

Work Session Notes

Wednesday, October 19, 2022

3:15 p.m. – 4:15 p.m.

Members Present: Cass Freedland, (Chair), Franklin Johnson (Vice Chair), Chuck Green, Amy Gross, Meghan McCarthy, Mel Sanchez, Larry Smith, and Tanya Stewart

Absent: Sue Cameron

Staff: Susan Ellinger and Jenna Kay, Community Planning

1. Hybrid meeting reminders

Chair Cass Freedland opened the meeting and reviewed logistical reminders for hybrid meetings.

2. Review of September 21, 2022 work session and regular meeting notes

There were no comments.

3. 2022 Commission Findings & Recommendations: Innovation through Connection

- Staff reviewed the annual report process including the development of findings from key points from the monthly fireside chats. This year, results from the survey and a summary of the innovation through connection theme are also included.
- The annual report findings and recommendations are the basis for the presentations that are made to the county council and the city councils each year. Specific recommendations were not provided by staff, rather, a series of prompts and questions to help focus a discussion are in the document, to allow the commission to develop recommendations.
- After the discussion, a new annual report draft will be created. The commission will vote on the findings and recommendations in the November meeting. Volunteers for a subcommittee will be requested to assist with editing the final draft of the annual report. The annual report will be presented to county council in February. Staff also set up meetings with each of the city councils each year and ask for commission volunteers to make presentations to each council.
- Chair Freedland commented on the current draft, including the theme that COA is a supporting member of the community as one part of a larger network. Vice-Chair Johnson commented that COVID and the results from the community survey presented some current gaps in service delivery that COA can help to address. As the Aging Readiness Plan update progresses, there is an opportunity to act as an active facilitator to draw different organizations together and help facilitate some solutions. COA has received some media coverage recently and there is an opportunity to use the media to publicize what different volunteer organizations and COA are doing and assist with dialogue between various groups and the community at large.
- Chuck Green echoed comments from Franklin Johnson. COA has become a forum to bring different providers and entities together that don't necessarily have a good place to facilitate these types of discussions. He would like to see part of next year's work plan include opening the forum to other groups, similar to previous summits that were held. Chuck believes the



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organizations that COA has brought together appreciate the ability to discuss the topics with other similar organizations.

- Tanya Stewart suggested that COA is a convener and helps with connections to bring people together.
- Larry Smith shared a personal story of speaking with other older adults and the history that they provide. Unfortunately, many do not know of COA, so getting the word out about the work that COA and non-profits do and getting more people involved in some of the work is important.
- Franklin Johnson agreed and commented that COA can use the media to help the community at large to understand the programs and services that are available, the need for volunteers, and the shortage that some organizations are facing.
- Cass Freedland commented that COA should make sure there is strong strategic outreach in the community which can directly lead into the work plan for 2023, including being a facilitator/convener.
- Franklin Johnson encouraged all commission members to please contribute to these findings and recommendations.
- ACTION ITEM: Staff will send an email to the commission and request additional feedback on the findings and recommendations prior to the November commission meeting.

4. Aging Readiness Plan (ARP) Update

- Susan Ellinger provided an update of recent work on the project. Staff is working with the consultant on a review of the progress on each of the strategies in the Aging Readiness Plan. Comments were received from Community in Motion on the strategies and there is a meeting with several AAADSW employees to get their feedback on October 27.
- Staff identified specific contacts to invite from each of the organizations that were included in the stakeholder lists sent to commissioners last month. Invitations for the focus group meetings are planned to go out in the next week. The focus group meetings are planned for the week on Nov. 14th.
- Staff will also set up an ARP subcommittee standing monthly meeting the second week of each month, beginning in November.
- Chuck Green asked for a list of the different members within each focus group.
- ACTION ITEM: Staff to follow-up with the ARP update subcommittee and provide more details on focus group invitees.
- Chuck also asked about the COA mission and if the commission should review it as part of the ARP update.
- Franklin Johnson commented that the new emergency preparedness chapter could add elements to the group's mission.
- ACTION ITEM: Staff took note of this idea and will review what action is needed if changes are proposed to the mission.

5. 2023 Work Plan

- Chair Freedland commented that in developing the role of a convener/facilitator and the community engagement topic for 2023, the commission is entering into a new phase of community engagement and needs to consider how it will differ from the 2022 focus. In 2023, the early part of the year will include workshops on the ARP update with a document draft in early summer. In the second part of the year, there are five months that can be used to distribute the updated report to the cities and the county. COA needs to consider which organizations should be invited to a summit or other forum to publicly share the results, which organizations will be impacted, how COA can help those organizations move forward with their missions, and how the recommendations for the annual report will be developed next year.

