

ElderSource Advisory Council Meeting

10688 Old St. Augustine Rd.

Jacksonville, Florida

Thursday June 15, 2023

12:30 PM

Call-In Number: 1-929 436-2866

Meeting ID #: 842 548 1583

AGENDA

1. Call to Order Cheryl Jefferson, Chair
2. Signatures – In-kind Match & Travel Vouchers Cheryl Jefferson, Chair
3. Roll Call – Sherry Holmes, Administrative Assistant Sherry Holmes, Admin. Assistant
4. Approval of Council Minutes (Meeting April 20, 2023) Cheryl Jefferson, Chair
5. Nominating Committee Dr. Ashley Jennings, Chair
6. 2024-2027 Area Plan Janet Dickinson, Planner
 - Progress Report
 - Update on Up-coming Public Hearings
 - County Profiles/Socio-Demographic Information
 - SWOT Analysis with Advisory Council Input
7. Disaster Preparedness Janet Dickinson, Planner
8. County Reports
 - Volusia
 - St. Johns
 - Nassau
 - Flagler
 - Duval
 - Clay
 - Baker
9. Old Business
10. New Business
11. Date of Next Meeting – August 17, 2023 at 12:30 PM
12. Public Comments
13. Adjourn Cheryl Jefferson, Chair

Inclusion Statement: ElderSource values all people – including but not limited to all nationalities, socio-economic backgrounds, abilities, races, genders, religious perspectives, sexual orientations and gender identities – in everything we do. We welcome the unique insights and perspectives of all persons in our quest to fulfill our mission.

Mission: To empower individuals to age with independence and dignity by providing leadership, direction, advocacy, and support for a comprehensive coordinated continuum of care.

**Advisory Council Meeting
10688 Old St Augustine Rd
Thursday April 20, 2023
12:30 PM**

Via Zoom

Present

Pamela Sanders – Baker
Diane Eckert – Clay
Stevie Taylor – Clay
Cheryl Jefferson - Duval
Ingrid Montgomery – Duval
Barbara Solomon – Flagler
Bernie Fitzgerald – Flagler
Chernice Benjamin - Nassau
Ashley Jennings – Volusia
Frances Chew – Volusia

Staff and Guest

Linda Levin, CEO
Fred Richards, Plan/Prgs/Compl/Inclu.
Janet Dickinson, Planner
Sherry Holmes, Administrative Assistant

Absent

Earnest Berrian – Duval (Excused)
Valerie Thomas – Duval (Excused)
Albert Abbatiello – St. Johns (Excused)
Carol DeMarco – St. Johns (Excused)
Latonja Best – St. Johns

Meeting Called To Order

Cheryl Jefferson called the meeting to order at 12:35 PM.

Roll Call

Sherry Holmes, Administrative Assistant called the roll, and a quorum was present.

Approval of Minutes

A motion to approve the minutes from the February 16, 2023, meeting was made by Bernie Fitzgerald and seconded by Pamela Sanderson. Motion passed unanimously.

Nominating Committee

Dr. Ashley Jennings, Chair of the Nominating Committee noted that the committee met on April 6 at 12:00 PM to review the application of Joanne Hinkle for representation of Flagler County.

The committee recommends that Joanne Hinkle be considered as a member of the Advisory Council as she brings a wealth of information and knowledge.

A motion to accept the applicant Joanne Hinkle for membership was made by Bernie Fitzgerald and seconded by Pamela Sanders. Motion passed unanimously.

Bernie Fitzgerald has agreed to become a member of the Nominating Committee. This brings the membership to three members:

- Dr. Ashley Jennings, Chair
- Bernie Fitzgerald
- Stevie Taylor

Long Term Care Insurance

Janet Dickinson, Planner discussed this topic with the group:

- What is Long-Term Care Insurance?
- How to get Long-Term Care Insurance
- Provisions
- Coverages
- What is Not Covered
- Thoughts to Ponder
- Additional Information in the Florida Department of Financial Services (DFS) Guidebook
- Resources for Information

See Power Point slides 2-11 for detailed information.

