

Age-Friendly Housing Implementation Group

March 10, 2023

Link to Meeting Recording: Available upon request, please email agefriendly@howardcountymd.gov

Attendees: Fran LoPresti, Vanessa Hughes, Karol Hess, Dana Sohr, Ann Hepner, Richard Williams, Quanita Kareem, Sandra Price, Pat Thomas, Larry Carson, Phoebe Woods-Orsini

Agenda:

- 1) Roll Call
- 2) Review of February Minutes
- 3) Announcements from County
- 4) Old Business
- 5) New Business

Meeting Notes:

- 1) Roll Call
- 2) Review of February Minutes – no corrections needed
- 3) Announcements from County – no announcements today
- 4) Old Business
 - a. Introductions – Everyone shared why they joined
- 5) New Business
 - a. Demonstration of SharePoint (Quanita) – See minute 35.25 of the meeting recording.
 - i. Everyone should have received an email from SharePoint to access the drive. Quanita will re-send the link by Monday 3/13.
 - ii. Age-Friendly Housing Committee > Committee Documents 2023
 - iii. Everyone will be able to open, download, and upload files (very similar to Dropbox).
 - b. Review Work Group Materials
 - i. Charter – Add third item about reporting to the Age-Friendly Advisory Council (via Morgan/Terri) upon completion of implementation. This report will summarize all progress and effort toward implementation under the Housing Domain. Fran will add third item.
 - ii. Organization Structure – subgroups may be split by Action Item or by a group of Action Items. This will be clearer after the next meeting when everyone expresses their interests. At full-group meetings, each subgroup will report out (via spokesperson).
 - iii. Work Plan – Change “Gantt Charts” to “tracking tools” to keep it open and flexible form in-group tracking.
 1. Progress Tracking – as you report your progress, Morgan/Terri will track that progress. The Work Group will need to keep track of the tasks/activities needed for each action, the goals of each activity, who may be involved (partnerships or those responsible for each activity), and deadlines when activities are to conclude.
 - c. Selection of Action Items – email Fran by March 24 with which Action Items you want to work on (or topics you are interested in). Fran will update the Implementation Spreadsheet then will post is on SharePoint. We will discuss these at next meeting.
- 6) Additional Business
 - a. Karol’s neighbor housing concerns – Vanessa recommends that the neighbor contact Maryland Access point for Options Counseling. Call them at 410-313-1234.
 - b. Quanita is looking to submit a proposal to the Housing Opportunities Trust Fund, due April 14. Let her know if you have ideas or want to collaborate. Learn more here: <https://www.howardcountymd.gov/DHCD-HOTF>

Tasks:

- 1) Email Fran by March 24 with which Action Items you want to work on.
- 2) Dana will invite a speaker from the Housing Commission to speak with the Work Group.

Next Meeting: March 24, 2023 at 1:00pm via Webex.