Senior Citizen Advisory Board
Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083
Date: Tuesday, February 15, 2022
Time: 7:00 P.M.

Call to order
Roll Call
Public Comments
Approval of minutes from last meeting – November 16, 2021
Nominations for Chairperson and Secretary

Open issues:

- 2022 Planned Initiatives (e.g. Haverford Township Day, Senior Expo)
- 2022 Newsletter Article Topic Suggestions

New business

Adjournment

Senior Citizen Advisory Board Regular Meeting Minutes

Location: 1014 Darby Rd, Havertown PA 19083
Room: B&C supplemented via Zoom
Date: Tuesday, February 15, 2022
Time: 7:00 P.M.

Call to order: Ms. Cuthbertson called the meeting to order at 7:00pm

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Roll Call: The following members as "present": Christine McLaughlin (Ward 2), Margaret Lang (Ward 3), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Diane Amadio (Ward 7), Rita Waters (via Zoom) (Ward 8), Scott Selkowitz (Ward 9), Dr. Carla Rodgers (At-Large Member), Victor Barsky (At-Large Member) and Aimee Cuthbertson, Assistant Township Manager. Representatives from Wards 1 and 6 are still to be appointed. Board liaisons, Commissioners Hart and Forste-Grupp sent their regrets that they were unable to attend due to schedule conflicts and at-large member, Dr. David Lee also sent his regrets that he was unable to attend.

Public Comments: n/a

Ms. Cuthbertson welcomed everyone to the meeting and all members introduced themselves to the group. Ms. Cuthbertson made a Motion to adopt the November 16, 2021 meeting minutes. Ms. O'Rourke made two amendments amending reference to "2022" as opposed to "2023" in regards to possible goals for a senior expo. Revisions were accepted and Motion passed to adopt minutes (as amended) by way of a voice vote.

Nominations were taken for Chairperson with Mr. Barsky nominating Mr. Selkowitz. Mr. Selkowitz accepted the nomination and all members voted to the affirmative by way of a voice vote.

There was an exchange of ideas and possible goals for the year noting the following:

Discussion on ElderNet: Ms. Cuthbertson provided a bit of history on building a relationship with ElderNet and all members were in favor of the Township staff continuing in its due diligence regarding a formal relationship and funding. All members feel that there is a real need for more senior services and that ElderNet can be the mechanism to provide those services to our residents. There is still some concern about duplication of services between Surrey & ElderNet so additional information needs to be obtained to differentiate the two organizations. The federally

funded CDBG program was discussed as a possible way of providing funds, along with an explanation of the timeline and process for CDBG funding.

Discussion on a township-sponsored senior expo: Members agreed that there are already a few similar senior seminars/expos sponsored by state elected officials that are very well done and to try and produce an event of that same caliber may be difficult for our volunteer council. However, all members were in favor of marketing those events to our senior residents when they are scheduled.

Discussion on the purpose of the council: Ms. Cuthbertson advised the members that the council is advisory. If there are initiatives that the staff can accomplish, Ms. Cuthbertson will take those suggestions to Mr. Burman to see if we can implement. If there are township-wide policy initiatives, those would be directed to Dr. Hart who will share with other members of the Senior Advisory Commissioner sub-committee to see if there is enough support to bring an issue before the entire Board of Commissioners. The question of being charged with holding "public meetings at least once per year" was brought up and whether the Council has been in compliance with that task. The group was reminded that ALL meetings are open to the public but that increased general outreach should be a goal.

Demographics on township senior population: Members requested demographics on the Township senior population and whether any data from the census is available. Ms. Cuthbertson said she would investigate and report back at the next meeting.

Outreach to Township seniors: All members were in agreement that outreach to senior residents is very important and that improvement can be made in this area to get information to seniors. One of the common issues seems to be the lack of resources all in one spot for seniors to reference. We discussed the improvements made to the Township website with its "Senior Information" page and will continue to build on that in the coming year with more resources including AARP program offerings, etc. The mailing of a survey and the creation of an email/mailing list was discussed. Ms. Cuthbertson will look into from an administrative standpoint and report back at the next meeting.

Newsletters: All members were in agreement to continue outreach through the printed township newsletter and to include a "senior-centric" article in each issue.

The next meeting was announced for Tuesday, March 15, 2022 and there being no further business, the meeting was adjourned at 8:20pm.

Senior Citizen Advisory Board
Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083
Room: B
Date: Tuesday, March 15, 2022
Time: 7:00 P.M.

Call to order

Roll Call

Public Comments

Approval of minutes from last meeting – February 15, 2022

Open issues:

• Senior Advisory Council Chairperson's Report: "improving how we proceed as an advisory council"

Business in process
• Renewed outreach initiatives
• Current Needs Assessment

Emerging Business

Public Comment

Good and Welfare

Adjournment

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING MINUTES – MARCH 15, 2022

Mr. Selkowitz called the meeting to order at 7:00p.

ROLL CALL:
Mr. Selkowitz called the roll and noted the following members as "present": Carla Rodgers, MD (Ward 1), Christine McLaughlin (Ward 2), Margaret Lang (Ward 3), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Diane Amadio (Ward 7), Scott Selkowitz (Ward 9), Dr. David Lee (At-Large Member), Victor Barsky (At-Large Member), Commissioner Gerry Hart, and Commissioner Sherry Forste-Grupp. Rita Waters (Ward 8) sent her regrets that she was unable to attend. Newly appointed member, Teresa Walther (Ward 6) was unable to attend but looked forward to the April meeting. Aimee Cuthbertson, Secretary/Assistant Township Manager arrived at 7:10pm.

MINUTES:
Mr. Selkowitz made a Motion to adopt the February 15, 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

CHAIRPERSON'S REPORT:
Mr. Selkowitz's comments are attached as explained to the Council.

BUSINESS IN PROCESS:
Renewed Outreach Initiatives –
Open House – the idea of an "Open House" for seniors to meet the Council and have a forum to socialize while also being able to share their concerns was discussed. Possible venues of the Township Building meeting room or the CREC and the possibility of holding in the Fall were also discussed. Ms. Murr and Ms. Amadio volunteered to put an initial plan together. Ms. Cuthbertson advised that the Council should settle on a date as soon as possible due to scheduling at both the Township Building and CREC. Update to be provided at the April meeting.

Current Needs Assessment – the Council discussed ways of generating and distributing a survey and it was decided to prepare a survey addressing the wants/needs of Haverford seniors. It was also decided that the Council would ask each Commissioner to distribute to a small group of seniors in their Ward. This would be a controlled sampling but easier to administer than attempting to send to every senior in the community as there are no concrete databases of just that demographic. Ms. McLaughlin and Ms. O'Rourke volunteered to work with Mr. Selkowtiz on a survey. Draft copy of survey/assessment will be presented to the full Council for further review and discussion at the April meeting.

