

**Age-Friendly Housing Implementation Group**  
**Web-Ex**  
**FEBRUARY 16, 2023**

**Meeting Recording:**

<https://howardcountymd.webex.com/webappng/sites/howardcountymd/recording/93cdd2f1906e103bb69e00505681e860/playback>

**Attendees:** Jennifer Asher, Quanita Kareem, Terry Dodson, Larry Carson, Sandra Price, Fran LoPresti, Karen Mosel, Patricia Thomas, Terri Hansen, Morgan Spliedt

**Agenda:**

- 1) Welcome
- 2) Role Discussion/Appointment
- 3) Work Group Charter, Organization, and Workplan for process
- 4) Discuss Action Items/Prioritization/Strategy
- 5) Set Date and Location for Next Meeting
- 6) Calls to Action and Wrap Up

**Meeting Notes:**

- 1) Welcome & Introductions
  - a. Jennifer Asher joined today's meeting, interested in Tax Credits
- 2) Purpose of today's meeting
  - a. Review Discuss Roles
    - i. Fran LoPresti has volunteered to serve as the Community Leader. Thank you, Fran!
    - ii. No County Liaison has been appointed. Terri and Morgan will serve in this role until a Liaison is identified.
  - b. Housekeeping
    - i. Meeting minutes can be found on the [Age-Friendly Howard County webpage](#) by scrolling all the way to the bottom of the page and expanding the Housing section.
    - ii. The Work Group will need to update the Charter, Organizational Structure and Work Plan. Fran will send out the materials used by the Housing Planning Work Group in 2020 for you to review. These will be discussed at the next meeting.
      1. Charter – our focus, priorities, communication strategy, and code of conduct
      2. Organizational Structure – where we will keep materials, how we will share information
      3. Work Plan – guide for developing, implementing, and tracking things we need to do, people we need to speak with, etc.
- 3) Discussion
  - a. Everyone should be familiar with the [Howard County Housing Options Master Plan](#). Please go to this webpage and view the master plan. This is a critical resource for the implementation of the Housing Action Items moving forward. The Work Group will also use this plan to structure the age-friendly implementation.

- b. Housing Appendix III – everyone needs to review this document and mark down which Action Item(s) you are willing to work on, which should be our group’s priorities.
- c. Who else should be part of this work group? Who do we need to be successful?
  - i. Approach people about their possible interest, invite them to a meeting (either a Work Group meeting or a meeting with Fran) and share their contact information with Fran.
  - ii. The larger the work group, the more we will be able to work on and accomplish.
- d. Quanita will set up a SharePoint drive for the group for us to manage and share materials and communicate efficiently. Quanita and Fran will meet between now and the next meeting to set up the structure. They will also share simple directions to the group on how to access and navigate the SharePoint drive.

**Calls to Action**

- 1) Review the charter, organizational structure and work plan used for the Housing Planning Work Group and be prepared to discuss and update these materials at the next meeting.
- 2) Email Fran what Action Item(s) you want to work on so we can begin developing sub-groups.
- 3) Review the Howard County Housing Options Master Plan and be prepared to discuss at the next meeting.

**Next Meeting Date: Friday, March 10 from 1:00 to 2:30pm via WebEx**