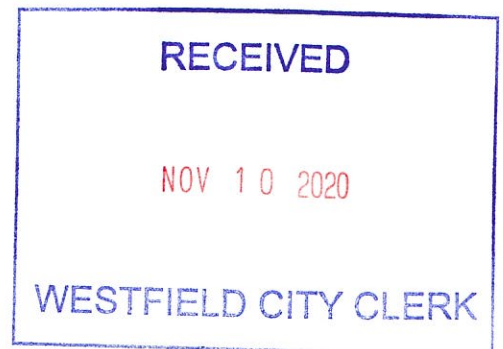


**City of Westfield  
Council On Aging  
Monthly Board Meeting ~ Zoom Conference Call  
August 10, 2020**



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

Board Members present: Elizabeth Boucher, KerryAnn Kielbasa, James V. Liptak, Eileen Rockwal, Alan Sudentas and Barbara Taylor.

Also present was Tina Gorman, Director of the Council On Aging / Senior Center.

There were no guests. This COA meeting was recorded as it is a legal meeting available to the public and was broadcast on Cable Channel 15. Mr. Peter Cowles recorded the meeting.

**II. Approval of Minutes of July 13, 2020 Meeting:**

Upon Motion duly made by KerryAnn Kielbasa and seconded by Eileen Rockwal, it was

unanimously VOTED: To approve the Minutes of the July 13, 2020 meeting.

**III. Public Participation: NONE**

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

**A. Highland Valley Elder Services**

Mr. Liptak provided the following HVES Report: HVES is still providing all services and taking care of clients. Mr. Liptak advised that he spoke with Alan Ouimet, Director of HVES, who said that their office has some PPE supplies available to Councils On Aging within the Highland Valley catchment area. Mrs. Gorman said she will check with HVES about this.

**B. Update: Meeting with Department of Public Health Staff**

Mrs. Gorman advised that MCOA had recommended, back in April, 2020, that Senior Center staff should meet with their Public Health Departments and do a walk-through of the building to see what operations would look like during the COVID

pandemic. EOEa also advised that any decisions about letting people back in any Senior Center should be made locally. Therefore, Mrs. Gorman and Program Director, Mary Lou Niedzielski met with Joe Rouse, Director of Westfield Health Department and two of his staff members, Public Health Nurse, Deb Mulvenna and Tommy Hibert, in July. The group all agreed that the Senior Center should remain closed for the foreseeable future. Other area Directors feel the same way and it's possible that there will be no Senior Centers opening until after the first of the year and even then on a "to be determined" basis. There are many factors which determine why the shutdown will last so long: costs of PPE, sanitation, cleaning supplies, and plexi-glass, as well as the limited number of people who can safely utilize the building at any one time. If people are brought into the building and then a participant(s) tests positive for COVID, all programs and services will have to be temporarily discontinued.

Mrs. Gorman and Mrs. Niedzielski are now focusing exclusively on alternative programming including cable television, conference calls, Zoom gatherings, and curbside special events. Mrs. Gorman tells people who want to know "when will you open?" that it will not be for a very long time. Most people reply, "That's what I thought."

### **C. Update: Companion Program Pilot Projects**

Mrs. Gorman advised that Joyce Peregrin, Companion Program Coordinator, has implemented two new pilot programs.

1. Phone Buddies: (This is a separate program from reassurance calls.) This program is beginning with four Volunteers who are already in the Companion Program and six Companion clients. Volunteers call their clients weekly on a specified day and time and talk to them about specific topics. If there are any problematic issues that are brought to light, Joyce Peregrin is notified by the Volunteer and determines what action should be taken.
2. Personal Shopper Program  
There are six Volunteers and six clients in the program. A template shopping list was created by Joyce, which the Volunteers are using. The Volunteers deal with cash only and leave groceries at the door. Volunteers do not enter the homes of their clients. These volunteers have

been trained and they are equipped with PPE. The program started last week (August 3, 2020). Mrs. Gorman will update the COA Board with more information at the September Board meeting.

#### **D. Expanded Programming Ideas**

At her most recent Western Mass Directors meeting, Mrs. Gorman asked the group if they knew of a “Conference Calling Service Program” which is free. Mike Squindo from Agawam suggested a service. Tina will check into using it for the Side By Side support group. She will advise the COA Board at a later meeting.

