Date: 02/18/2020  
Time: 03:05PM  
Facilitator: Terri Hansen

In Attendance
Jim Sanders  
Sueellen Seigel  
Pamela Simonson  
Darlene Vasearos  
Manuel Evangelista  
Bruce Fulton  
Nicholas Keplinger  
Alice L Lewis  
Phyllis Meyerson  
Michele Millican  
Karen Hull  
Seema Agarwal-Harding  
Charles Smith  
Jody Sletto  
Mar Jo Neil  
Elexis Lawson  
Pearl Atkinson-Stewart  
Pamela Reese

Approval of Minutes
Motioned to Approve: Jim Sanders  
Seconded: Suellen Seigel  
The minutes from January were approved with no changes
Announcements

- Announced the Co-chairs: Pam Reese and Jim Sanders

Discussion

- Focus groups and listening sessions will occur in late March thru April
- A member asked if it would be helpful if within the group someone volunteers to facilitate a focus group. Terri stated at this point we do not know but will keep that option open.
- Health and Wellness at Guildford Elementary School Senior living appts. Possibly could hold a focus group.
- Send email with survey to attendees, please share.
- Action Plan – What to focus on
  - Howard County General Hospital – Attempt to get some from the hospital Age-friendly involved as well
  - Age-Friendly Health Systems 4 M’s
    - What matters – person centered approach—what does the patient want
    - Medication
    - Mobility
    - Mentation
- General questions to help refine/define the scope of the workgroup
- Do we know what Resources are currently available?
- What programs are already in the works.
- What makes the most sense to figure out the playing-field
- What is the mission of Age-Friendly
- What is the vision of Age-Friendly
- Learn from other communities (consider having representative from Montgomery County speak to the group)
- Have access to all resources
- Where does the committee want to go?
- What information can be provided by you
- Work group agreed to the following meeting rules and behavior
  - Rules for the work group
    - Meeting monthly
    - Respect so everyone can speak
    - Show/raise hand
    - Record Minutes
    - Use one drive/google drive. There was a discussion of where to store information on resources the group members collect. After a vote it was determined that google drive would be the best.
- Speakers for the groups
  - Volunteer Managers
    - HCG Hospital
    - Volunteer Specialist from a different County
    - Shawnta Berry – volunteer program specialist
• There was discussion of where to store information on resources the group members collect. After a vote it was determined that google drive would be the best

**Homework**

• All members were asked to write about what their individual skills, knowledge and attributes as it relates to volunteerism, employment and civic engagement. Share with the group, Have in one week (2/25/20).
• Contact others that might be interested in joining the workgroup.
• Explore the AARP Livability webpages – Review different action plans
• Using what is learned from existing action plans (what’s out there), consider what you want the group’s focus to be
• Identify which sub-group you want to be on (work, volunteers, or civic engagement)
• Work individually on personal definition of volunteerism
• Terri Hansen will send out timeframes before the next meeting

1. **Next Meeting**

03/12/2020 | 3:00pm – 4:30pm, 9830 Patuxent Woods Drive, Columbia, MD 21046