Date: 02/20/2020
Time: 01:02pm
Facilitator: Terri Hansen

In Attendance
Jill Kamenetz       Mae Beale
Kim Henry          Manuel Evangelista
Judy Pittman       Stuart Rosenthal
Jim Sanders

Approval of Minutes
Motioned to Approve: Jim Sanders
Seconded: Kim Henry
Minutes approved for January with no change

Announcements:
• Kim Henry has volunteered as co-chair
• Still need a co-chair from the community

Discussion:
• Communication is an integral part of what we do
• We are working hard for a better County
• We will share personal emails with workgroup
• Group has decided to store information in google drive and an account was set up.
  o Communicationandinformation20@gmail.com
  o Password – 2020HowardCounty!
• Minutes will be posted on the Age-Friendly website
• Could workgroup get involved with the Census to help deliver surveys
  o This is a separate program—If interested one must go through the Census
• Results from the survey – What’s working/not working for the county
• For consideration: Where is the best place to get information out to everyone in the entire County?
• Group can develop specific questions for the focus group
• Listening sessions will provide the opportunity to learn what else is needed in the county that wasn’t included in the survey
• Focus Group structure—ideas offered by the group
  o Certain audiences
  o Constant contact list
  o Beacon
  o 55+ Centers
  o Twitter
  o Facebook
• Results for survey, plan is to have an analysis completed by end of March
• Focus Groups goal is to hold in April,
  o Small groups 15 or less
• Listening groups need to be geographically dispersed across the entire County and can be a larger group then the focus group
• It was noted that social economics is a concern, for both focus and listening groups include the following:
  o Low income
  o Subsided housing
  o All age groups
  o Immigrants
• Kahler Hall could be a good location to hold a focus group/listening session
• It was suggested that we should have a script/cheat sheet one page, for everyone in workgroup to follow when speaking to others outside of the group.
• It was suggested that we need to send emails and/or phone calls to other group members who have not participated in a meeting so far, are they still interested in being the group?
• Possibly merging two workgroups together if another workgroup has a lot of the same goals and/or vision.
• In Planning: What factors do we include?
  o Consider the timeline
  o How we communicate in general
• Workgroups first draft due in October, revised in November and final due December
• In 5year Action Plan goals must be:
  o Realistic
  o Doable
  o Timely
  o Smart
  o Meaningful
• What is the structure of workgroup? What does the community need now?
• One suggestion was that each group member does a segment and then report to the whole group
• Group member will reach out to other networks that they currently interact with to increase participation
• Need to identify information sources
  o Where people can go to get information, reliable, safe
  o Age-Friendly accessible and open to all
• Everyone is asked to review action plans on the AARP website
Assignments

- Look at the AARP livability website at other action plans for ideas, vision, what worked for them and how it may work for our workgroup.

Next Meeting
03/19/2020 – 1:00pm