Falmouth Council on Aging
January 24, 2019
4:00 p.m.
Falmouth Senior Center

AGENDA

1) Approval of Minutes from November 29, 2018 meeting
2) Director’s Report
3) New Senior Center Update
4) Chairman’s Report
5) Old Business
6) Public Comments

Present: J. Clancy, S. Gallagher, C. Kenney, P. Mello, J. Rebello, S. Ripley, B. Swain, J. Vieira (Chairman), J. Bishop (Director), M. Costello (Recording Secretary). (Penny and Alice from League of Women Voters)

J. Vieira called the meeting to order at 4:05.

APPROVAL OF MINUTES

S. Gallagher moved to accept the November 29 minutes. J. Clancy seconded. Motion passed unanimously.

DIRECTOR’S REPORT

J. Bishop said she would email conflict of interest forms to everyone.

Age Friendly Initiative Update: Distribution of the Healthy Age-Friendly Initiative Survey component and Domain Checklist to each COA Director is complete. Local distribution to be implemented.

➢ COA Competed Activities/Events:
  ▪ Dec 3rd - VNA Info Session and Registration for next session of programs
  ▪ Dec 3rd / Dec 17th - FA Kids to provide Technology Assistance to Seniors
  ▪ Dec 10th - Holiday Party (DJ, Dancing, Gift Swap, Hors d’Oeuvres)
  ▪ Jan 14th - Senior Center and Public Safety Emergency Preparedness Info Session
  ▪ J. Bishop and K. Barrett have been meeting with members of Neighborhood in coordinating a Late Life and End-of Life series starting in January and lasting several months. The series would begin with an overview panel and then proceed to specific sessions on topics such as legal, medical, financial, social/ceremonial, and legacy issues.

➢ COA Upcoming Activities/Events:
  ▪ Fuel Assistance appointments ongoing
  ▪ AARP Tax Assistance ongoing
  ▪ Women’s Chat Group started back up utilizing the skills of our new Social Worker.
  ▪ Jan 28th - Late Life/End of Life Series “Kickoff”. The kickoff session and each of the workshops are completely full with a waitlist of participants.
  ▪ Feb 25th - Late Life/End of Life Series “What’s Your Medical Plan”. We have set up a time in March for people to be able to come in and get assistance with any forms and to ask questions.
J. Bishop asked the board to suggest subjects for future programming. Two are in the planning stages now: preparing people to transition to retirement and a caregiver support group for other than dementia patients.

- Fiscal Year 2020 Operating Budget Update: J. Bishop has submitted an operating budget and met with the Finance Director and Town Manager's office. Next, the budget will go before the finance committee. The new center will be operational for half of the new fiscal year and therefore budget funded according. Staffing requests for the new center include a custodian, program coordinator, and administrative support. The custodian, in addition to cleaning rooms, should be available to assist in setting up rooms for programs and other assistance during operational hours. The new administrative position would be a full time daytime receptionist allowing the part time staff to be available as we expand into evening hours. The Town has proposed to submit a Town Meeting Article to create the position of a Program Coordinator. The funding for the program coordinator is included in the FY20 Operating Budget and funded for six month starting in January 2020, when the building opens. J. Bishop has expressed the current need for a Program Coordinator position with the hopes to have the position filled sooner than recommended. Also, the Town Manager and Finance Director propose to see how the construction of the new building is progressing and will address the other positions at the November Town Meeting. J. Bishop will be meeting with Finance Committee representative to review the Town Manager and Finance Director's recommended budget.

J. Clancy, B. Swain, and S. Ripley thought perhaps the COA Board could send a letter of communication regarding the staffing needs and the new center.

A part time volunteer coordinator position, funded by a grant, will be advertised soon.

Healthy Age Friendly Initiative: Distribution of the Healthy Age-Friendly Initiative Survey component and Domain Checklist to each COA Director is complete. Local distribution to be implemented. J. Bishop is encouraging people of all ages to fill out the survey for this project. B. Swain said surveys are being distributed at the Service Center.

Renaming/rebranding the senior center: Boston recently adopted the name “Age Strong Commission.” Barnstable’s name change is on hold. At our next meeting, we will focus on names, and Peter J ohnson-Straub will attend. Board members are encouraged to do some research and provide input at our next meeting.

NEW SENIOR CENTER UPDATE / CHAIRMAN’S REPORT

J. Vieira reported that construction is off & running. He and J. Bishop meet weekly with the architects, project manager, and Peter J -S. The foundation should be done at the end of next week. J. Vieira is happy with progress so far. The building committee is reviewing any potential change orders keeping changes to a minimum, to save money for furnishings, equipment, and technology.

Brian Switzer is helping to make a video about the construction, to be shown at Town Meeting in April. There may be a second video made at the midpoint, then a final video, a walkthrough of the finished building. The videos will be useful as a marketing and educational tool.

J. Vieira said that framing probably starts in mid February. He also indicated a construction sign will go up soon.
OLD BUSINESS / OTHER BUSINESS
None.

PUBLIC COMMENTS
None.

J. Vieira adjourned the meeting at 5:03 p.m.

Respectfully submitted,

Meg Costello, Recording Secretary