



## Work Session Notes

Tuesday, April 18, 2017

3:00 p.m. – 4:15 p.m.

Members Present: Marian Anderson, Chuck Frayer, Marjorie Ledell, Ali Caley, Linda O’Leary, Donna Roberge, and Bill Ritchie

Absent: Herb Maxey, Pat Janik

Staff: Jacqui Kamp and Sharon Lumbantobing

1. **March 21 Work Session Notes** – Revision to the Meeting notes were made. The group likes having the speaker notes being embedded in the Meeting Notes.
2. **Debrief on March 21 Meeting** – A request was made to remind speakers to address (e.g., make eye contact) with both the audience and the COA members during the presentation. Speakers need to be reminded not to use jargon and acronyms and that they need to speak to an audience who is not expert in this field.
3. **Preparation for May presenter, Susan Doyle on Home Safety** – Marjorie will share pointers mentioned above with the next speaker.
4. **Proposed policy revisions due to by-law changes** –

The group discussed the new wording in Article 11 on being “guided by Robert’s Rules of Order”. There is some objection to using Robert’s Rules as they are onerous and most commissions do not use them. There was discussion about the value of keeping reference to Robert’s Rules to keep order to the meeting, when necessary.

There is a need to keep a list of all the places where COA members have made presentations over the year. It could be included in the bylaws, Article 2, “serve as an ambassador for senior issues by increasing community awareness” by adding the phrase “and report back on those activities to the full Commission”. The COA agreed to vote to make this change at the regular meeting.

The Communication Policy needs to be edited to remove the “Communication Officer” position. The entire 4.0 Treasurer Policy would be deleted. The COA agreed to vote to make this change at the regular meeting.

5. **Housing Recommendations Update** – The city of Washougal was very favorable to the housing recommendations. There was an open discussion at the council meeting and in-depth discussion about state law and city code. The city of Ridgefield was also favorable and they requested information to be sent to them from the COA. The Vancouver City Council was positive and they are looking deeper into Accessory Dwelling Unit regulations. The presentations were kept to 10-20 minutes to leave time for questions from the council members. Chuck and Marian gave a presentation at the Habitat for Humanity’s Board Meeting. Habitat for Humanity invited COA to its area meeting (which includes WA, OR, and HI) in Portland next spring 2018. COA members are invited to attend a ribbon cutting ceremony for a new home of a Habitat for Humanity family with a child in a wheelchair. Chuck and Marian also had an informal meeting with Aaron of BIA last week to discuss

the Parade of Homes and how COA can be more effective with BIA. Aaron mentioned that financial incentives (such as the community reinvestment act) could help builders to build spec properties with universal design. It was discussed that more one-on-one meetings between builders and COA need to be held to discuss incorporating universal design into new home builds. However, COA's focus this year is Supportive Services and COA's task is not to implement the housing recommendations.

The group discussed how to balance the need to focus COA's efforts on Supportive Services versus the continued advocacy for housing. COA's job is advocacy and presenting the housing recommendations to the city councils is part of that. It was discussed that others outside of the COA could present to non-profits and builders. The COA maintains an interest in the housing recommendations, and should be updated in writing when these presentations are made, but time won't be allocated at COA meetings to discuss this.

The question was raised "How do we most effectively use the output of the Supportive Services speaker series to effect policy change?" It was recommended to add the subheading "How do we use what we learned" in future work session agendas to guide the debriefing discussion after each speaker and identify the takeaway messages.

6. **Selection committee** – The group discussed the importance of having a matrix to evaluate applicants. The selection committee will meet on Friday and determine how they will review applicants and move forward with recommendations to the county manager.

Work Session ended at 4:18 p.m.

**The Clark County Commission on Aging provides leadership and creates community engagement in addressing the needs and opportunities of aging.**