EMERGING BUSINESS:

Artz Philly -- Ms. McLaughlin educated the council on the *Artz Philly* organization which promotes art appreciation and enjoyment for persons challenged by Alzheimer's and other dementia along with their caregivers. Ms. McLaughlin will put together an initial proposal on how the Council can promote this opportunity for local residents. Update to be provided at the April meeting.

ElderNet Update -- Ms. Cuthbertson advised that she recently spoke to their Executive Director and informally planned for his attendance at the May meeting.

Walkability -- the challenge of walkability in some areas was discussed and there was hope that the Board of Commissioners could take that into consideration with the installation of sidewalks in some areas.

Plastic Bag Ordinance -- Dr. Hart briefly discussed the new proposed single use plastic bag ordinance that would go into effect in 2023 and all members were in favor.

Hoarding -- the group discussed the ongoing topic of hoarding and how we could provide resources and outreach. We identified COSA as a possible resource and Ms. Cuthbertson and/or Dr. Rodgers will investigate their offerings. Update to be provided at the April meeting.

Additional Meeting Day – the possibility of adding a June meeting to the schedule was discussed. Ms. Cuthbertson will look into availability of the meeting room for the third Tuesday in June. The Township would need to advertise the additional meeting so a decision should be made at the April meeting.

PUBLIC COMMENT:

There was none

GOOD & WELFARE:

(A new agenda item to give informal "kudos" to a local resident or group making Haverford Township a great place)

- To the long-time volunteers at The Grange who put in countless hours to make it such a special place
- To the Board of Commissioners for helping to organize and sponsor the United Ukraine event at Paddock Park
- To Mr. Selkowitz for his leadership on the Council

ADJOURNMENT:

The next meeting was announced for Tuesday, April 19, 2022 and there being no further business, the meeting was adjourned at 8:15pm.

Senior Citizen Advisory Council
Chairperson's Report
March 15, 2022

<u>Purpose:</u> To provide a seamless transition between meetings, with action updates, recaps and information supporting the planned agenda in addition to establishing the tone and tenor of the evening's proceedings.

<u>Tonight:</u> "Improving How We Proceed as an Advisory Council"

We are codified to serve as an Advisory Council, advising the Board of Commissioners on matters of policy impacting Township Seniors. Policy drives programs, supports, services, codes, etc. In turn, programs, supports, services, codes, etc. drive policy.

We do not govern nor are we involved with matters of governance. We have no fiduciary responsibilities. We are neither administrative nor managerial entities. We advise. With input gathered from the broader community on issues of concern to Senior Citizens, defined as 65+, we advise.

And to advise with purpose and clarity, we first need to qualify that this Council is **the proper venue** to address the matter being introduced. With that established, we then need to support and base our advice, recommendations, suggestions, etc., on either credible research, current program and service models, current documented trends, and / or data based on surveys and needs assessments (which we currently do not possess)--just to name a few underlying sources defining and driving the advisement. **Unsubstantiated opinion alone is not sufficient.**

We only (formally) meet as a Council 6 times per year. That equates to approximately 12 hours. Obviously, we do not have the luxury of time to deal with every possible issue that may impact our Seniors. So it is vitally critical that we fine tune our processes and direct our efforts to advance issues **that have a reasonably higher probability of achieving tangible, positive outcomes as expeditiously as possible.** While the codified purpose of our Council is not subject to change, we can, however, implement improvements to how we achieve our stated and intended purposes.

Since our inaugural meeting, I have been educating myself on Council activities and actions occurring over the past 3+ years. I reviewed available agendas, minutes, and anecdotal information spanning this time period and beyond. I met with our Township Representative, Aimee Cuthbertson, who also serves as this Council's Secretary, to review my findings and impressions; address my questions and concerns; and to clarify both the purpose of this Council and my role and responsibilities as Chairperson.

Of particular note and concern to me as I was completing my education was why certain items and issues, repeatedly introduced, did not advance. At times it was difficult to determine the status and progression of an action plan, up to and including final disposition. In one instance, discussion of an item continued to be advanced well after it was established that no outcome would be forthcoming. Finally, and the biggest question mark, was why the single most important issue impacting seniors was not addressed: The Pandemic.

As stated earlier in this report, it is highly recommended that we direct our efforts to advance issues **that have a reasonably higher probability of achieving tangible, positive outcomes as expeditiously as possible.** Yet, there were two, unadvanced topics, that if acted upon could possibly have achieved said outcomes:

- Senior Centers
- "Hoarding"

To summarize how we can improve as an "Advisory Council":

1. Litmus Test: Is this the proper venue to address the matter being introduced?
2. Advise with clarity and purpose backed by supporting information and data.
3. For every issue and topic presented to this Council, there will be a clearly articulated and followed-up disposition.
4. For issues and items advanced, there will be a clearly defined plan of action.
5. For issues and items advanced, there will be progress monitoring (status reports and updates) from start to finish.
6. No matter should be "left hanging".

7. Finally, “less is more….more is greater than zero”. Council should always proceed with the mindset that the topic / issue being advanced has a realistic and reasonably higher probability of achieving a positive, tangible, and timely result.
8. If not, the Council should feel compelled to, yet comfortable closing out an item if intended outcomes are not going to be realized.

This concludes my (inaugural) Chairperson’s Report. Thank you for your attention and considerations.

Senior Citizen Advisory Board Regular Meeting Agenda & Minutes

Location: 1014 Darby Rd, Havertown PA 19083
Room: B
Date: Tuesday, April 19, 2022
Time: 7:00 P.M.

Call to order

Roll Call

Public Comments

Approval of minutes from last meeting – March 15, 2022

Open issues:

• Senior Advisory Council Chairperson's Report: "Overview of Constructing a meaningful needs assessment"

Business in process

• Outreach Initiative: Fall, 2022 Open House
Update: Diane Amadio and Peggy Murr

• Outreach Initiative: Needs assessment / survey
Update: Jan O'Rourke, Christine McLaughlin, Scott Selkowitz

• ARTZ Philly
Update: Christine McLaughlin

• Hoarding
Update: Aimee Cuthbertson and Dr. Carla Rodgers

Emerging Business

• "ElderNet" Presentation
Update: Aimee Cuthbertson

• "Community Bulletin Board for Seniors "
Feedback: Scott Selkowitz

Public Comment
Good and Welfare
Adjournment

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING MINUTES – APRIL 19, 2022

Mr. Selkowitz called the meeting to order at 7:00p.

