



Clark County Commission on Aging  
1300 Franklin Street, 6<sup>th</sup> Floor  
Vancouver, Washington

## Work Session Notes

Tuesday, January 15, 2019

3:00 p.m. – 4:15 p.m.

Members Present: Marian Anderson, Ali Caley, Chuck Green, Amy Gross, Marjorie Ledell, Linda O’Leary, Donna Roberge, and Larry Smith

Absent: None

Staff: Jenna Kay, Jacqui Kamp

### 1. November 13 COA Work Session Notes

No revisions were made. Work session notes were approved.

### 2. 2019 Transportation Summit Update

Jacqui provided an update on summit planning:

- Staff will send out a summit invitation reminder this week.
- The group reviewed the event schedule and confirmed speaker list
- Summit facilitator/MC: Linda
- **ACTION ITEMS for all COA members:**
  - Plan to arrive at the summit at 8am
  - COA members can help greet guests at the event and direct them to the check-in table, as there are multiple entrances to the venue.
  - COA members will plan to spread-out at the event at different tables, and Linda will plan to ask COA members to stand up during her introductory remarks
- **ACTION ITEM:** Chuck will follow-up with LSW regarding RYD and confirm we do not need their help due to the change in summit location.

### 3. Preview Annual Report and Presentation to Councilors

The group discussed the plan for the joint meeting with the Clark County Council.

### 4. Report to City Councils and Other Groups

- The group discussed providing an annual update to each of the city councils, the Vancouver Planning Commission and the county Development and Engineering Advisory Board.
- Staff will follow-up with COA members to finish scheduling presentation dates. Note: Amy knows she has a scheduling conflict for the La Center presentation.
- A staff member, either Jacqui or Jenna, will be at each presentation. They will coordinate with each presenter prior to the meeting.



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## 5. Updates on Healthy Communities Focus

- **Meeting with Health Department staff, letter request:**
  - Amy provided a recap from a recent meeting with David Hudson. He is currently applying for a grant that would include support for local strategies for nutrition and physical activity. He requested that COA write letter of recommendation. The grant covers other topics too, but the nutrition and physical activity seem to overlap well with COA interests. If COA decides to write a letter, they need to submit it over by Jan 29, 2019.
  - The group reviewed a draft letter of support for the grant. **ACTION ITEM: If the group approves sending a letter, Linda will team with staff to add a link to the Aging Readiness Plan and Annual Report and submit the letter for the grant.**
  - The group discussed having David Hudson provide a bit more information about the grant during the regular meeting, before confirming if they want the chair to submit the letter.
- **2019 speaker series scheduling update:**
  - Jacqui confirmed staff will work over the next few weeks to schedule speakers for the year.
  - For most months, COA has already provided several names of possible presenters, but staff follow-up if more suggestions are needed as scheduling progresses.
  - The first speaker in March will be providing an overview on the healthy communities topic. **Ann Johnson** was mentioned as another possible speaker for that presentation.

## 6. Appoint Committees:

- COA members signed up for two sub-committees that will meet in the next few months.
- By-law committee: Chuck Green, Linda O'Leary
  - Linda and Chuck to connect on possible revisions.
  - Will draft a proposal and bring to the full group for review.
- Selection committee: Linda, Larry, Amy
  - The group will need to fill four positions this year: Marian, Ali, and Donna have terms that end this year. COA members who have served one term are welcome to re-apply for a second term. An additional person will need to be selected to fill the remainder of Temple's term.
  - Schedule:
    - A news release advertising the openings will be sent in early- to mid-February
    - Applications will be due at the end of March
    - The selection committee will meet in April to review applications and decide who to interview
    - Interviews will be scheduled
    - The committee conducts the interviews and makes recommendations
    - Staff forwards recommendations to the County Manager for the final approval process
    - The term switch is on June 1
  - Jacqui will schedule with group when they need to meet

## 7. Liaison Role with AAADSW/ADRN

- **AAADSW:** it does not seem that COA needs to attend all these meetings. Alternatively, Linda and Dave Kelly, the Executive Director of AAADSW, will meet a few times a year. Linda will continue to receive the AAADSW meeting agendas and can check if there are any pertinent topics.
- **ADRN:** meets four times per year, and typically has several applicable topics. Amy has volunteered to take Linda's place as the COA member who attends.
- Updates at the COA regular meetings: Linda and Amy will only provide updates when they have something to report.

8. **Next Meeting:** February 21, 2019 Transportation Summit at Clark College, Gaiser Student Center. Next regular work session and meeting: March 19, 2019.

9. **Adjournment:** The work session adjourned at 3:55 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 place.*

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