

**City of Westfield
Council On Aging
Monthly Board Meeting ~ Zoom Conference Call
September 21, 2020**



I. The Meeting was called to order by the Chair, James V. Liptak at 1:02 p.m.
Board Members present: Elizabeth Boucher, KerryAnn Kielbasa, James V. Liptak, Eileen Rockwal, Alan Sudentas and Barbara Taylor.

Also present were Tina Gorman, Director of the Council On Aging / Senior Center and Ralph Figy, City Council Liaison to the Council On Aging.

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 August 10, 2020 Meeting:

Upon Motion duly made by Eileen Rockwal and seconded by KerryAnn Kielbasa, it was unanimously VOTED: To approve the Minutes of the August 10, 2020 meeting.

III. Public Participation: NONE

IV: Items for Discussion/Information:

A. Highland Valley Elder Services (HVES)

Mr. Liptak provided the following HVES Report: HVES dining site is preparing 200 meals per day which is a 25% increase in participation. There are no congregate meal sites operating at this time. All means are grab and go. HVES has a new Registered Dietician/Nutritionist, Alina Schmidt. The HVES employees have returned to the office to work and there are plexiglass partitions between desks. HVES has three positions open and if anyone is interested in knowing more about these jobs, they can contact Kathy Twiss at 413-526-2000. Mrs. Gorman asked if the 200 meals prepared are the total number of meals that HVES is serving each day. Mr. Liptak advised that this is the number and that includes Home Delivered Meals.

B. Update: Senior Center Flu Clinic

Mrs. Gorman advised that the COA is working with the Westfield Health Department on this year's Flu Clinics for Westfield Seniors. The flu clinics will be held on Tuesday, October 6 and Wednesday, October 7, 2020. They will be done as a drive-through with a morning session beginning at 10 a.m. and an afternoon session beginning at 1 p.m. The maximum number, 100 seniors, have signed up and there is a waiting list. In addition to staff from the Health and COA departments, members of the Medical Reserve Corps will assist. This method of vaccination will help to establish a protocol for the distribution of the COVID-19 vaccination when one becomes available.

C. FY20 Senior Safe Grant Expenditure

Mrs. Gorman advised that utilizing FY20 'Senior Safe' grant money, the COA is partnering with North Elm Butcher Block to host a curbside *Serving Up Senior Safety Saturday Luncheon*. In addition to a Butcher Block soup and sandwich combination meal, each participant will receive an assortment of safety items, informational fire safety flyers, and the brand new COVID-19 Preparedness *File of Life* packets. Included in the safety bags will be an oven mitt, a cloth face mask, two automatic LED nightlights to support our 'falls prevention' campaign, a travel size hand sanitizer, and the Medical Reserve Corps *Be Aware, Be Prepared* booklet. Cindy Ouellette from the Massachusetts Department of Fire Services is very pleased with Westfield's creative use of this grant money. By holding the event on a Saturday, the COA staff is hoping to reach some older adults who might be new to our services and programs.

D. October Senior Safety Month

The COA is designating October as Westfield's *Senior Safety Month*. Toward that end, they have a number of special events and programs planned throughout the month to proactively enhance the wellbeing of the City's older adults. They are coordinating many of these programs with State organizations, City departments, and local businesses. In addition to the flu clinics and the *Serving Up Senior Safety Luncheon*, the COA is partnering with the Westfield Police Department on Saturday, October 24 from 10 a.m. to 2 p.m. for the National Prescription Drug Take-Back Day. The monthly *Diabetes Dialogue* program will begin on October 21 as part of Mrs. Gorman's *Wake Up Wednesday* talk show on WSKB and WCPC cable Channel 15.

E. October Curbside Meals

As the weather gets colder and winter approaches, the COA staff is looking for ways to accommodate Seniors in obtaining meals at the Senior Center during inclement weather. Toward that end, they are going to experiment with consolidating multiple-day meal distribution. On Thursday, October 8, seniors can call in the morning at the regular time and order a meal for that day (Thursday), or a meal for the next day (Friday), or a meal for both days (Thursday and Friday). Meals for both days will be distributed and paid for on Thursday between 11 a.m. and noon. Information with the specifics will be in the October newsletter.

F. Medicare Enrollment Preparations

Medicare Open Enrollment begins on October 15. The federal government has mandated no in-person SHINE appointments so Senior Benefits Coordinator, Karen Noblit will provide telephone consultations and will utilize e-mail, snail mail, and curbside drop-offs to facilitate the process. Beginning in October, seniors will be able to safely and conveniently get medical and financial documents to Karen via the new COA drop box which will be located near the front door of the building.