ROLL CALL:
Ms. Cuthbertson called the roll and noted the following members as "present": Christine McLaughlin (Ward 2), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Theresa Walther (Ward 6), Diane Amadio (Ward 7), Rita Waters (Ward 8), Scott Selkowitz (Ward 9), and Victor Barsky (At-Large Member). Dr. David Lee was absent. Dr Carla Rodgers (Ward 1) and Margaret Lang (Ward 3) sent their regrets that they were unable to attend. Commissioner Gerry Hart, Board Liaison arrived at 7:15pm.

MINUTES:
Mr. Selkowitz made a Motion to adopt the March 15, 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

CHAIRPERSON'S REPORT:
Mr. Selkowitz's comments are attached as explained to the Council.

BUSINESS IN PROCESS:
Renewed Outreach Initiatives –
Open House – Ms. Amadio and Ms.Murr provided an update with plans for an event to be held on October 19, 2022 from 6pm – 8pm at the Township administration building. They discussed their ideas of live musical entertainment, hors d'ouevres, and mingling activities. They noted that plans are still in the early planning stages and will report back in May with additional details. A budget of approximately $2,500 will be formally requested of the Township for expenses.

Current Needs Assessment/Survey – Mr. Selkowitz, Ms. O'Rourke and Ms. McLaughlin shared an initial DRAFT of a needs assessment/survey to determine the needs/interest of Haverford senior citizens. The group discussed the draft and there was consensus to reduce the number of questions. Mr. Selkowitz suggested all take some time to review and provide him with any comments/suggestions for revision. The group will report back in May with additional revisions and/or details. Ideas regarding roll-out of the survey continued to be discussed and will be finalized once a final version of the survey is approved. Ms. Cuthbertson will confer with IT to discuss appropriate platforms and processes (i.e. SurveyMonkey, etc.) to be utilized to both collect and analyze the survey data-with an update provided at the May meeting.

Artz Philly -- Ms. McLaughlin reminded the group of the mission of the *Artz Philly* organization which promotes art appreciation and enjoyment for persons challenged by Alzheimer's and other dementia along with their caregivers. Ms. McLaughlin put together information and shared with Commissioner Forste-Grupp for inclusion in her newsletter. Ms McLaughlin also

posted information at the library and New Avenue Café and discussed including on the senior page of the Township website. She would like to post in the Township newsletter and generate local senior interest with the hopes of hosting an event here in Haverford Township, possibly at the CREC.

Hoarding – Ms. Cuthbertson reported that she contacted COSA and was given the name of a contact there; however, the leader of the hoarding task force had recently retired and a replacement had yet to be named. It was decided to check back with COSA on resources in 4-6 weeks in the hopes that a replacement task force leader would be hired.

EMERGING BUSINESS:

ElderNet Update -- Ms. Cuthbertson advised that she recently spoke to their Executive Director and his attendance is confirmed for the May 17, 2022 meeting.

Community Bulletin Board for Seniors – Mr. Selkowitz asked if there was any chance that the Senior Information page of the Township website could be moved to the homepage. Ms. Cuthbertson said it was unlikely as every organization would like to be spotlighted on the homepage but that the current design was preferred by the Township IT Department which handles the website. All were in agreement that more information needs to be on the Senior Information page as well as consider ways of making the page more easily accessible.

Senior Initiatives ARPA Grant Program – Ms. Cuthebrtson explained the the Township staff would soon be introducing a restricted grant program for business and not for profits that provide services to seniors. It was hoped that the Senior Advisory Council would assist in reviewing the applications in July and provide a recommended award list to the Board of Commissioners. All members appeared in favor of participating. However, it was discussed that a July meeting would be necessary to make the August recommendations to the Board. All members appeared in favor of adding a July meeting to the calendar. Ms. Cuthbertson will provide more information after the program is officially adopted by the Board of Commissioners.

PUBLIC COMMENT:

There was none

GOOD & WELFARE:

- To Delaware County for administering a booster/vaccine clinic on April 18, 2022 at the Township Building. Everything was very well run and organized; however, the group felt there should have been more outreach done by the County to advertise the opportunity for senior citizens.

ADJOURNMENT:

The next meeting was announced for Tuesday, May 17, 2022 and there being no further business, the meeting was adjourned at 8:25pm.

Senior Citizen Advisory Council
Chairperson's Report
Tuesday, April 19, 2022

A survey has been simply defined as a "research method" used to collect data from a predetermined group of people to gain information, insights, qualitative data and other relevant measures to help better understand (in our example) the needs, interests and concerns of Township Seniors.

But it is important to understand that no survey is perfect. No survey or questionnaire can adequately cover every topic or area of perceived or stated need. There is not one specific rating scale that be applied in all instances. And while you plan to receive data not subject to individual interpretation, one can never rule out subjectivity when analyzing the data. In short, the process of conducting surveys is an imperfect science--but an extremely valuable imperfect science.

The DRAFT Senior Citizen Survey / Needs Assessment that will be presented this evening, is a first draft to be reviewed and addressed accordingly. Compiled, condensed, modified and adapted from a variety of sources (including the District of Columbia Office on Aging and an Older Adults Needs Assessment from the City of Edmonton, Canada) this survey attempts to address key, critical areas that can assist our Council's mandate to advise accordingly, backed by substantiated data. But survey results, especially in our situation, can have wide ranging impacts.

In addition to utilizing the results to properly advise the Board of Commissioners on matters of Township policy affecting Township Seniors, survey results can influence, shape and help move forward resources, supports, programs and services offered by and beyond what is provided by Haverford Township:

The compiled results can:

1. Facilitate change to and enforcement of specific Township codes and policies.
2. Impact or change how inspections and enforcement of codes and policies are conducted.
3. Justify / qualify existing programs and services available to Township Seniors.

4. Suggest new or additional resources, services, programs and supports to be provided by the Township or private agencies and entities.
5. Suggest new or additional programs, services, seminars, and classes to be offered by and through the Township Library, the Adult School, and the CREC.
6. Change / improve how the Township communicates with its Senior populations.
7. Provide new business or service models for businesses and agencies and entities reaching out to Seniors.
8. Assist families with caretaking and advocacy responsibilities.
9. Result in enhanced training for Township staff and first responders to improve interactions with Township Seniors.
10. Help to better understand the demographics involved.

To summarize, the proposed “Survey and Needs Assessment” is one of many planned “Outreach Efforts” to better understand how Haverford Township can better serve older residents that continue to rely upon Haverford Township as their exclusive “65+ Community.”

Senior Citizen Advisory Board
Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083
Room: See Below
Date: Tuesday, May 17, 2022
Time: 7:00 P.M.

