



MEETING MINUTES
Commission on Aging
Thursday, October 4, 2018 at ~7pm
Levy Senior Center, 300 Dodge Avenue

Members Present: Alan Factor, William Green, Bonnie Lockhart, Mark Payares, Rick Gergerian, Marcia Achenbach, Tom Giller, Catherine O'Brien, Litrea Hunter, Jeanie Ramsey, and Louise Love

Members Absent: Dave Sutor and Frank Fennell

Staff Present: Audrey Thompson, Regional Ombudsman/Program Manager; Callie Sadler, Ombudsman Assistant

Guests: None

Presiding Member: Mary Signatur, Chair

DECLARATION OF QUORUM

With a quorum present, Chair Signatur called the meeting to order at 7:00pm.

APPROVAL OF MEETING MINUTES of September 6, 2018

The COA minutes from September 6, 2018 were approved as written.

INTRODUCTION OF NEW MEMBERS

Ms. Litrea Hunter and Ms. Jeanie Ramsey were warmly welcomed to the Commission and provided brief introductions. In addition to introductions made in-person at today's meeting, new members will be emailed the biographical sketches previously collected for each Commission member.

COMMITTEE REPORTS

Long-Term Care Committee (LTCC)

LTCC Chair Love provided an overview of the Long-Term Care Committee meeting on September 12th, 2018.

1. Planning continues for the 2018 Fall Presentation, scheduled for Thursday, October 11th from 1-3pm. The Committee voted not to meet during the month of October, as the meeting would have occurred the morning prior to the Presentation. The Committee will meet as regularly scheduled on November 14th.
 - a. Commission members who plan to attend the Presentation were encouraged to volunteer for the event. A sign-up sheet was circulated, and Ms. Thompson will contact volunteers with task assignments.

RELEVANT COMMITTEE REPORTS

Age-Friendly Evanston (AFE) Task Force

1. Mr. Factor noted that the Task Force did not meet due to a lack of quorum.
2. Updates regarding the Age-Friendly Business Initiative will be included under Unfinished Business.

Age-Friendly Evanston (AFE) Task Force: Dementia-Friendly Committee

1. Mr. Factor met with Ms. Lisa Robinson, Operations Manager at Erie Health regarding ongoing efforts to recruit individuals from the Hispanic community to participate in focus groups for both care partners and individuals with dementia.
 - a. Ms. Robinson and the bilingual staff at Erie Health are excited to get involved and provided feedback regarding ways to increase involvement.
 - b. Ms. Thompson noted that she also spoke with Ms. Alicia Valadez at Fleetwood-Jourdain about improving recruitment within the Hispanic population; suggestions included ensuring all written materials were made available in Spanish and having a Spanish-speaking individual present verbal information.
 - i. Other considerations include cultural differences within the Hispanic community: if older adults develop dementia, their families tend to rally around them to provide care; however, the older adult might also begin to spend more time in the home which becomes a barrier to engagement.
 - ii. Ms. Valadez also suggested meeting individuals where they already congregate, such as places of worship, care/health centers, or even their homes. Written documents, including flyers, should also mention that disclosure of immigration status will not be a requirement for participation.
 - c. Mr. Factor affirmed that Dementia-Friendly is having their flyers translated to Spanish.
 - d. There is a Hispanic Heritage Month celebration scheduled for later this month, which will likely provide an additional opportunity to recruit participants for the focus groups.

CHAIR REPORT

1. Chair Signatur directed attendees to review the list of upcoming events at the bottom of this evening's agenda.
 - a. Interested parties are encouraged to join the Commission's workplan development team, which is scheduled to meet on October 18th at 7pm. The COA workplan is developed every two years and outlines the duties and responsibilities of Commission members, while establishing guidelines for how to achieve these expectations.
2. Attendees were reminded that the Commission will meet on the *second* Thursday of November, which is November 8th, at the customary time and location.

VICE CHAIR REPORT

No Vice Chair report this month.

STAFF REPORT

LTC Ombudsman Ms. Thompson discussed the following:

1. There has been some interest in organizing a Family Council at a long-term care facility in Evanston (Symphony), which would be the only such Council in Evanston.
2. Ms. Callie Sadler provided an update on activities by the Illinois Department of Public Health (IDPH) since the Commission's last meeting:
 - a. IDPH visited Westminster/Presbyterian Homes for the site's annual health survey and a complaint on August 31st, which yielded a tag (citation) regarding the facility's failure to perform a comprehensive assessment to determine injuries after a fall.
 - b. A Life Safety survey also took place on September 4th.
 - i. Building 1 received 10 tags which was the same number as last year's Life Safety survey; six of those tags were citations for the same issues identified in 2017's survey. The second building received seven tags compared to five received last year. Of note, two of the seven tags in Building 2 were for issues also identified in Building 1 this year, and an additional four tags were for the same issues noted for Building 1 in *both* 2018 and 2017 surveys.
3. Ms. Thompson updated attendees on The Mather's new call light system, which had only recently been installed as of September's meeting.
 - a. The new system utilizes four categories of calls, none of which immediately produce an auditory cue (such as a "ding" or buzzing sound). This makes for a calmer, more peaceful living environment.
 - b. When the indicator is triggered, a call is placed to one of five cell phone-like devices monitored by staff who answer the call and determine what is needed. If these calls are not answered within ten minutes, an auditory cue is generated.
 - c. For some types of calls, the indicator must be turned off within the resident's room. Any call originating from a resident's bathroom *must* be turned off from inside the room and not remotely.
 - d. Response times for the calls are recorded so administration can monitor which staff members are responding most promptly. The average response time is currently seven minutes.
 - e. Ms. Thompson noted that both residents and staff appear to be enjoying the new program, but it costs approximately \$300,000.