G. EOEA Mandatory LGBTQ Training

The Executive Office of Elder Affairs is now mandating that all Senior Center staff across the

Commonwealth be trained in LGBTQ sensitivity. Most of the COA staff did such a training in February of this year. Those who did not will have to access the training remotely when it is available.

V. Items For Action:

NONE

VI: Director's Report

Review of Programs

- *August Educational Program: Westfield Council On Aging Presents series on Channel 15*
 - o *Financial Tips for COVID Times*
 - o *Presenter: Susan Allen, Financial Planner*
 - o *Tuesdays at 2:45 p.m. throughout the month of August*

- *August Fitness Programming on Channel 15*
 - o *Male Call: Monday and Wednesday at 10:30 a.m.*
 - o *Moovin', Groovin' & Improvin' with Dr. G and Grace: Monday and Wednesday at 2 p.m. (new program)*
 - o *Zumba Gold: Tuesday and Thursday at 10:30 a.m.*
 - o *Chair Yoga: Tuesday and Thursday at 2 p.m.*
 - o *Yoga with Renee Rix: Sundays at 11 a.m. and Friday at 1 p.m.*

- *Wacky Tacky Curbside Summertime Smash, August 27*
 - o *George's meatloaf and for dessert, make-it-at-home-yourself root beer float*
 - o *Assortment of give-aways from Senior Center closets*
 - o *Had 130 participants*
 - o *Channel 15 entertainment: July 4 Knightsmen Band performance*

- *'Cops for a Cause' Curbside Chili Luncheon, September 17*
 - o *\$5 per person with a portion donated to the Alzheimer's Association*
 - o *In partnership with the WPD and Westfield Police Association*
 - o *Mark Carboneau's chili, 'Jo-Slaw,' honey cornbread, and ice cream sundae*
 - o *50/50 drawing brought in \$550 (\$275 for winner and \$275 for Alzheimer's Assn.)*
 - o *In addition to COA staff, five members of the WPD, including Chief Valliere, Senator Velis and an Aide, five volunteers assisted with this incredibly successful event*
 - o *180 participants*

Upcoming Programs

- *Serving Up Senior Safety*
 - o *In Partnership with the Butcher Block*

- o Each participant will receive a bag with safety items
- o Will cap at 200 participants
- o Event date: Saturday, October 17
- o Sign-up date: October 1 at 1 p.m.

- *Think Pink Day*
 - o Thursday, October 22
 - o National Breast Cancer Awareness Month
 - o No advance registration required
 - o A pink meal, dessert, and attire

- *(National) Drug Take Back Day*
 - o Partnership with the Westfield Police Department
 - o Saturday, October 24 from 10 a.m. to 2 p.m.
 - o Police will collect unused medications
 - o COA staff will distribute File Of Life packets

- *American Flag Retirement Event*
 - o Hosted by Senator Velis, Thursday, October 29
 - o Flags can be dropped off between 11 a.m. and 1 p.m.
 - o Patriotic meal with red, white and blue dessert
 - o Red, white and blue attire

- *Educational Program: Westfield Council On Aging Presents series on Channel 15*
 - o *Is It Dementia or Normal Aging?*
 - o Presenter: Beth Cardillo, Executive Director, Armbrook Village
 - o Tuesdays at 2:45 p.m. throughout the month of September

- *Educational Program: Westfield Council On Aging Presents series on Channel 15*
 - o *Massachusetts Senior Medicare Patrol*
 - o Presenter: Lucilia Prates-Ramos, statewide Director MSMP
 - o Tuesdays at 2:45 p.m. throughout the month of October

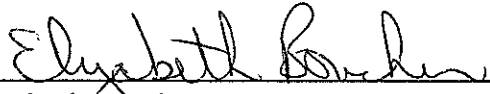
- *October Fitness Programming on Channel 15*
 - o Line Dancing: Friday at 10:30 a.m. and Monday at 3 p.m.
 - o Male Call: Monday and Wednesday at 10:30 a.m.
 - o Moovin', Groovin' & Improvin' with Dr. G and Grace: Monday and Wednesday at 2 p.m. (new program)
 - o Zumba Gold: Tuesday and Thursday at 10:30 a.m.
 - o Chair Yoga: Tuesday and Thursday at 2 p.m.
 - o Yoga with Renee Rix: Sundays at 11 a.m. and Friday at 1 p.m.

VII: The Chair reminded the Board that our next meeting is scheduled to be held on Monday, October 19, 2020. Location TBD. **Please note that because of the Columbus Day holiday 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 Eileen Rockwal and seconded by Alan Sudentas, it was unanimously VOTED to adjourn the meeting at 1:42 p.m.

List of Exhibits:

- Director's Report



Elizabeth Boucher, Secretary