Call to order

Secretary: Roll Call

Approval of minutes from last meeting – April 19, 2022

Presentation:
"ElderNet," Brandon Trombetta – Executive Director

Open issues:

• Senior Advisory Council Chairperson's Report: "Overview of Constructing a meaningful needs assessment"

Business in process
• Outreach Initiative: fall, 2022 open house
Update: Diane Amadio, Peggy Murr, Scott Selkowitz
• Outreach Initiative: Needs assessment / survey – Draft #2
Review of Draft #2: Jan O'Rourke, Christine McLaughlin, Scott Selkowitz
Review of Available Electronic Data Collection and Compilation:
Aimee Cuthbertson
• Senior Initiatives ARPA grant program
Update / RFP Process: Aimee Cuthbertson

Emerging Business

Public Comment

Good and Welfare

Adjournment

Note:
IMPORTANT NOTE FROM AIMEE CUTHBERTSON:
"Due to the Township Building's use as a polling place, the meeting will take place in the Twp. Manager's Conference Room. I (Aimee) will meet everyone in the lobby and escort everyone back into the secure staff area for the meeting. It will be tight but if we wear masks, everyone should be comfortable (and I think at least 2-3 people are not able to attend due to poll volunteering)."

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING MINUTES – MAY 17, 2022

Mr. Selkowitz called the meeting to order at 7:05pm.

ROLL CALL:
Ms. Cuthbertson called the roll and noted the following members as "present": Dr Carla Rodgers (Ward 1), Christine McLaughlin (Ward 2), Margaret Lang (Ward 3), Peggy Murr (Ward 4), Scott Selkowitz (Ward 9), Victor Barsky (At-Large Member) and Dr. David Lee (At-Large Member). Jan O'Rourke (Ward 5), Theresa Walther (Ward 6), Diane Amadio (Ward 7) and Rita Waters (Ward 8) sent their regrets that they were unable to attend. Commissioner Gerry Hart, Board Liaison was also in attendance.

MINUTES:
Mr. Selkowitz made a Motion to adopt the April 19, 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

PRESENTATION "ELDERNET":
Executive Director, Brandon Trombetta was in attendance to advise the members of the mission of ElderNet. Mr. Trombetta explained that the mission of ElderNet is to provide support and resources to allow seniors to remain independent. Their mission also includes a focus on food security. In addition to care coordinators and matching clients with needed resources, they also coordinate a volunteer net which offers rides to/from doctor appointments/errands, provides opportunities for social interaction, help with minor home maintenance issues and even limited assistance for unexpected financial issues. Currently, ElderNet services residents of Lower Merion Township and Narberth Borough. They are largely funded through Montgomery County and Lower Merion Township with additional funding through individual contributions, and corporate/foundation grants. They differ from Surrey Services in that ElderNet's core group is low/moderate individuals and there are no fees for ElderNet services. While Surrey focuses largely on social programs, ElderNet focuses on continued independent living. ElderNet would like to expand and feel there is an untapped need for their services. As a result, they would like to be considered for future funding to start a program in Haverford Township. Ms. Cuthbertson explained the general timeline of possibly allocating CDBG funding to help ElderNet begin to offer services in Haverford Township and will remain in touch with Mr. Trombetta as those timelines approach later this spring/early summer.

CHAIRPERSON'S REPORT:
Mr. Selkowitz did not present a formal Chairperson's report in order to allow time for other agenda items.

BUSINESS IN PROCESS:

Outreach Initiative:

Fall 2022 Open House – Mr. Selkowitz provided an update on plans for the Fall Open House to be held on October 19, 2022 from 6pm – 8pm at the Township administration building. He also provided a budget request to the Township in the amount of $2,500. He explained the proposed menu from Carlino's and Ms. Murr described the proposed entertainment. The need for pre-registration was discussed. Any formal contracts for catering/rentals/entertainment, etc should be signed by the Township. Details will be finalized most likely at the August and September meetings.

Needs Assessment/Survey –

After considering suggestions made during the May meeting, Mr. Selkowitz presented Draft #2 of the needs assessment (see attached). All members were in favor of the shortened format. Ms. Cuthbertson explained that the Township IT Department has offered its services to put the final version into our online survey platform "JotForm". Methods for distribution were discussed and it was agreed that a hybrid of online availability and manual surveys may reach the most people. Manual surveys will be made available around the Township (e.g. at the Fall Open House, at the CREC, at the Library, etc) and an online version will be available via the Township website and Commissioner outreach efforts. Any manual submissions would need to be entered into the online survey platform for inclusion in the results. This would be the responsibility of the advisory council. Based on the feedback and specific recommendations of the Council, Mr. Selkowitz will amend Draft #2 accordingly and send out electronically to the Council for final review and approval

ARPA Grant Program – Ms. Cuthbertson advised that the Board of Commissioners approved an ARPA funded/restricted grant program geared towards fighting senior social isolation. She shared the program guidelines and application packet with the members (copy attached). The program will open June 1, 2022 and close June 30, 2022. The senior advisory council will assist in reviewing applications at its July meeting and present a recommended list of awards to the Board of Commissioners to award at their August meeting.

EMERGING BUSINESS:

There was none

PUBLIC COMMENT:

There was none

GOOD & WELFARE:

There was none

ADJOURNMENT:

The next meeting was announced for Tuesday, July 19, 2022 and there being no further business, the meeting was adjourned at 8:40pm.

TO: Aimee Cuthbertson
Director of Finance / Assistant Township Manager

FROM: Scott Selkowitz
Chairperson, Senior Citizen Advisory Council

SUBJECT: Budget Request:
Fall 2022 "Meet and Greet" Event

DATE: May 17, 2022

In our ongoing attempts to reach out to Township Seniors, especially those individuals that have been impacted the most by the lingering impacts of COVID isolationism and separation, the Haverford Township Senior Citizen Advisory Council will be hosting and conducting an evening of comradery and friendship on Wednesday, October 19, 2022 at the Township Administration Building. This evening, replete with food and entertainment, will reunite and re-acquaint Township Seniors with community members and Township staff who provide so much of the support needed to improve the daily lives of those over age 65. This special event will also provide a relaxed forum where people can meet and get to know other people who share the same interests – hopefully leading to new friendships being made.

As discussed, the sub-committee has been working on a preliminary budget (based upon 100 attendees), **totaling $2,500,** inclusive of the following:

FINGER FOODS: APPETIZERS AND DESSERTS	$1,450.00
NON ALCOHOLIC BEVERAGES (waters, sparling waters, iced teas)	75.00
PAPER PRODUCTS (dessert plates, cutlery, napkins, table cloths)	50.00
TABLES AND CHAIR RENTALS (12 high tops; 8, 6' rounds; 75 chairs	350.00
ENTERTAINMENT- Lisa Chavous (tentative)	400.00
MISC COSTS	175.00

Therefore, based upon these estimates, the Council formally requests an allocation of funds from the Township in the amount of **$2,500.00** to fund this unique and much anticipated event.

