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TOWN OF WINCHESTER

Winchester Council on Aging
Agenda September 04, 2019, 8:45 a.m.
Tom Howley, Presiding Chairperson

1. Approval of August 2, 2019 Meeting Minutes (attached)
2. Old Business
 - a. Vehicle Funding
 - b. Housing and Human Services Coordinating Council
 - c. Collaborative: COA participation in finance/development funding initiatives, Collaborative Guidelines for Development
3. New Business
 - a. Faith-Based Community Partnership: Margy McIndoe
 - b. Symposium – Age Friendly Communities
 - c. Strategic Pillars
 - d. Cummings Foundation Letter of Inquiry
 - e. MA Elder Affairs Annual Report-2020 Budget
 - f. HR Positions: Secretary and Transportation Coordinator
4. Standing Reports
 - a. WSA-Erica Drazen
 - b. Transportation Committee-Joan Grenzeback
 - c. Minuteman-Margy McIndoe
 - d. Housing Partnership Board-Laura Fitzgerald
 - e. Director's Report-Phillip Beltz-see attachment
5. Date of Next Meeting-October 9th at 8:45 a.m. Speaker?
6. Adjournment

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PAUL G. PELL
TOWN OF WINCHESTER

September 02, 2019

To: Winchester Council on Aging Board

Fr: Phillip Beltz

Re: Summary Board Report-COA Director July and August 2019

Staff Development/Personnel:

- Facilitation of weekly meetings with Jenks staff-CPR refresher course and dementia training.
- Assisted with website content development.

Director Professional Development:

- Attended Town Manager's Dept. Head meeting.
- Attended Collaborative meetings.
- Attended Mental Health First Aid training by Police Dept.

Programs- Grant Administration, Development and Implementation:

- Multiple Symposium planning meetings re "Age-Friendly Communities." Solicitation letter to prospective vendors.
- Multiple meetings with seniors for senior work tax reduction program at Town sites.
- Assisted social worker with Memory Café – Rock Painting.
- Meeting with Jane Henchey, re review of Literary Lunch and planning of 2020 year.
- Preparation of 2019 State Formula grant Annual Report.
- Preparation of Letter of Inquiry for Cummings Foundation re Chinese translation and intergenerational programs. Meetings with School Chinese Culture & Bridges Together.
- With staff, assisted with National Hot Dog Day and Corn Hole tournament.
- July and August newsletter preparation.

Community Outreach and Engagement:

- Meeting with State Leg. Day's office re planning of Transportation Expo Oct. 29th.
- Meetings with Jan Porell for interview of potential volunteer candidates.
- Meetings with volunteer Michael Xiang and Joy Yang re Chinese translation assistance.
- With staff, hosted DPW appreciation lunch.
- Meeting with Mark Gallagher re planning Martha Bullard recognition event.
- Working with Fire Chief, Police Chief and Town Manager re request for Jenks to assist Town as emergency respite site for ad hoc emergencies.

Winchester Council on Aging

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COUNCIL ON
AGING
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In Attendance: Tom Howley, Michael Britt, Joan Grenzeback, Wei Han, Ted Lamson, Carol Thomas, COA Director Phillip Beltz, Jane Murray

- Tom led a description and discussion of the Collaborative recommendation re the Bullard Gift recognition and the adoption of a general Jenks Gift Acknowledgment Policy. (See the policy recently sent out by Phillip.)
- The Board voted to accept the Jenks Gift Acknowledgment Policy and to accept the Bullard Gift.
- Phillip reported there will be a pre-launch of the new Jenks website next Monday, August 5th, in the Jenks library, from 1 pm til 4 pm People are asked to attend this and spend 15 minutes seeing how the new website works.

Respectfully submitted,

Jane Murray