Area Plan Update

Janet Dickinson, Planner shared the New 2024-2027 Area Plan with the group. The fully completed Plan will be due to the Department of Elder Affairs (DOEA) in September. The Program Module is due on September 15, 2023 and the Contract Module is due on October 3, 2023. Janet discussed the following:

- Program Module: Outline
- 2024 Program Module: Goals
- 2024 Area Plan: Next Steps

See Power Point slides 13-18 for detailed information.

DEIB Health Equity Collaborative Update

Janet Dickinson, Planner discussed the USAging Building Accountability for Health Equity Learning Collaborative (BAHELC) and explained that this group meets virtually once a month to

share and work on plans for improving our DEIB efforts and to gear those efforts in the direction of health equity. Janet discussed in detail:

- What we hope to gain.
- Priorities

See Power Point slide 27 for detailed information.

County Reports

Baker

Pamela Sanders

- Baker County Council on Aging serves daily lunches.
- Pamela noted that there is a major need for senior laundry service. There is no place in Baker County providing laundry services. Pamela found a website where Baker County Council on Aging offers the service, but Pamela will check into this as it may be an old website.
- Baker County has a wonderful transportation system.
- Pamela has noticed that Programs in the county start up with a lot of volunteers, but the volunteers soon fall off for whatever reasons.

Janet is offering to assist Pamela with this search for laundry services.

Clay

Diane Eckert

- The Orange Park Senior Center offers meals Monday-Friday, feeding breakfast and lunch. They have bingo, arts and crafts for seniors.

Duval

Cheryl Jefferson

- Lack of affordable housing and issues with homeowners' insurance is a topic of concern to the community. People are constantly having to do many things to pass the 5-point inspections. When something is identified there are problems with getting things up to code.

Flagler

Barbara Solomon

- A "Spring into Health Community Fair" is being sponsored by the Delta Sigma Theta Sorority, Inc. on Saturday, April 22, 2023 from 11:00 AM – 2:00 PM at the Lord's Temple City of Refuge. The location is 140 Gilmore Street in Hastings, FL 32145.

Bernie Fitzgerald

- Bernie noted that Church on the Rock has a wonderful nutrition program. Meals are served on the premises all the time. The Senior Center provides bingo and many other activities for seniors.
- The Palm Coast Community Center located at 305 Palm Coast Parkway NE will host a workshop on Maximizing your Social Security on April 29 from 1:00-2:00 PM.

There was conversation and examples of citing instances of fraudulent behavior on the part of individuals to Medicare. Linda suggested to the members to collect the information i.e. names, phone numbers and contact our Senior Medicare Patrol to make them aware of what is happening, and they will work with the State to investigate. Bags were passed out to attending participants with ElderSource pamphlets and brochures inside.

Nassau

Chernice Benjamin

- Chernice is aware of a website where homeowners can acquire homeowners' insurance quickly without a hassle, brokers will reach out to you. Chernice will report this information to the members as soon as she locates the name of the website.
- The Shrimp Festival is being held Friday May 5 through Sunday May 7.
- Fernandina Beach Active After 50 Expo is Saturday April 29 from 10:00 AM – 2:00 PM at the Atlantic Recreational Center.
- Seniors have been asking for resources to get back to work. Chernice is asking if anyone has hiring information, to let her know.

St. Johns

No Representation

Volusia

Frances Chew

- The City Commission meets twice a month. One of the agenda items last night was on the Council on Aging seeking to acquire an activity building that is attached to one of the recreation centers in Daytona Beach. They would use the building for feeding, nutrition programs and senior activities.
- A Crab and Seafood Festival is being held on May 29.
- A Housing Fair at Allen Chapel in Daytona Beach is also being held on May 29.

Old Business

None

New Business

The Advisory Council members agreed that the topic for their next meeting will be the Area Plan.