Again, these figures may change since prices represent current costs quoted. However, we are attempting to keep final expenditures at or below the requested allocation.

Please review and advise. On behalf of the committee, we thank you for your support and the Township's consideration of our request.

Sincerely,

Scott Selkowitz

Haverford Township
Senior Citizen Advisory Committee
DRAFT #2: Needs Assessment / Survey
2022

DEMOGRAPHIC INFORMATION

Your age range:
---65 to 69 years
---70 to 74 years
---75 to 79 years
---80 to 84 years
---85 to 89 years
---90 to 94 years
---95 years and older

Current marital status:
---Married
---Not married, living with partner
---Separated
---Divorced
---Widowed
---Never Married

Ward of residence (commissioner):
---Ward 1-Brian Gondek
---Ward 2-Sherry Forste-Grupp
---Ward 3-Kevin McClosky
---Ward 4-Judy Trombetta
---Ward 5-Laura Cavender
---Ward 6-Larry Holmes
---Ward 7-Conor Quinn
---Ward 8-Gerry Hart
---Ward 9-William Wechsler

How long have you lived in Haverford Township?
---Less than 5 years
---5 years, but less than 15 years
---15 years, but less than 25 years
---25 years, but less than 35 years
---35 years but less than 45 years
---45 years or more

Your current living situation:
---Reside at home, independently
---Reside at home, with minimal assistance
--- Reside at home, with regular assistance
---Reside with adult children or friends
---Reside in some level of a continuing care community
---Other living situation _____

PUBLIC SAFETY AND SERVICES:
As we age in place and spend more time engaging within our homes and community, what recommendations would you have for the Township to improve public and personal safety? Please check <u>all</u> those that you STRONGLY feel should considered:

---Establish a routine, ongoing inspection of sidewalks, pathways and cross-walks throughout the Township to assure that these areas are well lit, safe and accessible
---Establish a "buddy" system of neighbors to look in on older citizens who may live alone and have no local, immediate family to contact
---Offer resources and programs to assist senior residents with sourcing and obtaining affordable home security and / or "medic alert" type systems
---Offer resources and programs to assist senior residents with sourcing and obtaining comprehensive home health care services, senior centers and the like
--- Offer resources and programs to assist senior residents with fire prevention, home de-cluttering, and issues with hoarding
--- Offer resources and programs to assist senior residents with sourcing and obtaining affordable modifications to their homes to enhance accessibility and safety (examples: stair glides, grab bars in bathrooms and shower areas, ramps, exterior lighting, etc.)
--- Offer resources and programs to assist senior residents to address and prevent identity theft and scams targeting seniors
--- Offer resources and programs dealing with alleged elder abuse and violations of one's personal safety, security and privacy
--- Offer resources, programs and seminars to assist senior residents with today's technology (Zoom, FaceTime, Skype, Emails, Texting, etc.)
--- OTHER (Please specify):

UTILIZATION OF TOWNSHIP FACILITIES AND PROGRAMS:
Do you actively seek out and engage in programs and services offered through the CREC?
---No, not on a regular basis
---Yes (If yes, please indicate what programs and services you participate in)

What suggestions or recommendations do you have to improve the programs and services offered through the CREC?

Do you actively seek out and engage in programs and services offered through the Haverford Township Library?
---No, not on a regular basis
---Yes (If yes, please indicate what programs and services you participate in)

What suggestions or recommendations do you have to improve the programs and services offered through the Haverford Township Library?

Do you actively seek out and engage in programs and services offered through the Haverford Township Adult School?
---No, not on a regular basis
---Yes (If yes, please indicate what programs and services you participate in)

What suggestions or recommendations do you have to improve the programs and services offered through the Haverford Township Adult School?

VOLUNTERISM AND CIVIC ENGAGEMENT
In general, are you currently involved with volunteer activities - regardless of whether or not affiliated with the Township?
---No
---Yes
If Yes, please specify?

If not currently involved with volunteer activities, would you like to?
---No
---Yes
If yes, want are your volunteer interests:

Would you be interested in participating with civic decision-making bodies such as the various Advisory Boards and Commissions for Haverford Township (as listed on Township website)?
---No
---Yes
If yes, what areas of interest?

In addition to volunteer interests, in some communities, Seniors now have opportunities to teach other Seniors, sharing their particular interests, skills and experiences (baking techniques, sharing recipes and cooking techniques, gardening, basic carpentry and home repairs, using new technologies, investment strategies, travel, etc.).
Would you be interested in opportunities to reach out and teach other Seniors?
---No
---Yes
If yes, what are your specialties or areas of interest?

COMMUNITY INFORMATION / COMMUNITY BULLETIN BOARD
Readily accessible information to learn about Township news, alerts, resources, programs and services is critical. What recommendations do you have for the Township to improve information dissemination?
Please check <u>all</u> those that you STRONGLY feel should considered:

---Modification on the Township website offering a dedicated Icon linking Seniors to a specific resource page
---Streamlining current Seniors section on the Township Website
---Creation of a Community Bulletin Board where all events and activities appropriate for Seniors, whether through the Township or a private entity, can be centrally posted.
---Creation of a dedicated "Seniors" page included in every issue of the Township Newsletter
---Creation a system of advanced notification when public utilities are to be curtailed or disrupted
---Standardization of how Commissioners regularly issue bulletins (both in printed and electronic format) and conduct constituent meetings
---Compilation of contact information, leading to the creation of a "Senior Data Base" to assist with dissemination of information pertinent to Seniors
<u>OPTIONAL</u>: Complete data request below:

Name
Address

Contact Phone
Email Address
Indicate Preferred Method(s) of Contact: ---Mail ---Phone---Text---Email

---OTHER:

ADDITIONAL COMMENTS, RECOMMENDATIONS, SUGGESTIONS

Do you have any additional feedback, concerns, recommendations and suggestions you wish to offer that will improve the quality of life for all Township Seniors?

What do you love about Haverford Township that makes it your "65+ Community?"

EXHIBIT A

HAVERFORD TOWNSHIP
"SENIOR INITIATIVES" PROGRAM – ROUND 1

(American Rescue Plan Act Funded)

According to the 2020 census, over 17% of Haverford Township's population is comprised of senior citizens aged 65 and over. Many have chosen to make Haverford their "life-long" home — from their own youth, to raising their families and then choosing to stay through their golden years.

