

## COMMISSION ON ELDER AFFAIRS

### Minutes of September 22, 2014

MEMBERS PRESENT: Robin Bahr Casey, Chair; Meg Coffin; Tom Cullinane; Therese Eckstrom; Chris Evans; Matthew Fonseca; Steve Greenberg; Paul Johnson; Gail Schuyler; Steve Smajkiewicz; Elaine Wrubel

MEMBERS ABSENT: Nick Kalstas; Gail Smith; Victor Ortiz; EXCUSED: Ursula Hanus

STAFF PRESENT: Amy Waters, Patty Hainsworth; Yung Phan

The meeting was called to order at 4:00 p.m. Matthew Fonseca was introduced as a new member of the Commission. Steve Greenberg & Nick Kalstas' terms expire Oct. 31<sup>st</sup> and neither is eligible for re-appointment until a year goes by. Elaine Wrubel was congratulated on her reappointment. Also congratulated were three new members to the Senior Center Committee who have been appointed by the City Manager – Gail Schuyler, Theresa Ekstrom and Chris Evans.

The minutes of June 23, 2014 were approved as mailed. m/s/a/

The Senior Center Committee Report from 9/9 was approved as mailed. m/s/a

Amy gave the strategic plan update and introduced Yung Phan who was sitting in for Linda Wincek Moore. She reported: Funding is just as expected and FY 14 books are closed; FY 14 accomplishments were posted; multiple grants were reviewed, including the city-wide Mass Dept. of Public Health grant; Friends has pledged \$25,000 for FY 15; Elder service contracts are being worked on with different agencies; A new Administrative Assistant will soon be hired to work mainly on the ground floor; There are 2 Senior Aides who are working at the front desk and others in different positions; Annual employee performance appraisals are being done; Staff attended various trainings over the summer.; The 4<sup>th</sup> floor has been evaluated for development, and because the cost is over \$1.5 million, the city cannot develop it at this time; Two different entities looked at the old portion of the building over the summer, but no further interest has been shown; The City Manager is working on having the city obtain and renovate the senior center parking lot; An intern developed a two minute marketing video over the summer and will be previewed at the end of the meeting; Some positive Letters to the Editor were printed in the Worcester Telegram over the summer, as well as stories on the recognition given to the QCC Diner staff for their life saving actions; The ADA report action plan was discussed and members were encouraged to fill out the city wide ADA survey online. Robin requested that members also read the Senior Center portion of the consultant's report and send her feedback/rankings regarding the recommendations. In response to a question, Amy responded that a student at DPH has done a report concerning falls reported to 911, and she will provide more information on that. Responding to another question, Amy noted she hasn't had a formal performance appraisal for many years. It was suggested that an appraisal of Amy's performance be conducted by the Commission and it was agreed that this would have to be cleared with the City Manager's Office.

Patty reported on the following: Ongoing air conditioning and plumbing issues this summer.; A rooftop RTU unit was replaced to correct the AC problems and the parking lot was ripped up and pipes replaced to fix the plumbing; Mike Vray built a new raised garden bed on the old bocce court for QCC's "Farm to Table" effort; The Farmers Market came to the Senior Center every Tuesday all summer and will end in

October; There was some tree damage due to the August tornado; The summer concerts were very successful; There were many interns over the summer and there will be more new interns this fall; upcoming programs were previewed and members were encouraged to volunteer for the upcoming Health Fair and other programs if they were available; The multi-cultural pot luck will be held Oct. 17th if anyone is interested in attending and/or volunteering; A request was made to beautify the Vernon St. side of the building now that the shrubs have been cut down.

Yung reported on Outreach activities, evidence based programs, and meetings attended. There was discussion on the various ethnic groups that meet at the senior center. Patty reported that some nursing students are in the process of re-making the Over 50 exercise video.

The next meeting was scheduled for October 27, 2014.

The meeting adjourned and members viewed the marketing video.