

City of Westfield
Council On Aging
Monthly Meeting
October 11, 2018

City Hall, Room 201

59 Court Street, Westfield, Massachusetts



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

The following Board Members were present: Cynthia Lee Andersen, Elizabeth Boucher, KerryAnn Kielbasa, James V. Liptak, Eileen Rockwal, and Barbara Taylor. Also present were our Executive Director, Tina Gorman and our liaison to the City Council, Councilor Ralph Figy.

II. **Approval of minutes of the September 13, 2018 meeting:**

Upon Motion duly made by Elizabeth Boucher and seconded by KerryAnn Kielbasa it was unanimously:

VOTED: To approve the minutes of the September 13, 2018 minutes with corrections.

III. **Public Participation:** There was no public participation.

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

A. **Highland Valley Elder Services (HVES) Report:** 1. Mr. Liptak reported that HVES the Annual Meeting held October 4, 2018 at Hadley Farms Meeting House entitled the Keys to Aging Well Expo was a success. There was a brief 15-minute Board meeting, mostly to recognize people for their work. The Expo had 20 vendors. Most of the people attending were employees of HVES. Ms. Gorman asked if Mr. Liptak saw Fran Aguda there. He replied that he did get a chance to speak with her at the event. Mr. Liptak felt it was a valuable experience to meet the HVES vendors. The homecare vendors explained that they are sometimes put in difficult situations when a client refuses to let the vendor in. 2. Nutrition Committee: they

served 524 meals per day last month. Mr. Liptak commented that it was good to meet the chef at the Annual Meeting.

B. Executive Office of Elder Affairs, Annual Report: Ms. Gorman distributed to the Board members a copy of the FY 2018 Annual Report to EOE and her letter forwarding a copy to Mayor Sullivan, copies attached. Ms. Gorman explained that preparing the Annual Report is time consuming but provides valuable information that she then uses throughout the year. She noted that we had large increase in volunteer hours. Ms. Gorman pointed out the in-kind donations number of \$69,031. At the old Senior Center, the number was previously around \$70,000 which was mostly comprised of the value of the rent for the facility. Now the figure reflects true donations. The presenters that give speeches and programs without charge are also included in the in-kind donation number. Our Unduplicated Elders figure of 3076 is down a bit from the previous year. Ms. Gorman feels that the novelty of the new Senior Center has worn off so now the figure is reflecting those people who come on a regular basis. Ms. Kielbasa commented that at 34.2% we have a high percentage of men attending the Senior Center and that is awesome. Ms. Gorman commented that she has tried to keep the men attending the Senior Center by providing good programming. Ms. Boucher added that a lot of couples come to the Senior Center now. The women come and then talk their husbands into coming too. Ms. Gorman pointed out that her narrative report reflected wellness and safety as the main focus this year. She also noted the VA Town Hall held at the Senior Center. Julie Barnes the new Director of Veteran's Services is a terrific team player. She introduces herself to the Seniors at the Center. The previous Director retired in July 2018. In answer to a question regarding fuel assistance under "Services Provided", Ms. Gorman explained that Karen Noblit assists anyone getting fuel assistance, not just seniors. In reviewing the durable medical equipment, Ms. Gorman mentioned that Carol Shannon would love to see a tracking system for the equipment. Regarding the Volunteer Resource Sheet, Ms. Gorman confirmed that the names of all the volunteers and the hours that they work are tracked. In addition to the Mayor, Ms. Gorman provided copies of the Annual Report to all the of City Councilors.

C. COA Staffing Changes and New Hires: Ms. Gorman announced that George Sfakios is our new Kitchen Assistant. He owned his own restaurant at one time. Everyone loves him. He has worked with Joann Spear our Kitchen Manager before. Sandra Fisher our former Kitchen Assistant is now a greeter

and is doing really well. She is so enthusiastic, open to feedback and willing to ask questions. Tina St. John, our morning greeter took over the Program Associate position but has now resigned. She will stay until the end of October. We need to hire a Clerk for a 17.5-hour position. Interviews will be held on Monday. This person will handle intake phone calls Monday through Friday from 8:30 am to noon. They have a strong applicant for Companion Coordinator. They want to have the new person to start while Fran Aguda is still here to help with training. Our new Building Maintenance Craftsman is Alex Hibert. Bryan Forrette has been arranging for training for him. Mr. Forrette was able to get the manufacturers of our equipment to come in to provide training. Ms. Gorman commented that it is so nice to have someone there to take care of setting up and taking down. Our new Outreach Coordinator position will be posted. It is a 35 hours per week position. There have been a lot of changes and it is a lot for the staff to process.

D. Update: Senior Safety Office: Ms. Gorman reported that the door is on and as of yesterday, it now has a lock. Carol Shannon has ordered shelving for informational handouts. The doorway needs to be stained. Bryan Forrette explained that the person doing the staining will charge for a minimum of a half day so they went through the building to see what else should be touched up. November 2, 2018 is the ribbon cutting ceremony at 9 a.m. The Mayor will attend, and the City Councilors have been invited. Peoples Bank had sponsored the Gift Shop, so they will be invited to the ceremony as well. Ms. Gorman reported that the bank was great regarding the change of purpose of the room. They said the money donated had no strings attached. Councilor Figy suggested that perhaps the Westfield Technical Academy could help with refreshments for the ceremony.