The senior citizen population was affected especially hard during the COVID-19 pandemic. During the pandemic, older adults were identified as a disproportionately disadvantaged group due to the mental, physical, technological, and financial limitations that created isolation and lack of access to assistance programs. For their protection, the senior population was one of the first groups encouraged to stay home early on in the pandemic which lengthened this period of isolation even more so than most. While some seniors have now been able to reconnect with family and friends, some have fallen even deeper into an isolated state and some do not have friends or family to help bring them back into the social fold or to help them connect with assistance programs available to the senior population. Older adults who have experienced a prolonged period of isolation are more susceptible to health concerns with lasting effects on their physical and emotional well-being.

With its American Rescue Plan Act allocation, Haverford Township is implementing a restricted grant program to local not for profit organizations and businesses that provide programs and activities which enhance the quality of life for Haverford Township seniors especially geared to mitigating effects of social isolation due to the COVID-19 pandemic.

Eligibility:

- Applicant must directly serve the senior residents of Haverford Township
- Established not-for-profit organizations and businesses whose core function (more than 25% of its current operating budget) pertains to senior social services and/or assistance with issues of isolation within the senior population of Haverford Township.
- Applicants must be current on any business privilege, mercantile, local services, township property tax, sewer and/or trash fees, if applicable through the date of application.

Grant Awards:

- $25,000 one-time awards
- 50% of the grant award will be paid within thirty (30) days of award notification. The remaining 50% will be paid six months following the award after fulfilling compliance reporting requirements and a successful program progress review by the grants committee.

Application Procedure:

- An initial proposal letter (along with the applicant's most recently filed federal form 990, 1120, or 1120-S AND most recent operating budget) must be submitted to the Township for consideration.
- This initial proposal will describe the applicant, its operating history, its current operations in assisting the Haverford Township senior citizen population, and details of the proposed program that will enhance the quality of life (with specific outcomes for mitigating the effects of social isolation or promoting available social services) for Haverford Township senior citizens. The proposal letter should also specifically discuss outreach plans, how the program will identify Haverford Township seniors who are still suffering from social isolation, how the program will identify social programs available to Haverford Township seniors and educate seniors on the availability of those programs.
- Round 1 opens as of June 1, 2022 and will remain open through June 30, 2022 at 4pm
- Award recommendations are anticipated to be presented to the Board of Commissioners for approval at its August 8, 2022 meeting
- A potential Round 2 will be considered **AFTER** Round 1 grants are awarded
- Submit both completed application and Federal Form W-9. **Unless the federal government announces otherwise, a Form 1099 will be issued to each recipient.**
- Completed applications can be submitted via email to finance@havtwp.org or dropped off at the Township building (we cannot be held accountable for lost/delayed mail if using the US Postal Service)
- Only completed applications will be considered

Compliance and Reporting:

- Reporting Requirements: All successful applicants are required to submit quarterly progress reporting on the program which will include details of outreach efforts and monies spent on program outcomes. The due date of the quarterly reports will be officially determined at the time of award and will continue for twelve months after award. These reports will be reviewed by Township staff and the Senior Citizens Advisory Committee.
- Non-Compliance: In cases of non-compliance with grant reporting or ineffectual outcomes (as determined by the grant committee), the Township will suspend (rather than immediately terminate) a grant and allow the recipient an opportunity to take appropriate corrective action. However, the Township may decide to terminate the grant if the recipient does not take appropriate corrective action during the period of suspension. The Township may immediately terminate a grant when necessary, such as in instances of potential fraud or other criminal activity. Suspension and/or termination may be appealed, in writing, to the Haverford Township Board of Commissioners.

A grant may also be terminated, partially or totally, by the recipient. If the recipient decides it cannot achieve the outcomes proposed, the recipient may advise the Township in writing and return any unused funds within thirty (30) days of termination.

Program Notes:

- If you have any questions regarding the Program, please contact Aimee Cuthbertson, Assistant Township Manager/Director of Finance at 610-446-1000 x2240
- When applicable, if you have any questions regarding the business tax, local services tax license or status of business tax/local services tax filings, please contact Tri-State Financial Group at 610-270-9520

HAVERFORD TOWNSHIP
"SENIOR INITIATIVES – PHASE 1" PROGRAM APPLICATION
(American Rescue Plan Act Funded)

Name of Applicant _____

Mailing Address _____

City, State, Zip _____

Contact Person/Title _____

Haverford Township Business/Local Service License # _____

Contact email _____

Contact phone # _____

Physical location within Haverford Township _____

If Exempt Organization under IRC 501(c)(3), please check here _____

Applicant Certification:

By applying for this funding, applicant certifies that they have read and understand the program and eligibility criteria as described on page 1-2 of this application. Applicant allows use of its Haverford Township business privilege, mercantile and/or local service tax returns (if applicable) to determine program eligibility. Applicant further certifies that the person whose signature appears below is a representative of Applicant and has been duly authorized to apply for this funding. Applicant also acknowledges that these monies are funded through the American Recovery Plan Act for the purpose of mitigating effects endured by senior citizens as a result of the COVID-19 pandemic.

_____
Representative of Applicant Signature

_____
Date of Application

Senior Citizen Advisory Board
Regular Meeting Agenda

Location: 1014 Darby Rd, Havertown PA 19083
Room: Room B
Date: **Wednesday, July 20, 2022
Time: 7:00 P.M.

Call to order

Secretary: Roll Call

Approval of minutes from last meeting – May 17, 2022

I. BUSINESS IN PROCESS:

1. SENIOR INITIATIVES ARPA GRANT PROGRAM
   Review and Approval of Proposals Submitted
2. OUTREACH INITIATIVE: OCTOBER 19, 2022 OPEN HOUSE
   Program Update: Diane Amadio, Peggy Murr, Scott Selkowitz
   Roll-Out and Registration: Full Committee Discussion
3. NEEDS ASSESSMENT / SURVEY
   Presentation of Final Draft: Scott Selkowitz
   Roll-Out / Timeframes: Full Committee Discussion

II. EMERGING BUSINESS

III. PUBLIC COMMENT

IV. GOOD AND WELFARE

V. ADJOURNMENT

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING MINUTES – JULY 20, 2022

Mr. Selkowitz called the meeting to order at 7:00pm.

ROLL CALL:
Ms. Cuthbertson called the roll and noted the following members as "present": Dr Carla Rodgers (Ward 1), Christine McLaughlin (Ward 2), Margaret Lang (Ward 3), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Diane Amadio (Ward 7), Rita Waters (Ward 8), Scott Selkowitz (Ward 9), and Victor Barsky (At-Large Member). Theresa Walther (Ward 6) and David Lee (At-Large Member), sent their regrets that they were unable to attend. Commissioner Gerry Hart, Board Liaison was also in attendance.

