



**City of Westfield**  
**Minutes of the Council On Aging**  
**June 13, 2022**

I. The Meeting was called to order by the Chair, James V. Liptak at 1:00 p.m.

**Board Members Present:** Elizabeth Boucher, Ed Ekmalian, John Greaney, James Liptak. Eileen Rockwal and Barbara Taylor were absent. Also present was Tina Gorman, Executive Director of the Council On Aging.

**II. Approval of Minutes of April 11, 2022 Meeting:**

Upon Motion duly made by Ed Ekmalian and seconded by Judge Greaney, it was VOTED unanimously: To approve the Minutes of the May 9, 2022 Meeting.

**III. Public Participation:**

No public participation.

**IV: Items for Discussion/Information:**

**A. Highland Valley Elder Services (HVES) Report - Jim Liptak**

Mr. Liptak reported on the following from the June HVES Board meeting:

At the HVES meeting, the Board was advised that the organization is in good shape, financially.

There is a Board picnic planned for July 22, 2022 at Look Park in Northampton. Our COA Board of Directors is invited. There is no charge for attendance. If any of our Board members would like to attend, they are asked to contact Jim Liptak in advance. The HVES Board does not meet in July or August.

A CDBG (Community Development Block Grant) in the amount of \$6,000 has been awarded for the HVES meals in Westfield for FY23. Feedback from participants regarding the HVES meal program has generally been favorable. The Food Services Director works quickly to resolve problems and concerns. Participants would like more salads offered, so HVES will increase summer salad options. Kelly Slattery will be presenting a nutrition program in the fall. Mrs. Gorman will contact her regarding taping a segment for the monthly *Westfield Council On Aging Presents* series. The HVES kitchen is now fully staffed. However, they are looking for more drivers for the HDM program. A discussion around the proposed frozen meals ensued. HVES is not offering them, but hopes to in the future. The frozen meals are medically controlled. They are salt-free and will need a physician's note.

HVES Board officer nominations are now open. Mr. Liptak advised that he will not seek an officer position.

## **B. FY23 City Budget**

The Council On Aging budget was presented by Tina Gorman to the Finance Committee and the full City Council on May 24, 2022. Mrs. Gorman provided the same details to the Committee that she had reviewed with the COA Board at the May 9, 2022 meeting. In addition, just prior to the Finance meeting, Mrs. Gorman got the Westfield census numbers that she had requested from the Clerk's office. According to the most recent City census data, there are 9,792 adults 60+ and 7,296 aged 65+. There are 777 adults 85+ in Westfield. These numbers represent a significant increase from the 2010 census figures. During the question and answer period, Councilor Bean asked if evening or weekend programs are planned in the future. Mrs. Gorman advised the Council that there are a number of considerations. Would staffing be on a rotating basis utilizing current staff? If so, union contracts and Personal Service Agreements would have to be adhered to. Or would part-time staff be hired specifically for those off hours? Also what is the end goal? Is it simply to be open or for specific types of programs and/or services? Westfield, as well as other area Senior Center Directors are considering those questions. Those at the meeting voted unanimously to recommend approval of the COA budget. The appropriation of funding for the entire City budget will be voted on by the City Council on Thursday, June 16, 2022.

Mrs. Taylor asked how entertainment is paid for. Mrs. Gorman responded that funding for entertainment is from either the Friends group or the COA revolving gift account. The amounts paid to various entertainers is negotiated by Mrs. Gorman.

## **C. LGBTQ+ Training, Banner**

All COA staff have completed the mandatory EOEA (Executive Office of Elder Affairs) LGBTQ+ training. One Board still has to complete the training. The Companion Program Volunteers have started submitting their training certificates of completion to Joyce Peregrin. To date, Mrs. Gorman has only received positive comments from seniors regarding the Pride banner hanging over the entrance to the Senior Center.

