

## MINUTES

Council on Aging Strategic Planning Committee

July 9, 2019

Senior Center 230 Webster St., Marshfield, Ma 02050

**ATTENDANCE:** Carol Hamilton, Fred Monaco and Maureen Saunders

**CALL TO ORDER:** The meeting was called to order at 9:33 am.

**APPROVAL OF MINUTES:** Maureen moves to approve the minutes of the meeting April 9, 2019 for Fred seconds the motion. The motion passes unanimously.

**DISCUSSION:** The strategic plan was last updated on April 9, 2019. The committee suggested the following updates for this meeting;

- 1) Increase Parking and Outdoor Recreation # 5 add that Armory Engineers will send back contract to the town in July for signatures with meeting to follow.
- 2) Increase Program Space #2 - Add # 4 to read that; a meeting took place for formation of a PAC committee in July with 3 town departments participating.
- 3) Apply for Accreditation #3 - Add a # 5 to read that the COA submitted the Accreditation notebook via UPS on 5-20-19 to NCOA. Add # 4 to read that COA has contacted NCOA to announce & confirm submittal. Add # 5 to read that NCOA sent out information on next steps which will take 3-5 months for processing.
- 4) Enhance Fundraising Capacity – #4 add that the COA met with a local tax accountant on Thursday, June 20, 2019 with fundraising experience to seek advice.
- 5) Expand and Improve Financial Assistance to Elders # 1 - Take out #1 about the student intern. Add # 3 to read; The COA will reapply for a grant to receive a third year funding for the encore program through MCOA for fall of 2019 and spring of 2020. Add a #4 to read: The COA is in the process of hiring a part time social service worker to assist the full time staff. Add # 5 to read; The COA is investigating a grant for SNAP to get reimbursed for SNAP work done by the Social Service Department
- 6) Increase Awareness and Visibility # 6 - Take out # 4 and # 5. Add information about the new PAC Committee. Add that a focus Group planned for September to get input on preferences for additional and new programs and services. We will also get input renaming the SC.
- 7) Expand Nutrition Options # 7 - No changes needed.

- 8) Program Planning and Evaluation # 8 –Take out existing #2. Put in that the computer lab volunteers will meet with the COA staff to evaluation current Information technology needs and programs.
  
- 9) Develop an Age Friendly and Dementia Friendly Plan and Initiatives # 9 - Change # 1 to say that the memory café will continue through spring and summer. In # 5 add that the COA will be notified about the small visible grant through AARP in the fall. Add that the town needs to put together an age friendly committee including the COA. Add that Marshfield will explore working with other COA's and the ASAP on LGBT events. Add that the “Family Friendly Go for Life Walk” is scheduled for September 14<sup>th</sup> at the Harbor Park. Add that; COA applied for and received a grant for the “Go for Life” to supply materials/supplies for that day.

**NEXT MEETING:** The next meeting is scheduled for September 10, 2019 @ 9:30 am. The quarterly review for the Strategic Plan should be done in January, April, July and October.

**ADJOURNMENT** The meeting was adjourned at 11:00 am

Respectfully Submitted,  
Carol Hamilton, Director Council on Aging