MINUTES:
Mr. Selkowitz made a Motion to adopt the May 17, 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

CHAIRPERSON'S REPORT:
Mr. Selkowitz did not present a formal Chairperson's report in order to allow time for other agenda items.

SENIOR INITIATIVES GRANT APPLICATIONS REVIEW:
Mr. Selkowitz summarized the program and the task of the Senior Advisory Council to review the applications and make recommendations of award to the Board of Commissioners. Mr. Selkowitz will attend the 8/1 work session to briefly present the Council recommendations. General conversation included Mr. Barsky's concern that awardees should use the monies prospectively and not for any operating costs in arrears. It was decided to include such language in the official award letters as well as a reminder that bi-monthly progress reports are required to ensure proper use of award monies.

Haverford Township Adult School – Mr. Selkowitz summarized the application. Ms. Cuthbertson advised on a business license tax issue and its resolution. All members were in agreement to recommend for award by way of a unanimous voice vote.

Kelly Music for Life – Mr. Selkowitz summarized the application. Ms. Cuthbertson advised that there were no delinquent tax issues. All members were in agreement to recommend for award by way of a unanimous voice vote.

Surrey Services for Seniors – Mr. Selkowtiz summarized the application. Ms. Cuthbertson advised that there were no delinquent tax issues. By a vote of 6-2 (Mr. Barsky is a non-voting member), the application will not be recommended and instead the applicant will be encouraged to apply in a future round if so approved by the Board of Commissioners. The reasons cited by the Council included concern with the location of the new center being outside

of Haverford Township and the lack of specific use of the grant monies (other than assumed use for operations at the new site).

BUSINESS IN PROCESS:

Outreach Initiative:

Fall 2022 Open House – See attached proposed summary of the event. Mr. Selkowitz provided an update on plans for the Fall Open House to be held on October 19, 2022 from 6pm – 8pm at the Township administration building. Ms. Murr described the proposed entertainment. The need for pre-registration and advertising was discussed with the Township being involved with registration. The Needs Assessment/Survey will also be available to attendees and Commissioner Hart would be on hand to make comments. The concept of an "Interest Card" would also be available to share contact info amongst the attendees. The committee would also like to invite representatives from the recreation department, the library, HTAS and Kelly Music for Life explaining their offerings. The event will be announced during the September work session. Details will be finalized through the sub-committee and with the entire Council at the September meeting.

Needs Assessment/Survey –

After considering suggestions made during the May & June meetings, Mr. Selkowitz presented the final draft of the needs assessment (see attached). An announcement of the survey will also be made at the September work session. Methods for distribution were discussed and it was agreed that a hybrid of online availability and manual surveys may reach the most people with the possibility of obtaining a specialized mailing list available to candidates for public office. Manual surveys will be made available around the Township (e.g. at the Fall Open House, at the CREC, at the Library, etc) and an online version will be available via the Township website. Any manual submissions would need to be entered into the online survey platform for inclusion in the results. While the Township IT Dept will assist with getting it setup, administration of the survey and entering of survey results would be the responsibility of the advisory council.

EMERGING BUSINESS:

An Open House giveaway of an "Important Numbers" laminated contact card was discussed.

PUBLIC COMMENT:

There was none

GOOD & WELFARE:

There was none

ADJOURNMENT:

The next meeting was announced for September 20, 2022 and there being no further business, the meeting was adjourned at 8:25pm.

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING AGENDA
Tuesday, September 20, 2022
7:00 pm

I. CALL TO ORDER

II. SECRETARY: ROLL CALL

III. APPROVAL OF JULY 20, 2022 MINUTES

IV. SENIOR ADVISORY COUNCIL CHAIRPERSON'S REPORT:
"PROGRESS REPORT: RECAP OF CURRENT BUSINESS SINCE JULY"

V. BUSINESS IN PROCESS:
1. OUTREACH INITIATIVE: OCTOBER 19, 2022 OPEN HOUSE
   Final Plans: "Order of Events"
2. OUTREACH INITIATIVE: NEEEDS ASSESSMENT / SURVEY
   Final Plans: Implementation and Roll-Out

VI. EMERGING BUSINESS
1. ARPA GRANT
   Discussion / Ideas for Round #2

VII. PUBLIC COMMENT

VIII. GOOD AND WELFARE

IX. ADJOURNMENT

Haverford Township
Senior Citizen Advisory Council
Meeting Minutes
9/20/2022

ROLL CALL:

Dr. Carla Rodgers, substituting for Aimee Cuthbertson, called the roll and noted the following members as "present": Dr. Carla Rodgers (Ward 1), Christine McLaughlin (Ward 2), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Rita Waters – Via Phone (Ward 8), Scott Selkowitz (Ward 9), and Victor Barsky (At-Large Member).
Margaret Lang (Ward 3), Teresa Walther (Ward 6), Diane Amadio (Ward 7), and David Lee (At-Large Member), sent their regrets that they were unable to attend. Commissioner Gerry Hart, Board Liaison, was also in attendance.

MINUTES:

Mr. Selkowitz made a Motion to adopt the July 20. 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

CHAIRPERSON'S REPORT:

Mr. Selkowitz referred to the Haverford Township Residents' Public Notice of Wednesday, September 1, 2022, seeking individuals to serve on listed Boards, Committees and Commissions beginning January, 2023 – **Including appointment of all 9 positions on the Senior Citizens Advisory Council.** Given the commitment and work this Council has achieved this year, and since the work of this committee to properly advise the Board of Commissioners is just beginning to move forward accordingly, Mr. Selkowitz urged all current Council Members to contact their respective Commissioner requesting re-appointment to this Council for 2023. Mr. Selkowitz lauded the efforts of this Council and feels that continuity of service is required to perform. As part of this discussion, a recommendation was made to Commissioner Hart to extend the appointment from 1 to 2 years—to achieve such continuity.

BUSINESS IN PROCESS:

OUTREACH INITIATIVE: OCTOBER 19, 2022 OPEN HOUSE

Mr. Selkowitz provided a detailed overview and task status report. At this point, arrangements are proceeding as planned. Peggy Murr presented and distributed the "Phone Information Cards," and the "Haverford :Township: Your 65+ Community" buttons. Mr. Selkowitz will follow-up / confirm with both Carlino's (food) and DMI (table rentals) two weeks prior to the event. Invitations were extended to the Library, CREC, Evening School, and Kelly Music to participate in the Open House (manning an information table and being available to talk to our guests). All invitations were enthusiastically accepted. As reviewed, Mr. Selkowitz and Commissioner Hart will deliver brief, opening (welcoming) remarks. Peggy Murr and Diane Amadio were asked to provide closing remarks—the concluding message requested to be further discussed.