Linda noted that ElderSource will be sending out a post card informing Medicaid recipients to expect a letter that will have a yellow stripe regarding their redetermination process for Medicaid. It is important that the letter is not ignored. Recipients may contact the SHINE department to assist them. Linda is asking Advisory Council members to refer these inquiries to our SHINE department.

There was no further business, and the meeting was adjourned.

Meeting Adjourned at 1:48 PM**Minutes prepared by Sherry Holmes, Administrative Assistant**

These minutes were adopted by vote of this Advisory Council on _____.
(Date)

Secretary: _____ Stevie Taylor

**Advisory Council Nominating/Membership Committee
10688 Old St Augustine Rd**

Tuesday June 6, 2023

11:00 AM

Via Zoom

Present

Ashley Jennings, Chair
Stevie Taylor
Cheryl Jefferson

Staff

Linda Levin, CEO
Tameka G. Holly, CFO
Jessica DelRio, Executive Expediter
Sherry Holmes, Admin. Assistant

Meeting Called To Order

The meeting was called to order by Ashley Jennings at 11:04 AM.

The purpose of this meeting was to review and vote on four applications submitted by candidates to the Advisory Council:

Christine Hackney – Nassau County
Christy Fitzgerald – Clay County
Steven Sherman – Nassau County
Vivian Jones – St. Johns County

The Nominating Committee reviewed all four applications and agreed that each candidate will bring a multitude of talents to the Advisory Council.

The Committee unanimously decided to accept all four candidates for membership of the Advisory Council.

The recommendation to accept these candidates to the Advisory Council will be presented to the Advisory Council members at the next meeting on June 15, 2023.

There was no further business for discussion and the meeting was adjourned.

Meeting Adjourned at 11:15 AM

Minutes prepared by Sherry Holmes, Administrative Assistant



2024 Area Plan Progress Report

and

Emergency Disaster Preparations



New 2024-2027 Area Plan

- The full, completed plan will be due to the DOEA in September
 - 9/15/2023 – Program Module
 - 10/3/2023 – Contract Module

Public Hearings

➤ Volusia County:

Thursday, June 22, 2023

1:30 PM – 2:30 PM

**President's Banquet Hall at
Bethune-Cookman University
740 West International Speedway Blvd,
Daytona Beach, FL 32114**



➤ Duval County: still in development; to likely be held in late July or beginning of August.

Profile Section - Counties and Communities

- Narrative: basic info about each county, for example- size, county seat, rural vs urban, total population and % of older population; description of communities within each county (major cities, towns, and unincorporated areas)
- Maps: displaying where PSA 4 is in relation to the entire state, where each county is within PSA, communities in each, and one map identifies rural areas of the PSA.

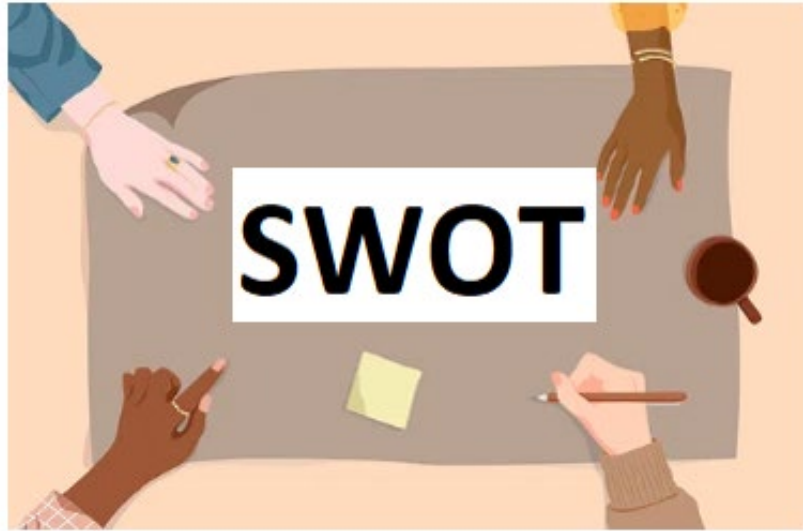
Profile Section - Socio-Demographic and Economic Factors

- Narrative: conditions and circumstances of older persons in PSA 4- what life is like and overall quality of life, including recreational programs, etc. that enhance the quality of life.
- Description of population characteristics: growth of older population, and focus on low-income, low-income minority, minority and culturally diverse, socially isolated and living in rural areas, and growth of age 85+ population.
- Maps and Charts: to provide statistical comparisons.

