



AGENDA
Commission on Aging and Disabilities
Thursday, April 11, 2024
Levy Senior Center, Library 3:00 PM

(I) CALL TO ORDER/DECLARATION OF A QUORUM

(II) APPROVAL OF MINUTES MEETING OF 3/14/23 MEETING

(III) PUBLIC COMMENT

A. There is no one signed up at this time

(IV) COMMITTEE REPORTS

A. ADA Committee updates

B. Dementia Friendly Initiative Updates

C. Long-Term Care Committee updates- this committee still needs a chair

(V) STAFF REPORTS AND UPDATES

A. Aging Well conference is May 17th. The Film Night will be the 9th and will be Night at Mister Kelly's

B. There will be a Power on Attorney Event on June 6th with CJE

(VI) UNFINISHED BUSINESS

none

- A. **Work Plans- Changes were voted on in the December meeting plans have been updated**

(VII) NEW BUSINESS

- A. **The time of the meetings was brought up - We can look at changing the time, but the meetings cannot be at before 9:00 am**

(VIII) COMMUNICATION

(IX) ADJOURNMENT

- A. **Next Meeting May 9th**

DRAFT



Commission on Aging and Disabilities

Thursday, March 14, 2024 @ 3:00 PM

Levy Senior Center, Library

**COMMITTEE MEMBER
PRESENT:**

Litrea Hunter, Chair; , Member; Donna Stevens, Member; Mark Karlin, Member; Cherie Lockett, Member; John Straus, Member;

**COMMITTEE MEMBER
ABSENT:**

[Katie Fasullo](#), Julia Pantoga, [Murphy Monroe](#), Adrienne Allen

STAFF PRESENT:

Amy Kellogg, Senior Services Division Manager
Rachel Stams, Senior Services Coordinator

1. CALL TO ORDER/DECLARATION OF A QUORUM: LITREA HUNTER, CHAIR

The meeting was called at 3:00 p.m. by Chair Litrea Hunter.

2. APPROVAL OF MINUTES MEETING OF 2/8/24 MEETING

Minutes were seconded and approved

3. PUBLIC COMMENT

No public Comment

4. COMMITTEE REPORTS

- Dementia Friendly Update
- LTC Committee- Update

5. STAFF REPORTS AND UPDATES

6. UNFINISHED BUSINESS

7. NEW BUSINESS

Sharon Stolz - Programs that North Shore Senior Center Provides and Issues that are seen and needed. Concerns about sending individuals home with out enough support.

8. COMMUNICATION/ COMMENTS FROM THE COMMITTEE

9. ADJOURNMENT

Next meeting April 11,2024

COAD-23-24 WorkPlan

2023-2024 Commission on Aging Disabilities Work Plan

Goal 1: Increase overall awareness of activities, services, and programs for older adults

Goal 1 Overall Objective	Activities	Resources	Constraints	Strategy & Actions	Measures of Effectiveness & Data	Time-frame
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COAD-23-24 WorkPlan

<p>1.1) To conduct 4 Commission of Aging and Disabilities (COAD) meetings in the community (i.e., Evanston Public Library, senior communities, long-term care communities, public venues, religious institutions, etc.) between January 2024 and December 2024.</p>	<p>1.1)Develop an open format by which community members can actively participate in the meeting</p> <p>1.2)Letter to introducing the Commission and subcommittees to go out</p>	<p>1.1) The ability of Commission members to be flexible to move to different community sites</p>	<p>1.1)• The order of business for COAD meetings will be altered to devote time to the concerns of community members</p> <p>1.2) COAD may not be capable of enforcing change relative to specific concerns</p>	<p>1.1)• Allow community members to write down questions, comments concerns during the meeting to be given to the Chair for feedback from COAD members</p> <p>1.2) • COAD will be given time to answer questions and brainstorm recommendations with community members</p> <p>1.3)• Referrals will be made for inquiries not able to be addressed by COAD</p>	<p>1.1)• Number of community members Present</p>	<p>1.1)• 4 COAD meetings held in the community by December 2024</p>
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COAD-23-24 WorkPlan