- Franklin Johnson outlined that they welcome creative ideas and suggestions from other COA members including what should be shared and how it can be weaved into the work program.
- Amy Gross asked the name of the consultant for the ARP update, which is Dudek, a planning and engineering firm.
- Cass acknowledged that due to the hybrid nature of the meetings, they may need to be held at the PSC for logistical reasons. She asked COA members if they are interested in engaging actively inside and outside of the meetings.
- Chuck Green suggested that possibly commissioners could host a meeting in a remote location and be part of the larger hybrid meeting. Attendees could be part of the fireside chat or public comment sections. He also asked if there are fireside chat topics that could dovetail with the ARP update and if there was time in the yearly schedule to allow that to occur.
- Staff shared a 2023 timeline and commented that a draft of the plan would likely be presented in May and then the legislative process would launch after that meeting. The first half of the year would be focused on the ARP update and there would be no typical fireside chats during that time.
- Chuck asked about further details of the adoption process and timing and staff explained the updated Aging Readiness Plan will go through a county Type IV adoption process which involves going to the Planning Commission and then to the County Council. Exact meeting dates with Planning Commission and Council have not been scheduled yet. .

6. Public Comment debrief

No public comments were received.

7. Liaison reports

- Amy Gross gave a COVID-19 report including current trends with hospitalization rates and the availability of the new bivalent booster shot.
- Cass Freedland gave an update on the September ADRN meeting, which included a presentation about [A Caring Closet](#) that provides free gently used durable medical equipment to everyone that needs it. They provide goods to over 100 people a day. Find out more on the website or call 360-258-0039 for more information about donating or receiving goods. The [SHIBA Program](#) ([AAADSW](#) is the local Clark County SHIBA office) was also highlighted. The SHIBA program trains volunteers to help Medicare beneficiaries to better understand the Medicare program. Call 360-694-8144 for additional information about the SHIBA program.
- Chuck Green outlined the coordinated grant process facilitated by WSDOT that is a pass-through of state and federal grant funding. The grants are due next week and Community in Motion asked for support of their grant proposal.
- Chuck suggested previously that the COA may be able to provide a letter of support for the grant applications. This year the request is to have the COA chair write a letter of support to accompany their grant application and asked for it to be an action of the commission.
- Cass Freedland asked if the proposal was within the work and mission of COA. Chuck commented that he thought it was because Community in Motion provides the transportation coverage that isn't provided by C-Tran or other private providers and helps coordinate other providers to older adults, lower income, those with disabilities and Veterans.
- Tanya Stewart expressed concern regarding the lack of criteria in reviewing letters of support for COA. Chuck commented that possibly as part of this action, some criteria could be developed for how letters of support are considered.
- Amy Gross commented that it would be good to improve the process and make it more predictable.
- Tanya Stewart commented that it would be good to have an approach that considers if the requesting party is in line with COA mission, values, etc. based on specific criteria.

- Chuck outlined that unfortunately, the timing of the request is too soon to allow the development of criteria before the letter is needed.
- Franklin Johnson asked if an alternate process could be used for this request, with a new process developed following this request.
- Amy Gross outlined a similar situation that occurred with Public Health in the past few years.
- Staff outlined the policy regarding letters of support that was developed several years ago, which includes criteria for review, with submittal of the request at least 60 days in advance.
- Tanya Stewart expressed concern regarding procedural requirements that were not met, including the timing of the request.
- Cass Freedland summarized the discussion and the aspects of the policy including timing requirements that were not met. If some portions of the policy are set aside, then it would need to be waived for future requests.
- Amy concurred that the timing of 60 days set out in the policy is unlikely to be met.
- Chuck suggested a few options for moving forward and the fact that there were some extenuating circumstances due to a vacancy in the position that prepares grants at Community in Motion.
- Additional discussion regarding the different potential options, the impact on future requests, and the possibility of forming a committee to review and edit the policy occurred. Due to time limitations, the discussion ended with the understanding that additional discussion could occur during the following meeting.

8. Adjournment

The work session adjourned at 4:26 pm.

The Clark County Commission on Aging provides leadership in community engagement and advocacy of Clark County's Aging Readiness Plan, especially for those 65 and over who plan to age in the place of their choosing.