Profile Section - 3 Additional areas

- Economic and Social Resources: partnerships, additional funding, in-kind resources, and resource development; and existing social resources – parks, tourism etc.
- Description of Service System: services in place, number of people served in each county, and category of populations (for example, mental illness, physical/developmental disabilities, and Alzheimer's)
- Role in Interagency Collaborative Efforts: advocacy role – collaborations, partnerships, etc.

SWOT Analysis Section - We could use your input....



**Strengths,
Weaknesses,
Opportunities,
and Threats**



Purpose: to assess how prepared we are to respond to the anticipated growth of our older adult populations

SWOT- Strengths

- Characteristics of ElderSource, our communities, our Providers, our Partnerships that give it an advantage over others.
- Strengths that can counteract barriers
- Your opinions and thoughts count!

SWOT- Weaknesses

- Characteristics that place us at a disadvantage relative to others/ things that could be improved upon?
- What are the barriers that could limit the ability to achieve goals/objectives?
- Your opinions and thoughts count!

SWOT- Opportunities

- Elements that the organization could utilize to its advantage?
- What are some possibilities for change?
- Your opinions and thoughts count!

SWOT- Threats

- Elements in the environment that present a challenge for the organization?
- Serious threats to our communities, our organization, and our partners/providers?
- Your opinions and thoughts count!

2024 Area Plan: My Next Steps

- Public Hearings- complete the Volusia County hearing, and finish arranging one in Duval County
- Continue to complete sections of the Plan, while gathering feedback, and fine-tuning information
- Present draft of the Full Plan prior to the next Advisory Council meeting, so the document can be reviewed, and feedback/suggestions can be discussed as needed
- Obtain Advisory Council and Board of Directors approvals

ElderSource's Emergency – Disaster Preparations

Emergencies and Disasters can come in many forms:



EVACUATION ALERT



Leave Now !



Important Note:

When there is a Disaster, ElderSource becomes responsible for providing supports to our clients, our providers' clients, and for all older adults within PSA 4.

ElderSource's Emergency-Disaster Contacts

- Key Players:
 - Emergency Coordinating Officer (ECO) = Janet Dickinson, Planner
 - Manager on Duty = Leadership rotates this role
 - 1st Alt ECO= Tameka Gaines-Holly, Chief Operations Officer (COO)
 - 2nd Alt ECO = Renee Knight, VP of Community Services
 - 3RD Alt ECO = Fred Richards, VP Planning & Programs
 - Communications Vice-President = Andrea Spencer
 - CEO = Linda Levin

ElderSource's Emergency Preparation Activities

- We get our staff prepared: we encourage personal preparation and provide links to helpful sites; we give guidance as to how staff are to protect work equipment at both their remote work site (we provide surge protectors and plastic); and at ES office
- We update our Plans:
 - CEMP- Comprehensive Emergency Management Plan
 - COOP- Continuity of Operations Plan
 - Crisis Communication Plan
- We review, and update as needed, our related Policies and Procedures: various scenarios
- Staff and Manager on Duty receive training: 2023 Annual training is completed
- We complete drills throughout the year: 1st drill for this season was done 6/7/2023

Communication Tools



Phone Tree

Staff Directory

Staff Emergency contact

Daily Visitor Log

Extra Note: Staff are not to share information on social media or with any media outlet. All information must go through the VP of Communications.



Any
Questions?