



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Council on Aging Minutes 11/20/2003

ARLINGTON COUNCIL ON AGING
 27 Maple Street
 Arlington, MA 02476-4909
 781-316-3400

Mara Klein, Chair
 Dorothy Nicholas Vice-Chair
 Town of Arlington
 Chapski, Secretary

Shirley

Regular Meeting of the Council on Aging
 November 20, 2003
 MINUTES

Place and Time of Meeting: Arlington Senior Center, 27 Maple St., Arlington,
 7:30 p.m.

Members Present: Mara Klein, Harry McCabe, Sheri Baron, Dorothy Nicholas,
 Lynne Larkin (joined the meeting at 8:30), and Shirley Chapski.

Absent: Mildred Hurd and Elizabeth McGaffigan

Others Present: Patsy Kraemer, Director, Human Services, Town of Arlington;
 John Jope, COA Executive Director; Charles Schwab, President ASA; and Erica
 Werfel, student intern social worker

Quorum Identification/Call to Order: Mara Klein, Chair, presided and called
 the meeting to order at 7:30 p.m. Shirley Chapski kept the minutes. A quorum
 of 5 was present.

Mara said she received Mary Dodge's resignation from the Board.

Minutes of the October 21, 2003 Meeting: Shirley moved to receive the
 minutes of the October 21, 2003 meeting; Harry seconded; all in favor. Sheri
 pointed out that her name was printed throughout as "Shari;" correction will be made.
 Harry moved to approve the minutes, Shirley seconded, all in favor.

Citizens' Open Forum: Erica Werfel introduced herself: she is a social work
 intern with the COA working with Lourie August and will be here through the
 spring semester.

REPORTS: Patsy Kraemer spoke of a nonprofit corporation that is being formed
 that will benefit Human Services. She gave a history of the Symmes Hospital
 Fund which is money left over from the sale of the Symmes Hospital to Leahy.
 This was money that was generated by work that Symmes did but it was money that
 came in after the sale. Patsy submitted a proposal to the fund's committee
 last spring asking for \$100,000. She heard back that, according to the court
 decree, only 501-3C corporations can be vendors—not a municipal agency. A decision
 was made to form a nonprofit corporation, Arlington Health and Human Services
 Charitable Corporation, to try to access these funds as well as other monies
 that are sometimes available but can only be granted to a nonprofit

organization. Patsy will keep us informed on the corporation's development.

Patsy next spoke on the budget process—it is hoped we will be level funded by the state. First round of budget due Nov 21. She is asking that the COA/BOH secretary/clerk's hours be restored to full time. She meets with the Finance Cte in Jan.

Patsy has interviewed two persons who are interested in serving on the COA board and has sent a memo to Nancy Galkowski giving her an overview.

Patsy then departed the meeting.

Executive Director's Report

•Flu Clinic: The flu clinic held by the Board of Health and the COA on October 30 went well. With the help of volunteers who directed the flow of people, 600 shots were administered in two hours. A voluntary donation box was set out and \$29.85 was collected which will go into the flu shot account for future clinics. Charles Schwab felt that the parking situation needs improvement. Mara suggested greater use of the COA van service.

•Student Programs: The COA, in addition to Erica Werfel, social work intern, has acquired Harvard Divinity student, Seth Dickson, a first year student pursuing a master's degree in theology, who will be here through the spring and will be under John's supervision. Terri Susi, who supervises the student nursing program, presently has seven students who will complete their assignment shortly. Another group from the UMA nursing program is due in February.

•EOEA FY 2004 Revised Application Form: In accordance with Mary Dodge's request, John furnished the board with copies of the the application form, "Attachment "A". COA Formula Grant application--Revised" signed by her, John Jope and Nancy Galkowski on 9/15/03. Also, John gave a brief description of the differences in the allocation of Formula Grant funds in the FY 03 and 04 budgets.

ASA Representative to the COA: Charles Schwab, President ASA, spoke on working on a budget for the ASA and computerizing the ASA accounts. ASA's Christmas party will be held on December 13.

Sevoyan Bequest Committee: Harry reported that the committee met on November 11, 2003 but did not have a quorum. However, discussion of the Sevoyan Dental Subsidy Program took place and it was agreed in principle to recommend continuation of the program with some minor differences, one of which was that the remaining funds approved for 2003 be retained in the program and utilized, and that we would recommend an additional \$10,000 for the new year starting Jan 1, subject to receipt of a written proposal from John and Teri, and the December report on the trust fund. Dottie recalled that at a prior committee meeting it was suggested that the Sevoyan Committee might consider helping with the cost of eyeglasses and hearing aids. Harry requested that John and his staff look into the possibility of extending the concept of the dental program to other needs, such as eyeglasses and hearing aids. John agreed to look into the matter and prepare a proposal for the committee's consideration.

UNFINISHED BUSINESS

•Sevoyan Dental Subsidy Pilot Program: John gave a recap of Terri Susi's presentation of last month saying that out of the \$10,000 approved for the pilot program, \$8,858 was spent. What is being recommended to the board is the continuation of the program as a regular program--not as a pilot program, the period of activity to be Jan 1 to Dec 31, and the same level of funding as last year, namely, \$10,000. Further, the COA is requesting a stipend of \$100 per quarter for an evaluating dentist to perform dental screenings.

After discussion, Harry moved that the council approve the continuation of the dental subsidy program for the calendar year 2004 with an appropriation of \$10,000 from the Sevoyan Trust Fund (subject to its being there on Dec 31, 2003) and that the balance of \$1342 from this year's program be retained in the program, for a total of \$11,342; and further moved that the stipend of \$400

for an evaluating dentist be approved, said amount to be included in the \$11,342 and also moved to approve the removal of the the words, "Pilot" and "Subsidy," from the title of the program and establish a new program, entitled Sevoyan Dental Care Program.. Sheri seconded the motion; all voted in favor. Harry thanked John and Teri Susi for a great job in getting the program up and running during the past year. Lynne will draft a letter thanking Teri for a job well done. John thanked Sheri for the article she is writing for The Advocate in regard to the program.

- Job Description for COA Board Members: Lynne prepared a draft of the board member job description and suggested that if anyone had suggestions concerning it to get them to John. Discussion tabled until the January meeting.

- COA Representative to Minutemen Senior Services: Mara distributed copies of the Minuteman Senior Services Mission Statement of the Board of Members which describes the role of Minuteman Senior Services board members, and said that she, Dottie and John met last week and talked about putting a notice about the vacancy in The Advocate and maybe on the website. Harry asked if the vacant board member and liaison positions could be filled by the same person. If so, he has a possible candidate.

NEW BUSINESS

- Holiday Breakfast Meeting with the COA staff will be held on Wednesday December 17 at 8:30.

- Next Meeting of the COA: Shirley moved to cancel the December 18, 2003 COA regular meeting; Dottie seconded, all in favor. The next meeting will be January 15, 2004.

- Proposal for a Joint ASA/COA Fund Raising Committee: No action has been taken.

- TRIAD: Dottie explained the TRIAD program as a collaborative effort between the COA, local law enforcement and the state law enforcement (sheriff's department). It has been successful in other communities. Dottie will talk to Lt. John Serson, Arl. Police Dept., and will report to the board.

There being no further business to come before the meeting, Lynne moved to adjourn, Shirley seconded; all in favor.

Adjourned at 9:00 p.m.

Shirley Chapski,
Secretary