Registration will open on-line, Monday, September 26, 2022 (utilizing the Sign-Up Genius platform) and will end at 4:00 PM on Friday, October 14, 2022. Seniors can sign up online thru the Township website by clicking on the RSVP link under HT News+, or by calling the Township at 610-446-1000 to speak to a front desk associate. Hard copies of the announcement will be available at the Library, the CREC, and at Kelly Music.

OUTREACH INITIATIVE: NEEDS ASSESSMENT / SURVEY

The **Senior Survey / Needs Assessment** will launch prior to the Open House and will be accessed online by clicking on the "Survey" link under HT+ News. Mr. Selkowitz will be conferring with Aimee Cuthbertson to finalize the roll-out, and meeting with Christine McLaughlin and Jan O'Rourke to discuss additional roll-out options. Details to follow.

EMERGING BUSINESS:

ARPA GRANTS – SECOND ROUND

Ideas were discussed for a possible second round of ARPA Grants to be awarded in early 2023. Ideas shared include:

1. Continue to focus on programs for Seniors curtailed or significantly reduced as a result of COVID.
2. Encourage innovation, enhancements and / or expansions of existing programs, etc. currently reaching out to Township Seniors.
3. Focus on needs to be met, specifically indicated from both direct feedback received from our guests attending the Open House and the results of the Survey.

Further discussion tabled until the November Council meeting.

PUBLIC COMMENT:

There was no public comment.

GOOD AND WELFARE:

There was none.

ADJOURNMENT:

There will be no Council Meeting held in October, 2022 due to the Open House. The next meeting was announced for Tuesday, November 15, 2022, and there being no further business, the meeting was adjourned at 8:48 PM.

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING AGENDA
Tuesday, November 15, 2022
7:00 PM

I. CALL TO ORDER

II. SECRETARY: ROLL CALL

III. APPROVAL OF SEPTEMBER 20, 2022 MINUTES

IV. SENIOR ADVISORY COUNCIL CHAIRPERSON'S REPORT
"Looking Ahead to 2023"

V. BUSINESS IN PROCESS:
1. OCTOBER 19, 2022 OPEN HOUSE
   Recap and Review of Feedback and Input Received
2. NEEDS ASSESSMENT / SURVEY
   Discuss Timeline and Process for Compilation and Review
3. ARPA GRANTS
   Continued Discussion / Ideas for Round #2

VI. EMERGING BUSINESS
1. Invitation to Interview: Parks and Recreation Master Plan
2. Establish 2023 Council Meeting Dates

VII. PUBLIC COMMENT

VIII. GOOD AND WELFARE

IX. ADJOURNMENT

HAVERFORD TOWNSHIP
SENIOR CITIZEN ADVISORY COUNCIL
MEETING MINUTES – NOVEMBER 15, 2022

Mr. Selkowitz called the meeting to order at 7:02pm.

ROLL CALL:
Ms. Cuthbertson called the roll and noted the following members as "present": Christine McLaughlin (Ward 2), Peggy Murr (Ward 4), Jan O'Rourke (Ward 5), Rita Waters (Ward 8), Scott Selkowitz (Ward 9), and Victor Barsky (At-Large Member).

MINUTES:
Mr. Selkowitz made a Motion to adopt the September20, 2022 meeting minutes. Motion passed to adopt minutes by way of a voice vote.

CHAIRPERSON'S REPORT:
Mr. Selkowitz's Chairperson's report "Looking Ahead to 2023" is attached.

BUSINESS IN PROCESS:
October 19, 2022 Open House
The inaugural Fall 2022 Open House was held on October 19, 2022 with over 100 seniors in attendance. Overall, the feedback was extremely positive with many seniors asking for a repeat event or even smaller events such as coffee get-togethers. The not for profit organizations that participated in outreach efforts also expressed very positive experiences from the event. All positive comments regarding the food, setup, and general atmosphere were shared amongst the members. Two potential thoughts for future events would be to slightly reduce the number of attendees since room capacity is very different once tables/chairs are involved, as well as, a slight reduction in volume to the otherwise beautiful background music. The members were also pleased with the interest shown by the number of Commissioners in attendance.

Needs Assessment/Survey –
Mr. Selkowitz reminded the group that the survey ends November 18, 2022 at 4pm. As of yesterday, there were 310 responses received. He also shared his conversation with Christina Mann from the Township's IT Dept who will assist in providing both the raw data and compiled statistical data. Mr. Selkowitz suggested getting together with the survey subcommittee members to determine how they would like to see the data compiled and extrapolated with the assistance of Ms. Mann. The goal is to have the statistically compiled results available in time for the January 2023 meeting. The subcommittee agreed to these next steps. Mr. Selkowitz also encouraged members to review the draft Comprehensive Plan as it addresses several of the same areas that we asked in the survey.

ARPA Grants
Plans for a Round 2 in 2023 were discussed as well as the anticipated involvement of the Senior Advisory Council to review applications and recommend awards. Ms. Cuthbertson advised that both 2022 awardees submitted their required progress reports and she distributed copies to the members.

EMERGING BUSINESS:
Invitation to Interview: Parks & Recreation Master Plan
Director of Parks & Recreation, Brian Barrett asked for a few members of the Council to be interviewed by the consultant performing the Parks & Recreation Open Space Plan regarding wants and needs of seniors. Virtual interviews will be held on 11/21/22 & 11/22/22. Members were asked to notify Mr. Selkowitz of any interest and he will pass along contact information to Mr. Barrett. Senior concerns mentioned at the Open House pertaining to parks included actual ease of access to parks (distance from parking to the parks/trails). The future of Brookline Park was also discussed as many seniors are interested in what will happen at the sight – and hope the needs/desires of seniors (including passive recreation such as quiet benches, trees, etc) will be included in the plans.

Establish 2023 Council Meeting Dates
The pending new ordinance requires a minimum of 6 meetings per year. For 2023, the meeting calendar was discussed below with meetings to begin at 7:00pm. All were in favor.

January 17
February 21
March 21
April 18
May 16
June 20
September 19
October 17
November 21

Ordinance Governing Council Member Terms
The new ordinance governing the Senior Advisory Council was introduced to the Board of Commissioners meeting on November 14, 2022 was discussed and explained to the members. Changes to the ordinance include a 2 year appointment with all member terms expiring as of the same time (e.g. those appointed January, 2023 will serve a term to expire at the end of December, 2024). A minimum number of 6 meetings must be held as well.

PUBLIC COMMENT:
There was none

GOOD & WELFARE:
There was none

ADJOURNMENT:
The next meeting was announced for January 17, 2023 and there being no further business, the meeting was adjourned at 7:58pm.