Also, she wants to have a form of the Diabetes Support Group with Jennifer Giffune start up again. Jen and Mrs. Gorman are planning to pilot a program called *Diabetes Dialogue* which will start as a segment of Mrs. Gorman’s weekly *Wake-Up Wednesday* talk radio show. Beginning in September, it will be held on the third Wednesday of each month from 7 to 7:45 a.m. Participants can either call into the radio studio or submit questions in advance via voicemail or e-mail for Mrs. Giffune to answer.

Mrs. Gorman and Mrs. Niedzielski will continue to plan at least one curbside special event per month.

#### **V. Items For Action:**

**NONE**

#### **VI: Director’s Report**

##### **Review of Programs**

###### *- Brown Bag Program*

- Drive-through pick-up on the Wednesday after the second Tuesday of the month
- Last month, staff put the groceries in the backseat of the vehicle instead of having participants get out of their vehicle and retrieve their own bags
- That sped up the process considerably
- Karen Noblit has seen a considerable increase in Brown Bag applications in the last few months (total number in July was 242)

- *July Educational Program: Westfield Council On Aging Presents series on Channel 15*

- *Nutrition and a Healthy Lifestyle*
- Presenter: Jennifer Giffune, RD and Nutritionist
- Tuesdays at 2:45 p.m. throughout the month of July

- *Moolicious Curbside Ice Cream Splurge*

- George's meatloaf and Moolicious ice cream for dessert
- Joe Deedy parked his ice cream truck next to the meal distribution area
- Overwhelmingly positive response from 150 participants

- *July Fitness Programming on Channel 15*

- Male Call: Monday and Wednesday at 10:30 a.m.
- Moovin' and Groovin with Dr. G and Grace: Monday and Wednesday at 2 p.m.
- Zumba Gold: Tuesday and Thursday at 10:30 a.m.
- Chair Yoga: Tuesday and Thursday at 2 p.m.

## **Upcoming Programs**

- *Wacky Tacky Curbside Summertime Smash*

- George's meatloaf and for dessert, make-it-at-home-yourself root beer float
- Assortment of give-aways from Senior Center closets
- Will cap at 150 participants
- Event date: Thursday, August 27
- Sign-up date: August 20 at 1 p.m.

- *August Educational Program: Westfield Council On Aging Presents series on Channel 15*

- *Financial Tips for COVID Times*
- Presenter: Susan Allen, Financial Planner
- Tuesdays at 2:45 p.m. throughout the month of August

- *August Fitness Programming on Channel 15*

- Male Call: Monday and Wednesday at 10:30 a.m.
- Moovin', Groovin' & Improvin' with Dr. G and Grace:  
Monday and Wednesday  
at 2 p.m. (new program)

- Zumba Gold: Tuesday and Thursday at 10:30 a.m.
- Chair Yoga: Tuesday and Thursday at 2 p.m.
- Yoga with Renee Rix: Sundays at 11 a.m. and Friday at 1 p.m.

- *'Cops for a Cause' Curbside Chili Luncheon*

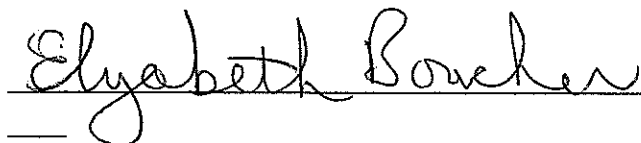
- Annual fundraiser for our local Alzheimer's Association
- In partnership with the Westfield Police Department and Westfield Police Association
- Mark Carboneau's chili, 'Jo-Slaw,' honey cornbread, and for dessert, ice cream sundae
- 50/50 drawing
- Will cap at 200 participants
- Event date: Thursday, September 17
- Sign-up date: September 8 at 1 p.m.
- \$5 per person with a portion donated to the Alzheimer's Association

**VII:** The Chair reminded the Board that our next meeting is scheduled to be held on Monday, September 21, 2020. Location TBD. \*\*Please note that this is a change from the regularly scheduled second Monday of the month.

**VIII.** There being no further business to come before the Board, upon Motion duly made by KerryAnn Kielbasa and seconded by Eileen Rockwal, it was unanimously VOTED to adjourn the meeting at 1:30 p.m.

**List of Exhibits:**

- Director's Report



Elizabeth Boucher, Secretary