V. Items For Action: None

VI. Our Executive Director, Tina Gorman, then presented the Director's Report, copy attached:

Review of Programs:

Senior Citizen Property Tax Work-Off Program: Fifty-three applications were requested, there were 9 withdrawals and 11 did not respond. We have 33 participants which includes 5 new ones. We had funding for 40. We have less participants than last year.

Senior Theater: This a grant-funded program through the Westfield Cultural Arts Council with additional funding from the Friends Group. There are 15 participants including 1 seeing eye dog. Steve Henderson is estatic about the participation. Even Yoshi the seeing eye dog has a costume. The performances are Friday, October 29, 2018 at 6 p.m. and Sunday, october 21, 2018 at 2 p.m. The tickets are free but they do need to keep track of how many people are attending.

Movement Improvement Exercise Classes: A no-cost fitness program is being conducted by students in WSU Movement Science program under the supervision of Dr. Melissa Roti. There are 20 students and 20 seniors taking part in the class. The first class was last week, and it was challenging for the students. Dr. Roti is trying to get the students to "do, don't explain". The seniors thought the class was great. Next class is October 17, 2018.

Sarah the Fiddler Concert: The concert was a fundraiser for the Friends Group and was held Sunday, September 23, 2018 at 2 p.m. at the Senior Center. It was sponsored by the Westfield Kiwanis; they helped out and they were wonderful. It was a big crowd. Each participant went home with an ice cream sundae plus there was a silent auction and a 50/50 drawing. The concert was a success in every way with the Friends Group raising \$1,100 and Sarah did a great job.

Flu shots: the Westfield Department of Health held a flu clinic at the Senior Center on Tuesday, October 2, 2018 and Wednesday, October 3, 2018. All appointments were filled. It went really well. One person claimed she didn't know when it was happening. Ms. Gorman reminds people that our newsletter The Voice of Experience is available for free online and lists all our activities.

Driver's License and ID Presentation: Patrick Berry had a front-page story in the Westfield News about the event. It was held at the Senior Center on Wednesday, October 10, 2018 at 1:30 p.m at the Senior Center and then again at 4 p.m. at the Athenaeum. Michele Ellicks of the DOT explained Standard ID and Real ID. The Senior Center had well over 100 people at our presentation. It was a 1-hour presentation and then the presenter took some questions. It was really informative. Ms. Gorman hangs onto the mike when people ask questions, so she can keep the presentation moving. One attendee was upset at the documents people will be required to provide. Ms. Ellicks tried

to explain to him that this is a federal program so the DOT has no choice in the matter.

Upcoming Programs:

"Run Stanley" Senior Stroll Team: This is a fundraiser for Stanley Park that is being held at the Park on Sunday, October 14, 2018 at 11:15 a.m. The Senior Stroll is a one-mile untimed route on a flat surface. The registration fee is \$15.

Senior Safety Luncheon: The luncheon is Wednesday, October 17, 2018 with the presentation from 11 a.m. to noon. The tickets are \$3 and must be purchased in advance. The presenter is Milagros Johnson from the Mayor's Office of Consumer Affairs in Springfield, this is a regional position. The topic is Senior Patrol: Avoiding Identity Theft, Scams, and Fraud. Sixty-four tickets have been sold to date.

Ballot Question #1: Tuesday, October 23, 2018 during lunch Michele Urban of Baystate Noble Hospital will be making a brief presentation and on Tuesday, October 30, 2018 during lunch Diane Jenson-Oleszewski of the Nurses' Association will be making a brief presentation of the opposing view. Both presenters have been instructed that no written materials are to be distributed. Ms. Gorman reminded us that it was the EOEA who advised us to avoid written material.

Crazy Costumes Halloween Luncheon: Tickets will go on sale on October 16, 2018 for the Wednesday, October 31, 2018 Halloween Luncheon. Entertainment will be provided by Center Stage.

Senior Safety Office Ribbon-Cutting: The ribbon cutting ceremony will be held Friday, November 2, 2018 at 9 a.m. followed by an Open House from 9 to 10:30 a.m.

Open Enrollment Outreach Team: On Thursday, November 8, 2018 from 10 a.m. to 2 p.m. the Pharmacy Outreach Program (formerly known as Mass Medicine) and students from the Massachusetts College of Pharmacy & Health Services will be assisting with Medicare Open Enrollment appointments at the Senior Center. They will need access to computers.

Grandparents Raising Grandchildren Workshop: A team from Boston will be coordinating this workshop entitled "How Trauma Impacts Children" on Tuesday, November 13 from 5:30 to 8 p.m. The presenter is Deidre Hussey from Baystate Health.

VII. The Chair reminded us that our next meeting will be held on Monday, November 19, 2018, at 1:00 p.m. at City Hall in Room 201. This is one week later than usual due to Veteran's Day.

VIII. There being no further business to come before the Board, upon Motion duly made by Elizabeth Boucher and seconded by Cynthia Lee Andersen, it was unanimously

VOTED: to adjourn at 1:50 p.m.

A true record.

List of Exhibits:

- a. Agenda
- b. FY 2018 Annual Report to EOE
- c. Letter to the Mayor forwarding copy of Annual Report
- d. Director's Report

Cynthia Lee Andersen-Secretary