

Needham Council on Aging Board Meeting

January 16, 2020

Center at the Heights, 500 Hillside Ave., Needham, MA 02494

Present: Colleen Schaller, Penny Grossman, Dan Goldberg, Sandra Prinn, Sue Mullaney, Helen Gregory, Gary Crossen, Mary Elizabeth Weadock, and Ed Cosgrove

COA: Ms. Latanya Steele, Director, Ms. Jessica Moss, Social Worker.

5:00 Meeting Called to Order by Board Chair Ms. Colleen Schaller.

Ms. Latanya Steele Director's Report

- Ms. Kathleen Grant one of two Shine coordinator gave her notice. The party for her is January 31 from 9 to 11 am. Her position will be filled.
- Another Program Support position has been filled this person is Natalie a former volunteer who is now one of the weekend/evening coordinators at 10 hours per week.
- The Finance Committee will have another meeting on January 28 at 8 pm; as many of the Board as can attend will be helpful. Mr. Tim McDonald, Director of Health and Human Services noted that if you cannot attend email or call the finance committee members and/or the Select Board with your concerns for the budget. Two big items \$25,000.00 in expenses of which \$24,000.00 is for the fitness room; to reflect the \$20,000.00 total coming from the Friends which is a reduction that the Town needs to cover; 19.5 hours a week to support programming and the Compass publication design and another 19.5 hours to support a second van driver. It was noted that CATH programming has grown exponentially but there is no knowledge of the staffing needs required to keep programming on track. It was also noted that the search for grants continues to lessen the burden on tax payers. Mr. McDonald also noted that the handicapped back door/cafe for the CATH will cost at latest estimates \$375,000.00 to \$500,000.00 dollars so that will not be added anytime soon.
- Denise Garlick will be making her annual report to the community on February 3. CATH will have vans from both housing authority residences.

Ms. Jessica Moss, Social Work Report

Ms. Moss updated on the **Municipal Vulnerability Preparedness workshop** which she attended with Ms. Grossman—to focus looking at the changes we may expect in the environment as the climate changes. Six flood maps and discussion of emergency preparedness kits and needs were discussed with 40 people in attendance. It was noted that communication across departments is being emphasized along with evacuation procedures. The group's top priorities were communication through reverse 911 and across the departments, Needham Housing Authority concerns, and companion pet evacuation procedures. By running this workshop the Health and Human Services department will be eligible for future grant funds to further the plan.

Ms. Moss also discussed the Healthy Aging Update

Ms. Schoeff, Mr. McDonald, and the social work staff are applying for grants to make the community both more age friendly and dementia friendly. Another meeting will extend to a second grant proposal. Mr. McDonald noted that Aging is doing a great job but the Planning, Municipal and DPW areas needs to be brought in to discuss things like longer walk lights, wider sidewalks and more sidewalk benches.

Ms. Moss noted that on January 22 she will be making her presentation to Needham Housing Authority residents on the report. This will also be the first Cath on the Go presentation around the theme of positive thinking.

There is also a goal to make sure Census workers get to the Housing Authority residents. CATH will consider on line training sessions targeted for Housing Authority residents.

Ms. Moss is also the new Volunteer Coordinator. There is a general concern about how volunteering works having general rules and a procedure for the few volunteers who overstep or require disciplinary action. Ms. Moss will incorporate the suggestions, incorporate the expectations and discipline and present an updated version for Board review at a future meeting. It was noted the policy is designed to match Health and Human Services where continuity and documentation is emphasized so that the new volunteers have an onboarding standardized process to assure continuity. Ms. Steele also noted that she wants to improve the Volunteer Recognition Luncheon.

Mr. McDonald noted there are two property discussions in the early stages. A developer has approached the planning board for the Avery building at a preliminary stage with a partial fourth floor. This includes some assisted and independent living and possibly separate age restricted apartments and some would be both age and income restricted apartments. It is designed to keep the 10% of affordable housing as the town grows. On January 27th there will be a heights association public meeting at Broadmeadow School at 7 pm to discuss the Muzi property where the family has noted they wish to sell. It will likely come up at spring 2020 town meeting.

Mr. Grably, Transportation Coordinator, was unable to attend but he still wants Board volunteers to ride the loop bus. The loop will continue without charge; and this reflects the Town transportation budget contribution. There was a general discussion of the fee structure agreed upon in October which will be added to the October minutes.

The formal presentation of the Community Health Needs Assessment that Ms. Steele and Ms. Moss and others were heavily involved with preparing will be made at the February Board meeting. This was conducted in the Needham Housing Authority over an eighteen month period. 40% responded to the survey after outreach via various methods including focus groups. The survey is in its final edits. The residents feel disconnected and the Board wishes to hear the results.

The November minutes will be available at the next meeting for review and vote.

Dr. Cosgrove made a motion to adjourn at 5:50. Ms. Gregory seconded the motion. The vote was unanimous. Board adjourned at 5:50 pm.

A reminder that the remaining meeting dates 2020 are February 13, March 12, April 9, May 14, and June 11.

Minutes Respectfully Submitted, Faith Crisley, Recording Secretary