

Commission on Aging & Disabilities Meeting

Meeting Date: January 10, 2018

Start Time: 10:00 am

Location: Bureau of Aging & Disabilities Library

Chairperson: Hermine Saunders

Vice-Chair: Jim McCarron

Topic	Discussion
Attendance	Amy Baker, Larry Burbank, Val Cioeff, Bob Coen, Marisa Cooke, Ruth Doxzen, Dr. Nicole Fiallos, Art Frotton, Diann Linton, Diane Martin, Renee Patterson, Hermine Saunders, Celene Steckel, Leslie Wagner, Carol Wheatley, Samantha Wilson
Acronyms	AAA - Area Agency on Aging, ADA - American's w/Disabilities Act, ADL - Activities of Daily Living, AIP – Aging in Place, BCC – Board of County Commissioners, BOAD - Bureau of Aging and Disabilities, COAD – Commission on Aging and Disabilities. CTS – Carroll Transit System, CIL - Center for Independent Living, DHMH - Maryland Department of Health and Mental Hygiene, FFP – Federal Financial Participation, LTCO - Long Term Care Ombudsman, M4A - Maryland Association of Area Agencies on Aging, MAP - Maryland Access Point, MFP -Money Follows the Person, MOU – Memorandum of Understanding, MWOA - Medicaid Waiver for Older Adults, NED - Non-Elderly Disabled, NFCSP - National Family Caregiver Support Program, OAA - Older Americans Act, OHCQ - Office of Health Care Quality, SALGHS - Senior Assisted Living Group House Subsidy program, SHIP - State Health Insurance Program, SIP - Senior Inclusion Program, SMP - Senior Medicare Patrol, SPDAP - Senior Prescription Drug Assistance Program, VTV – Village to Village
Call to Order- Hermine Saunders	Hermine Saunders welcomed everyone. Karen Gauvin, outgoing Health Department representative, was given a token of the Bureau's and Commission's appreciation for her service these last 6 years. Dr. Nicole Fiallos introduced herself. She is the head of the new Emergency Room Geriatric Suite at Carroll Hospital.
Approval of Minutes – Hermine Saunders	Hermine Saunders requested approval of the November 2017 minutes as submitted. Ruth Doxzen motioned 1 st and Art Frotton 2 nd for approval. All were in favor to approve as submitted.
Staff Presentation- Leslie Wagner	<p><u>Leslie Wagner, Program Coordinator, Living Healthy, Living Well</u> – Living Healthy, Living Well is an evidence-based self-management program originally developed at Stanford University that Carroll County Bureau of Aging & Disabilities is licensed to provide for Chronic Conditions and Diabetes. Workshops meet 2 ½ hours once a week for 6 weeks and are led by 2 trained facilitators, with each week exploring different topics. Chronic Conditions workshops are open to anyone experiencing chronic conditions, their caregivers, or family members. Diabetes workshops are open to anyone diagnosed with pre-diabetes, diabetes, their caregivers, or family members. This program teaches self-management skills such as brainstorming, problem-solving, making action plans, managing difficult emotions, decision making strategies, relaxation techniques, methods of dealing with pain and fatigue, healthy eating, medication management, communication skills for health care providers and family, and more.</p> <p>If you know of anyone who would benefit from attending the workshops or interested in volunteering to be trained to lead workshops, please feel free to direct them to Leslie or the Bureau's website. Chronic Conditions Workshops are in the process of being scheduled.</p> <p>Diabetes Workshops are scheduled for the Spring:</p>

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	<ul style="list-style-type: none"> • South Carroll Senior & Community Center – Tuesdays 1-2:30pm – March 20th-May 1st • Taneytown Senior & Community Center – Tuesdays 12:30-3pm – April 10th-May 15th • Carroll Hospital (Tevis Center for Wellness) – Wednesdays 9-11:30am – May 9th-June 13th
<p>Old Business – Hermine Saunders</p>	<p><u>Letter of Support for Budget Recommendations, Hermine Saunders</u> – Several projects that the Bureau has submitted to the FY2019 budget process were discussed.</p> <ul style="list-style-type: none"> • Capital Improvement Projects: <ul style="list-style-type: none"> ○ Taneytown Senior & Community Center Renovation ○ Westminster Senior & Community Center <ul style="list-style-type: none"> ▪ Porch enclosure ▪ Addition ○ Durable Medical Equipment Reuse Center – with several options • Facility Improvements: <ul style="list-style-type: none"> ○ Westminster Senior & Community Center walking trail repaving ○ Intercom system installed in the Westminster Senior & Community Center ○ Security cameras installed in all 5 County Senior & Community Centers ○ 2 replacement vehicles ○ Possibility of restructuring two positions • Hermine has a column printed the 2nd Sunday of the month in the Carroll County Times. She is considering using this venue to discuss the needs of the Bureau and those aging in Carroll County. She made a motion to write an article in March for the Carroll County Times that promotes the needs of the Bureau of Aging & Disabilities for the coming year and that the Commission on Aging & Disabilities supports this effort. Larry motioned 1st, Art Frotton 2nd. A vote was taken and it was unanimous. Hermine also noted that she will be highlighting the holiday centerpieces that the Senior Inclusion Program made for the Commission’s Holiday breakfast in an upcoming article. • It was discussed that having a County Commissioner regularly attend would keep the Board aware of the needs of the Bureau, as well as the needs of older adults and adults with disabilities in Carroll County. Celene will look into what is the process for assigning Commissioners to the Boards/Commissions.
<p>New Business – Hermine Saunders</p>	<p><u>Liaison role to BOAD program staff, Hermine Saunders and Celene Steckel</u> – Due to the late time, will hold for discussion at our next meeting.</p> <p><u>Long Term Advisory Council (LTAC) Health & Wellness Cluster Update, Bob Coen</u> – Bob gave a brief overview of the purpose of the LTAC and explained how it is designed, as well as the membership of the Health & Wellness Cluster. Anyone interested in the Futurist’s YouTube presentation, email Bob and he will forward.</p> <p><u>Seniors on the Go 2018 Expo, Leslie Wagner</u> –</p>