UNFINISHED BUSINESS

1. A slate of candidates for Commission officers was collected since September's meeting; attendees were given the opportunity to review the nominees and make additional nominations. Chair Signatur thanked the nominating Committee for their efforts in selecting candidates for the new Chair and Vice Chair.

2. Ms. Thompson mentioned that the City gathered additional information from each department regarding social services provided to the community. Overall, it was clear that the City provides many services; however, there is a lack of data regarding specific demographics of those who are receiving services which could be helpful in determining whether the City is providing adequate assistance to a wide range of community members.
3. Ms. Thompson recently attended a meeting in which the construction of two new buildings was discussed. Both buildings promise to include assisted living opportunities, with one occupying the site of the former King Home.
4. The farmer's market's Not-For-Profit Day occurred on Saturday, September 8th. Those who attended agreed that it was well-attended and the table, while not ideally situated on-site, garnered a good amount of interest from attendees.
5. Ms. Thompson provided updates on the Age-Friendly Business Initiative (AFBI).
 - a. The invitation to businesses, website, and Wufoo checklist went live on Tuesday, October 2nd. Business leaders within the community, who participated in a meeting with the AFBI team in January to discuss the project's direction, each received an email as well so they could include information in an email blast to their businesses.
 - b. One training for volunteers already occurred; a second one has been scheduled for Saturday, October 20th at 10am. At these trainings, volunteers receive information on the AFBI project as well as volunteer opportunities including serving as consultants to businesses regarding how to make their businesses more age-friendly and/or acting as secret shoppers to verify age-friendly status.
 - c. Ms. Thompson noted that Evanston Township High School (ETHS) students plan to work with the City to develop an app that helps users locate accessible parking. Additionally, businesses working toward achieving Age-Friendly Business status will be able to work with students to update their websites to make them more accessible to older adults, as this is one of the items on the AFBI checklist.
6. Last month's discussion of developing additional committees for the Commission (similar to the Long-Term Care Committee) was tabled due to the City's plan to realign City Boards, Commissions, and Committees (see New Business).
7. Participants conferred about the City's police chief selection process.
 - a. During the last meeting, it was suggested that the Commission become involved in this process to ensure the needs and interests of older adults would be taken into consideration.
 - b. Members agreed that a letter from the Commission outlining potential areas of interest for older adults would suffice; there will be another opportunity for community members to provide input to the selection committee at a meeting later this month, and COA attendees were encouraged to participate. Ms. Thompson noted that the Ombudsman office has historically enjoyed a close working relationship with all levels of the police department, and will likely have the opportunity to meet with the new Chief once he or she is hired.
8. The Illinois Pioneer Coalition hosted a continuing education event on September 26th on the subject of staff recruitment and retention. This event discussed best practices as well as the notable shortage of direct care staff such as nurses and

CNAs. Commission members who attended the event provided feedback and thoughts on the presentation.

NEW BUSINESS

1. A motion to elect Mr. Alan Factor as new Commission Chair and Ms. Louise Love as Vice Chair once current Chair Signatur's term ends was seconded and unanimously approved with a voice vote.
2. As referenced under Old Business, the City has proposed to realign 17 different Boards, Commissions, and Committees in an attempt to better address the STAR metrics and provide transparency on urban and municipal metrics.
 - a. Under this proposed realignment, the Commission on Aging would be combined with the Arts Council and Parks and Recreation Board (recreation portion) to form the Arts & Recreation Board. Discussion ensued regarding the appropriateness of the Commission's involvement in this particular realm instead of the Equity & Empowerment Commission. Additionally, there were many questions regarding the details of appointment and membership, staff involvement, officers and election processes, scheduling, etc.
 - b. It was agreed that the Commission would generate a letter expressing concerns to City Manager Bobkiewicz as well as to each member's respective Aldermen.

COMMUNICATIONS

1. Members were given a copy of an email from Ms. Sue Loellbach in which she addressed an ongoing conversation about the use of Evanston's former recycling center on Oakton.
 - a. The building has been unoccupied for some time, with the intention of finding a tenant or developer who will utilize the space in a manner that will generate tax dollars for the City. This has effectively ruled out applicants who represent not-for-profit organizations and the like, as the space is zoned for industrial use.
 - b. Ms. Loellbach asked the City to allow developers to submit proposals to create affordable housing on the lot, which is not currently in an established residential setting and would therefore avoid the "not in my backyard" protests that invariably arise when the topic of affordable housing is broached in residential neighborhoods.
2. The next Commission meeting will be on Thursday, November 8th. The LTCC will **not** meet in October, and will reconvene on Wednesday, November 14th.

ADJOURNMENT

The meeting was moved and seconded to adjourn. A voice vote was taken and the motion was approved at 8:13pm.

Respectfully submitted,

Callie Sadler, Ombudsman Assistant