<p>1.1) To keep informed on who supports older adults and persons with disabilities provider agencies by having four agencies present resource information at 4 COAD meetings between January 2024 and December 2024.</p>	<p>1.1)• providers will present the most relevant resources provided by their agency</p> <ul style="list-style-type: none"> • providers will hand out information to explain services provided by their agency 	<p>1.1)• CEDA, RTA, Erie Health, Presence Behavior Health, North Shore Senior Center, Senior Connections, Metropolitan Family Services, etc.</p>	<p>1.1)• COAD must ensure that providers present information relative to the needs of Evanston Residents</p>	<p>1.1)• <i>When appropriate</i>, City of Evanston staff contacts providers, giving them an outline of topics to discuss during COAD meeting</p> <p>1.2)• providers will be asked only to provide information appropriate for Evanston residents</p>	<p>1.1)• Number of providers who provide information at COAD meetings</p>	<p>1.1)• A total of 4 providers to present at 4 COAD meetings by December 2024.</p>
<p>1.2) To participate in 4 activities to increase awareness of COAD between December 2023 and 2024.</p>	<p>1.2)• Develop articles for publication in local newspapers</p> <p>1.2)• Participate in local community events and</p>	<p>1.2)• Local newspapers</p> <ul style="list-style-type: none"> • Farmer's Market Not-For-Profit Day 	<ul style="list-style-type: none"> • N/A 	<p>1.2)• Call upon Ad Hoc committee to address public awareness and public relations</p>	<p>1.2)• Number of annual events where COAD participates by setting up a booth</p>	<p>1.2)• Participation in 10 community events by December 2024</p>

COAD-23-24 WorkPlan

	<p>inform community members about the COAD</p> <p>1.3)• Update senior services brochure semi-annually.</p> <p>• Update senior services website quarterly.</p>	<p>• Mayor’s Holiday Giveaway</p>		<p>events</p> <p>1.2)• Support the “grandparents raising grandkids” program</p> <p>1.3)• Participate in programs (i.e., Mayor’s Holiday Giveaway) to increase awareness of COAD</p>	<p>and/or distributing information about the COA</p>	
<p>1.4) Attend or view at least four advocacy events between June 2023 and December 2024 to stay informed on issues that require COAD advocacy.</p>	<p>1.4)• Develop correspondence with the City Council and other legislative entities related to issues</p>	<p>1.4)• Legislative Advocacy activities sponsored by local and state agencies</p>	<p>• N/A</p>	<p>• Opportunities for advocacy will be discussed at COA meetings, and volunteers for attendance at</p>	<p>• Number of advocacy events attended annually</p> <p>• Number of reports submitted to COAD</p>	<p>• A total of 2 Legislative Activities attended by December 2024</p> <p>• A total of 4 City</p>

COAD-23-24 WorkPlan

	<p>of advocacy when needed or requested •</p> <p>Attend one legislative activity annually and prepare and submit the report to COAD</p>	<ul style="list-style-type: none"> • The ability of COAD members to attend City Council/Ward meetings. 		<p>advocacy events will be requested</p> <ul style="list-style-type: none"> • Attendance of COAD members at City Council/Ward meetings • Announcement of COA's willingness to attend other meetings pertinent to seniors at the meetings as mentioned above 	<ul style="list-style-type: none"> • Number of correspondence sent to City Council and other legislative entities 	<p>Council/Ward Meetings attended by December 2024</p>
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2023-2024 Commission on Aging Disabilities Work Plan

