and new Director of Council on Aging Meredith McDonald. And we welcomed Alison Thibodeau onto our board. We had a lot of good success. We helped out a lot, volunteered at Triad event, and had pizza parties. We have been very active. Looking forward to a very good year coming up.

LCf: I put together proposed goals. We will continue advocacy for the new building. What is the update of the Resource Directory?

MM: It is currently at a stand still. We had an issue with transportation this summer where we lost a driver which meant Fred was out on the road a lot having to drive, dispatch and do everything for almost the entire summer we were dead in our tracks. We were finally allowed to replace that driver's position. We have a full compliment six drivers. There will be three per-dium drivers on the books but the end of

next week. We are back up and running at full capacity finally in the transportation field which means Fred can be back in the office doing what he needs to be doing to help that area to run smoothly.

LCf Question: Would it help if a volunteer came in and tried to put together that resource directory?

MM Answer: Maybe yes, maybe no. As we had time to sit it and think about it we really tried to think about what do we want it to look like, how do we want it to function. There needs to be more formal communication on that before what we can solidify what we want. Then once we have it down pat than yes it could be a good project for some of our tax work off seniors. We so many of the tax work off folks here we need to find appropriate things for them to do meaning what ties to their skill level and that is something they could do. Rather than one big directory which can be overwhelming have one overview and smaller subsets. If your question is about X than we are sending you that because if you have to look through something big you will get frustrated and give up than it is not useful. So we are thinking about what are those subsets that we really want it to be.

AB: So, when we were looking at the Jewish Children and Family there were some highlights and Fred does have those?

MM: Yes, the were some key subsets and they do tie into the age friendly criteria which we could if we want to keep a common theme going to get more consistency to get the seniors or all of the residence of the city familiar for that matter. We could keep those eight subsets and fit stuff into them.

LCf: Can we save this for another schedule? We need to get through these goals.

MM: Yes.

LCf: Advocate for the zoning change which will allow in-law apartments for elderly parents/relative which came up in the September meeting.

LCf: Advocate for the implementation of transportation plan identified by Kennedy School of Government Students. That sort of went...

MM: Yes, that needs more discussion. But, to investigative some of those options would be realistic for the city under what cost? Their representation of the plan in Colorado is off, in terms of a cost standpoint. They reported it at costing sixty thousand dollars it actually well is access of three million.

LCf: So, how about investigate the implementation?

MM: Yes. We are currently considering Uber and Lift as being a potential option.

LCf: Advocate for additional position/Volunteer Coordinator

MM: Kathy McCarthy job description is in part volunteer coordinator. So, I've asked Trisha for a sit down meeting so we can actually review the organizational chart and the entire structure of the building because there seems to be a lot of overlap areas and under utilization in others. So, I would like to push to see if we can retool that a little and see if we can get the overlap eliminated where it doesn't need to be and other people doing more of where it is needed.

LCf: We need a volunteer coordinator.

MM: Yes, it is on the books.

LCf: These two things were left over from last year: Review/revise vendor fees and Develop Vendor Memorandum of Understanding.

Review/revise vendor fees remember we had a discussion about how much the vendors we charging us to come in and how much we were paying.

MM: They sign a MOU right now.

LCf: They do. So, we don't need that one. How about looking at vendor fees?

MM: From what I've seen, they are straight forward, uniformed, in that this is the fee for this service. We have a flat fee if we are bringing fitness instructions in from the outside. It is a flat fee we offer them per hour which is less than what they would normally get for offsite teaching. I negotiated that when I worked at the Salem YMCA we have kept that discounted fee in place.

LCf: So, we don't need to worry about that. We have five goals. Does anybody else have a goal they wanted to add?

AB: Can we talk about the resource directory?

LCf: Yes.

AB: Maybe I'm wrong, but it doesn't sound like, apart from maybe Lynda helping with the volunteering, like something as a board that it would be easy for us to work on.

LCf: It is an oversee. Oversee the completion. Anything else?

AB: There is a needs assessment going on with McCormick School of Government right now at UMass Boston happening here?

MM: It's not a need assessment the city hired the graduate school of gerontology to help us with the age friendly, compiling the data and writing the strategic plan we have to submit to WHO. That is what they were brought on for. We just had our final draft meeting with the team from UMass Boston. So, now we know all the language will go into it. They will write the plan.

AB: Is there anyway we want to support the age friendly initiative in our goals? Sound like a good idea?

LCf: Sure. What would the language for the goal be?

AB: What would be useful to you?

MM: I'm not a fan of the term age friendly. It is city friendly. When you need curb cuts in the sidewalk it not only for elderly people it's for safety of tourist, it's for families so they can sit on park benches. It is all inclusive.

AB: I totally agree.

MM: It comes back to oversight of holding all of the departments within a city accountable for following through of their portion of what this plan is going to be. So we can make sure that we are age friendly in terms of transportation is it senior friendly transportation and what does that mean. And that is something we can to a large degree have direct control over. If it is about the curb cutting of the sidewalk, is DPW cutting curbs? Do they have to make a goal of so many curb cuts a quarter or a year? It is our oversight to

make sure that they are maintaining and meeting their quotas, guideline standards. Because otherwise we are doing this for nothing.

LCf: I have the language. Oversee the council on aging portion of the age friendly plan.

MM: And, advocacy towards other areas to be ensure that those departments are following through with their participation. The unfortunate thing that we learned is that there is no required format for this plan to be submitted in and nobody at the WHO actually follows up with you to see that you are actually doing it. You could submit a plan and who's going to govern themselves. So it is really having somebody there to make sure the plan I being carried out. Otherwise all of this good work could be for nothing.

AB: Maybe it is helping work on tangible goals then. Developing them.

LCf: A method for developing tangible goals and language for advocacy for other departments to ensure their follow through are the age friend plans.

AB: Yes.

LCf: Anything else?

Response: None

LCf: Is there a motion to accept the goals for 2016 to 2017?

EH: Motion to accept the goals for 2016 to 2017.

AW: Seconds the motion.

LCf: Any discussion?

Response: None

LCf: All in favor? All opposed?
Vote unanimously approved.

III: Annual Meeting – Election of Officers

LCf: The non nominating committee came up with a Slate of Officers for 2016-2017 year. Elaine Heredeen is running for Vice Chairperson. I'm opening up all nominations for anyone else who would like to serve in the capacity.

LCf: Hearing none. Motion to close that position.

AB: Motion to close the Vice Chairperson position.

AT: Second the motion.

LCf: The non nominating committee came up with a Slate of Officers for 2016-2017 year. Julie Carver is running for Secretary. I'm opening up all nominations for anyone else who would like to serve in the capacity.

LCf: Hearing none. Motion to close that position.

AB: Motion to close the Vice Chairperson position.

AW: Second the motion.

LCf: The non nominating committee came up with a Slate of Officers for 2016-2017 year. Alice Williams is running for Treasurer. I'm opening up all nominations for anyone else who would like to serve in the capacity.

LCf: Hearing none. Motion to close that position.

AB: Motion to close the Treasurer position.

EH & JC: Second the motion.

LCf: Ask the Secretary to cast one vote for the slate of officers.

JC: Cast one vote.

IV: VOTE TO ADJOURN:

Requests to make a motion to adjourn the meeting.

JR: Makes a motion to adjourn the meeting.

JC: Seconds motion.

Vote unanimously approved.

Regular meeting adjourns at 6:14 p.m.

Minutes respectfully submitted by Sharon Kearney