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	<ul style="list-style-type: none"> • VFW Post #467 would like to register, per Larry. Leslie to forward registration papers. • Tuesday, April 3rd set-up – Larry, Art and Bob at 12:30pm. • Expo booth coverage – <ul style="list-style-type: none"> ○ 8:30-10:30 – Carol and Diann ○ 10:30-12:30 – Ruth and Bob ○ 12:30-2:30, including tear down – Art and Marisa • Larry will get bananas (\$100 in budget) and Chick-Fil-A coupons to hand out. <p><u>Area Plan, due March 31, 2018, Celene Steckel</u> – This will be the final update on this year’s Area Plan. The Area Plan is required by Maryland Department of Aging. The Bureau will explain how they will utilize the grant funds they receive and when. The State has been working diligently to release grant funds at the same time so Area Agencies on Aging know how much they have to spend. The Comprehensive Plan is a written idea on how the Bureau will put their programming in place. Once complete, and the Commission has approved (via Hermine’s signature) the Bureau will go before the Commissioners for their approval to submit to the State.</p>
<p>Bureau of Aging & Disabilities – Celene Steckel</p>	<p><u>Staffing Update, Celene Steckel</u> –</p> <ul style="list-style-type: none"> • Veteran Services Program – just received a \$125,000 grant from Kahlert Foundation. Will re-post Veteran Service Coordinator position. It has been upgraded to be the same scale as Veteran Services Program staff. It is a 25 hour/week contractual position with no County benefits. • Ombudsman Assistant – Gail Gannon has been hired and started 12/28/17. She previously was a volunteer ombudsman with Montgomery County. <p><u>Senior Inclusion Program, Celene Steckel</u> –</p> <ul style="list-style-type: none"> • Submitted the annual Quality Assurance Plan to DDA that includes client and provider satisfaction surveys. • Currently interviewing for an aide position. • The Commissioners have approved an additional position and will use those interviewing for the open aide position as candidates. • Currently offering different options in programming with more volunteer and community opportunities. <p><u>Aging & Disabilities Services, Celene Steckel</u> –</p> <ul style="list-style-type: none"> • Medicare Waiver Case Management services has submitted their Quality Assurance Plan to the State. They are waiting to hear back. <p><u>Senior & Community Centers, Celene Steckel</u> –</p> <ul style="list-style-type: none"> • Going before the Commissioners tomorrow to seek approval to reduce the senior center hours a half hour daily and close at 4pm instead of 4:30pm. The purpose of this request is to give center staff extra time daily to complete administrative responsibilities that cannot be done in advance of closing. They surveyed each center and the average number of people in

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	<p>the centers between 4 and 4:30pm are five. Celene and Patty have attended Westminster and South Carroll's site council meetings and have received positive feedback about this change. If approved it wouldn't happen immediately. Celene asked that if any commission members hear any feedback to let her know.</p> <ul style="list-style-type: none"> • Every center has different by-laws, as well as different election times. The Bureau would like to change the by-laws to have elections during the time of year when the centers are most attended, which they have found to be in May. This is being discussed and Celene will update the Commission as changes are made. • The Legal Aid schedule for 2018 is out. Leslie will forward to everyone via email. <p><u>Other Updates, Celene Steckel</u> –</p> <ul style="list-style-type: none"> • The State requires that they complete annual comparisons on data and expenditures for the National Aging Program Information System (NAPIS) that is used in all the Senior & Community Centers. Celene will update the Commission once they receive feedback from the State on this year's report. • Due to the extreme weather conditions, warming centers have been opened on weekends and holidays for those homeless or in unstable housing. Westminster Senior & Community Center is an overflow site for the Cold Weather Shelter that is located next door. If you hear anything about anyone that may be in a situation of homelessness, impending homelessness, or with unstable housing, please notify the senior center manager or Bureau staff so that they may assist in connecting that individual to available services.
<p>Area Reports – COAD Members</p>	<p><u>Diane Martin, Aging in Place</u> – No report. Will schedule a meeting with Bob and Celene soon.</p> <p><u>Carol Wheatley, Westminster</u> – Distributed recently updated AARP Safe Driving booklets from MVA. She will order more to have at the COAD table for the Seniors on the Go Expo.</p> <p><u>Ruth Doxzen, Hampstead</u> – Referred Celene to extra storage space at the North Carroll Senior & Community Center for the Durable Medical Equipment loan closet. Celene agreed and said that was one of the locations they were looking into.</p> <p><u>Art Frotton, Finksburg</u> – Thank you for the Holiday Breakfast last month.</p> <p><u>Larry Burbank, Veterans</u> – Handed out Veteran Services Program brochures to everyone.</p>
<p>Next Meeting Date</p>	<p>The next meeting date is Wednesday, March 14, 2018 at 10:00 am at the Bureau of Aging & Disabilities Library.</p>