Goal 2: Conduct and Support Community Educational Events

COAD-23-24 WorkPlan

Goal 2 Overall Objectives	Activities	Resources	Constraints	Strategy & Actions	Measures of Effectiveness & Data	Time-frame
<p>2.1) To complete 1 major community-wide educational event between December 2023 and December 2024</p>	<p>2.1)• Complete informal community assessment to gain insight on the most appropriate topic.</p>	<p>2.1)• The City of Evanston financial resources 2.2)• Professional expertise in COAD</p>	<p>2.1)• Finding exciting topics to appeal to all individuals who have disabilities and older adults</p>	<p>2•1) Promote presentations in senior housing buildings, long-term care communities, and other naturally occurring retirement communities</p>	<p>2.1)•Distribute surveys to measure effectiveness</p>	<p>2.1• Hold one event annually in the fall but not later than December 2024</p>
<p>2.2) To sponsor educational events in senior housing communities and other public venues between December 2023 and December 2024.</p>	<ul style="list-style-type: none"> • Collaborate with the Center for Disability & Elder Law to sponsor Power of Attorney presentations 	<p>.CJE Senior Life.Northshore Senior Center</p> <ul style="list-style-type: none"> • Center for Disability & Elder Law <p>Experienced/ professional COAD members</p>	<ul style="list-style-type: none"> • Securing qualified speakers to present who will not charge a fee • Reaching residents 	<ul style="list-style-type: none"> • Promote presentations in senior housing communities by distributing fliers • Posters to be 	<ul style="list-style-type: none"> • Distribute surveys to measure effectiveness 	<ul style="list-style-type: none"> • educational events to be conducted year-round by December 2024

COAD-23-24 WorkPlan

		<ul style="list-style-type: none">• Support of Housing Authority of Cook County and Housing and Urban Development Staff	individually in senior communities who would not otherwise leave the confines of their apartments due to limited mobility, Etc.	displayed in common areas of senior housing buildings		
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COAD-23-24 WorkPlan

2023-2024 Commission on Aging Disabilities Work Plan						
Goal 3: Conduct site visits to Evanston long-term care communities						
Goal 3 Overall Objective	Activities	Resources	Constraints	Strategy & Actions	Measures of Effectiveness & Data	Time-frame
3.1) Between December 2023 and December 2024, conduct meet-and-greet visits to 4 long-term care communities in Evanston.	<p>3.1)- Learn more about the resources and levels of care provided in each type of long-term care community</p> <p>3.2)- Utilize information gathered from site visits to educate residents and update the senior</p>	<p>3.1)- Willingness of long-term care community staff to allow COAD visits to learn more about each community and see how COAD and the LTC Communities can work together</p>	<p>3.1)- COAD does not have regulatory power and will reach out to the Long Term Care Ombudsman if more assistance is needed</p>	<p>3.1)- Work with LTC Communities and develop relationships to help identify constraints that the communities and residents may have</p> <p>3.2)- Have meetings or presentations in the facilities.</p>	<p>3.1) Meet and greet completed by December 2024</p>	<p>3.1) A total of 4 meet and greet completed by December 2024</p>

COAD-23-24 WorkPlan

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2023-2024 Commission on Aging Disabilities Work Plan

Goal 4: Providing Support and Building Relationships with Long Term Care Communities

Goal 4 Overall Objectives	Activities	Resources	Constraints	Strategy & Actions	Measures of Effectiveness & Data	Time-frame
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COAD-23-24 WorkPlan

<p>4.1) Work with 4 long-term care communities to identify needs and help provide those resources in December 2023 and December 2024.</p>	<p>4.1) Increase commission engagement in LTC communities</p> <p>4.2) Continued advocacy and support</p> <p>4.3) Finding out the needs of the facilities</p>	<p>4.1) Community resources and support</p> <p>4.2) The City of Evanston Survey to LTC communities to see what they need</p> <p>4.3) Department on Aging and Age Options</p>	<p>4.1) Ensuring that volunteers remain motivated while working in challenging environments</p> <p>4.2) The concerns of residents of long-term care communities can be overwhelming at times</p>	<p>4.1) Forming a relationship with the LTC facilities to identify their needs</p> <p>4.2) Work LTC facilities to help advocate and support them</p> <p>4.3) Regular meetings/training</p>	<p>4.1) Tracking our effort</p> <p>4.2) Feedback from LTC</p>	
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