



Clark County Commission on Aging  
1300 Franklin Street, 6<sup>th</sup> Floor  
Vancouver, Washington

## Meeting Notes

Tuesday, December 18, 2012, 4:30 – 6:00 PM

Members Present: Bob Holdridge, Chuck Frayer, Gary Beagle, Karin Woll, Kathy McLaughlin, Kiersten Ware, Lisa Rasmussen, Patti Gray, Randy Scheel

Community Partner Attendees: Klaus Micheel

Staff: Colete Anderson, Bill Barron, Jacqui Kamp, Oliver Orjiako, Mary Beth O'Donnell

### Welcome and Call to Order

- Agenda: Speaker Gail Haskett from Governor's State Council on Aging cannot attend today so will be rescheduled for January.
- Meeting minutes from November 20 were unanimously approved by the commission.
- Chairperson's report:
  - Open house for Commissioner Boldt will be December 19 in the hearing room. Kiersten and Lisa plan to attend, all are invited.
  - Reminder of the "post-it" calendar on the wall to add items of interest for the group. Contact Jacqui with updates too.

### Work Committee Reports

- Benchmark: Continue to discuss different types of data sources and developed a matrix for collecting those; matrix organized by work committees to identify priorities and pinpoint stats for measuring progress in each area. Challenge is to find data specific to Clark County and finding experts with knowledge and skills to bring that to the table.
- Transportation: No report.
- Engagement: Working on time banking program, gathering information about what other communities are doing in that area. Volunteer week in April. Hoping to have a stakeholder group convened to talk about volunteerism in the county that week. Currently looking for a venue.
- Housing: Meeting on shared housing was a success. Discovered there has been a task force in the county for some time but is currently inactive. Bob would like the housing committee to get it started up again. Group from Portland that attended the meeting has a website that we may be able to piggyback with, matches would-be renters with those seeking renters. This could be a major opportunity over the next 5 – 10 years when baby boomers are looking for cheaper housing and need shared housing, or seniors with large houses that have rooms to rent.

- Next meeting will discuss assignments for members and possible need for additional members.
- Healthy Communities work plan includes items on weatherization which is also a major objective of the Housing work plan. Housing may have to back off and let H.C. move ahead. Housing's interest in weatherization is more about funding which is several months down the line.
- Communication: Members bring wealth of knowledge about how their agencies handle communication, i.e. websites and social media. Have started compiling a resource directory. Speaker's Bureau is being fine tuned and will start in the next year to train people on public presentations. Key is the electronic part, how to get information out to the community, make it easy to request a speaker via the website, learn about all the committees and what they do, etc. Will probably start in June to talk to other committees for input on what message they want to go out to the public about their objectives. Also, Communication committee members can be called on to speak at other committee meetings for practice and to gather feedback. Lisa will stay in contact, tentatively shoot for March.
  - Meeting schedule change from monthly to bi-monthly, the last Thursday of the month, from 3:30 – 5:00pm at the main library. Hopeful Facebook page will be approved in January.
- Healthy Communities: Last meeting focused on the complete neighborhood (healthy foods, parks and recreation, trails, pedestrian walkways, transportation, housing, third places). County GIS department provided maps of the targeted neighborhoods (Burton Ridge, Marrion, Forest Ridge) that identified these topic locations. These neighborhoods were chosen because they contain homes built in 1950's, mostly single story and have a large population of 60+. With the weatherization program soon to kick off (January 16, 5:00pm, open house partnering with CPU), it provides the opportunity to focus on this specific census tract and create dialog and interest about what the COA is all about. This area can serve as a living layout for many things the commission hopes to accomplish. Looking at the homes and age group of the people, they will be need what the housing and transportation committees are talking about, generally what all committees are looking at. It's the perfect area to work on. A second open house is being planned in April to continue community outreach in that area. SWAAD will be there and would like to have a COA information table as well.
  - **Action item: get GIS maps put on ftp site (Jacqui)**
- Supportive Services: Held the first meeting. Randy was pleased with the show of attendees including an attorney, city program manager, health care professionals, and Dave Kelley from SWAAD. Randy plans to meet with Dave this week to discuss a public forum on tele-health. Lots of work, complicated issue, but will continue to assess and develop a plan that can be modified as time goes on. Currently figuring out who needs to be at the table. Would like to get representatives from local hospitals such as OHSU and Legacy involved, also Intel. May start by looking at the website of American Association of Tele-Medicine and their sponsors and let them know what we're doing in Clark County. Will work on lining up major players for the public forum.

### Open Issues:

- Business cards were distributed to all commission members.
- County Administrator, Bill Barron, asked the BOCC for a budget for this commission. For 2013–2014, \$7,000 has been approved, or \$3,500 per year.
- Mission, Vision & Guiding Principles: After group discussion and some text revisions, a motion to approve the final document was seconded and approved by all.
- Under Policy and Procedures, 1.0 Letters of Support, it was agreed that it is a working document that can be revised as time goes on. A motion to accept the document as presented was seconded and approved by all.
  - Discussion about standardizing presentations and letters from commission members to the public. There will be direction given to members so there is a uniform presentation going out and it's not up to the individual to create what is said. The Communication Work Committee will draft a presentation for the different committees and those members will have the chance to critique that and hone it to suit their need. **Action item: For next month's agenda, draft policy for presentations for all to approve. (Lisa, Jacqui, Kiersten, Colete).**

### New Business:

- COA agenda change-up: New item added to agenda for future meetings, "Presentation". Allows work committees to come forward and make presentations to the COA and the public. Goal is for the Work Committee Reports agenda item to be short and sweet, hit high points. Committees will take turns during Presentation time and be more in depth on projects and progress. Works as an educational tool so everyone stays informed on the topics of various committees and can speak to that when out in the community.
- Engagement work plan: Time bank program deadline moved to 2014 and Senior Internship program completion moved to 2015. Kathy explained the concept of time banking. What they're working on is not just senior to senior sharing services, but any age group.
- Lisa motioned to approve three work plans, Healthy Communities, Community Engagement and Communication with the changes stated by Kathy to the Engagement work plan. Gary seconded the motion and all approved.

### Public Comment:

- None.

Since some audience members left the meeting before the public comment portion, a suggestion was made for future meetings to make announcement at the beginning to those having to leave early that there will be a comment box and paper in the back of the room to drop off questions or leave contact information so they can be reached afterwards.

**Action item: Create comment forms and comment box and bring to future meetings. Put an asterisk next to agenda item "Welcome" as a reminder for Kiersten to make the announcement.**

Reminder to members to use microphones when speaking in order to be heard by all in the room. Meeting adjourned at 5:55 PM.