## **D. July Indoor Dining Special Event**

Numbers for the Tuesday/Thursday indoor dining have remained relatively low. Many of the seniors who dined at the Center pre-COVID have passed away, moved into skilled nursing facilities, or moved in with family. In an effort to draw participants to the Center, the staff will hold the first indoor party, complete with entertainment, since before the pandemic. The event is scheduled for Thursday, July 21. Mr. Liptak asked how long the room capacity restrictions will remain in place. Mrs. Gorman has discussed this with Joe Rouse, Director of Public Health. Room capacities can be increased at the COA Director's discretion, but will remain in place in the event that the COVID numbers tick upward in the fall and/or winter. It's easier to adjust the numbers up or down, rather than eliminating them and then reinstating the restrictions.

## **E. 'Friends of the Westfield Senior Center' Updates**

The Annual Meeting of the Friends group was held on June 7, 2022. The Friends Board is focusing on increasing membership during the month of July. Once the second floor renovation is complete, the offices will be furnished with funding from the Friends group. The group's summer fundraiser is a 50/50 raffle during the month of June. Recently, the Friends group purchased new dishes for the meal program and two utility carts for the Senior Center.

V. **Items for Action: NONE**

VI. **Director's Report**

**Review of Programs**

- *June 'Westfield Council On Aging Presents' Series*
  - Session Title: **Elder Law Education**
  - Guest: **Attorney Mary Paier Powers**
  - Topics covered: Powers of Attorney; Health Care Proxy and Agent; Probates; Wills; Life Estates; Personal Representative; Reverse Mortgages
  - Aired Tuesdays at 2:45 and Thursdays at 2:50 throughout the month of June
  
- *June Performance*
  - Shown on cable Channel 15 on Wednesday afternoons and Saturday evenings throughout the month of June
  - Entertainment: *Rock Duo* (Part of the Studio 120 Session series)
    - Our own Harry Rock (Friends Board member and host of *Westfield Council On Aging Presents*) with John Severance
  
- *Mother's Day Parade of Hats Curbside Luncheon*
  - Turkey dinner with strawberry shortcake for dessert
  - 120 Participants
  - Nice photo spread in The Westfield News
  
- *Two-Part 'Downsizing In Place' workshop series*
  - Approximately 12 participants
    - A carefully planned approach to sorting through years of treasures prior to an actual move or crisis
  - Less enthusiastic and participatory group than in past years

**Upcoming Programs**

- *Summer Sizzle and Float Party*
  - First indoor party with entertainment since pre-COVID
  - Thursday, July 21; Entertainment 11 to 12; Lunch served at noon
  - Root beer floats for dessert
  - Will cap at (approximately) 64

- *Legislative Office Hours*
  - Representative Kelly Pease: Must cancel June 20 office hours because the Mayor is closing City Hall in recognition of Juneteenth
  - Senator John Velis: Fourth Monday of the month from 12:30 to 1:30 p.m.
    - Monday, June 27
    - Photo with ARPA check in second floor storage room
  
- *July 'Westfield Council On Aging Presents' Series*
  - *Friends for Life*
  - Presenters from the Friends of the Westfield Senior Center, Inc.
    - Kathy Millas, Treasurer, Clerk
    - Tina Gorman, COA Director
  - Goal is to educate the public about the history, mission, and goals of the Friends group
  
- *July WCPC Performance*
  - Shown on cable Channel 15 on Wednesday afternoons and Saturday evenings throughout the month of July
  - Entertainment: *Knightsmen Band*
    - Replay of the 2020 July 4<sup>th</sup> two-hour studio performance

**Miscellaneous**

- Wellness Nurse, Evelyn Bristol will begin holding monthly blood pressure screening clinics at General Shepard Apartments
- Will quickly look to expand to East Mountain View Apartments and McGinn Apartments
- Looking to add fitness classes on Monday and Wednesday mornings

**VII:** The Chair reminded the Board that our next meeting is to be held on Monday, July 11, 2022 at 1:00 p.m. at the Westfield Senior Center.

**VIII.** There being no further business to come before the Board, upon Motion duly made by Barbara Taylor and seconded by Ed Ekmalian it was unanimously VOTED to adjourn the meeting at 1:44 p.m.

**List of Exhibits:**

- Director's Report

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Elizabeth Boucher, Secretary