

MINUTES

August 8, 2017

Council on Aging Evaluation Committee

Senior Center 230 Webster St., Marshfield, MA 02050

ATTENDANCE: Carolyn Richards, Bill Scott, Marilee Comerford, Lynn Gaughan

CALLED TO ORDER: 10:30am

APPROVAL OF MINUTES: The minutes from June 13, 2017 Evaluation Committee meeting were approved by vote of the committee

DISCUSSION:

- UMass study is starting next month; the Evaluation Committee hopes to review some of the areas that will be evaluated by the study. Hopefully the survey will help with “what segments of the community are not at the center and why”. The last study done by UMass was the 2010-2011 Needs Assessment. Bill Scott will provide a copy of that study to COA staff. Question: what areas of interest, if any, are not covered by the survey.
- Suggestion to hold Open House at the Center to invite younger seniors in Marshfield for a tour – a description of a program the COA will be hosting in the evenings in the Fall for younger seniors on “Navigating Retirement” will also be an opportunity to bring in younger seniors and perhaps the open house and seminars can coordinate. Will be using the Center for occasional programs in the evening to attract younger seniors. Utilization of the Center for evening activities was discussed – need for additional staff for ongoing programs. May also use the Boys and Girls Club facilities for a Life Long Learning class this Fall if possible to increase visibility of the program and COA by extension.
- Suggestion Box responses posted in August Link and since that time have been contacted by a volunteer for the requested Bow Making class and moving ahead with a planned cultural trip to a recommended location. Will continue to be responsive to suggestions from participants and publish the Suggestions and Responses quarterly. Will also aim to publish selected responses to Life Long Learning feedback.
- Review of latest Evaluation Plan and Tracker –changes have been made since the last review and these were discussed. The 3 month survey of new volunteers is needed from the Volunteer Coordinator. The transportation survey (which has not been planned) might be helpful to demonstrate need for an additional bus. Will see what the UMass survey will be covering and investigate if they can assist with a graduate school volunteer to develop transportation and nutrition surveys.
- Utilize existing data such as the Massachusetts Healthy Aging Community Profile for Marshfield (Marshfield is below its neighboring towns for % with ‘5 or more servings of fruit or vegetable per day’ and worse than its neighbors for % of men with Prostate Cancer – these both might inform types of programing we could provide and track outcomes.)

- Review Process for ongoing programs – want to capture “stories” of participants and be responsive to feedback – Marilee and Lynn will review most recent Evaluation Form for use before Dec 2017 survey of current activities and make suggestions for changes.

For next meeting -

- Investigate intern for assistance with transportation and nutrition surveys – Bill Scott
- Draft Activities Review revisions – Marilee Comerford & Lynn Gaughan
- Gather input from COA Director regarding transportation & nutrition surveys

The committee will continue to meet quarterly; if possible the committee will meet with a representative from the UMass study as a group.

NEXT MEETING: Tuesday, November 14, 2017 at 10:30am

ADJOURNMENT: 11:45am

Respectfully submitted,

Marilee Comerford, Activities Coordinator
Council on Aging