

Fairfax Area Long Term Care Coordinating Council (LTCCC)

MEETING INFORMATION:

Committee Name:	Steering Committee
Meeting Location:	Fairfax County Health Department, Conference Room 206
Date & Time:	December 9, 2020, 12:00 p.m.
Note taker:	Patricia Rohrer and Tina Ciambuschini

ATTENDEES:

Rose Mario (Committee Chairman), Doug Birnie, Carolyn Cukierman, Denise Hyater, Steve Morrison, April Pinch-Keeler and Patricia Rohrer

AGENDA ITEMS ADDRESSED:

Agenda Item	Discussion	Outcome/Action Steps
Call to Order	The meeting was called to order at 12:00 p.m. by Rose Mario, Committee Chair.	
Motions to Proceed with an Electronic Meeting	<p>The Steering Committee of the LTCCC conducted a wholly electronic meeting because the COVID-19 pandemic made it unsafe to physically assemble a quorum in one location or to have the public present. The meeting was held via video and audio using Zoom for computer access and a toll-free telephone number for access via telephone.</p> <p>To assure public access, Rose Mario (Committee Chair) asked committee members to state their names and where they were joining the meeting from. The Committee Chairman passed the virtual gavel to LTCCC Chairman, Steve Morrison. The Committee Chairman moved that each member's voice was adequately heard by each other committee member, and specifically that each voice was clear, audible, and at an appropriate volume for all other members. The motion was seconded by Doug Birnie.</p> <p>Next the Committee Chairman moved that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for this committee to physically assemble and unsafe for the public to physically attend any such meeting,</p>	<p>The motion carried.</p> <p>The motion carried.</p>

	<p>and that as such, Freedom of Information Act (FOIA's) usual procedures, which require the physical assembly of the Steering Committee of the LTCCC and the physical presence of the public, cannot be implemented safely or practically. I further move that this committee may conduct this meeting electronically through a dedicated video and audio-conferencing line. The motion was seconded by Doug Birnie.</p> <p>Next the Committee Chairman made a motion that it is required that the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of the LTCCC's lawful purposes, duties, and responsibilities. The motion was seconded by Doug Birnie.</p> <p>The LTCCC Chairman Chair passed the virtual gavel back to the Committee Chairman.</p>	The motion carried.
Welcome new Steering Committee Member, Carolyn Cukierman	Rose welcomed new Steering Committee member, Carolyn Cukierman, who is chairing the LTCCC COVID-19 Impact & Response Committee.	
Approval of February 6, 2020 Meeting Notes	The summary notes from February 6, 2020 meeting were reviewed.	The February meeting summary notes were approved as written.
LTCCC Meeting Agenda Planning: January 13, 2021	The following agenda was agreed upon for the January 13, 2020 meeting. Thank Tisha Deeghan and welcome to Chris Leonard, outgoing and incoming Deputy County Executives for Health, Housing and Human Service. Presentation by Dr. Ben Schwartz, Director of Epidemiology, Fairfax County Health Department (to include information based on questions to be submitted in advance.) Report from LTCCC COVID-19 Impact & Response Committee by Carolyn Cukierman, Committee Chair. No Wrong Door (NWD) Reports: 1) Ombudsman activity during COVID-19; 2) Board's COVID-19 Plan for Older Adults. Assume that there are no committee reports except the one that is currently meeting. All presenters have been confirmed by Patricia.	Patricia to develop the agenda for the January 13 meeting, based on agenda agreed upon.
Discussion: During the Pandemic, should the LTCCC convene additional meetings during COVID-19?	Steve Morrison asked for committee member input about whether to hold additional LTCCC meetings and that the regular schedule of meetings has been paused due to the pandemic. It was agreed to schedule another meeting on April 7, 2021. Patricia mentioned that the health department is moving to a "all hands on deck" phase for vaccine dissemination and that she will likely be called to assist fulltime. Should that happen, we would not be able to move forward with the April meeting and would likely need so	Agreed to hold another LTCCC meeting on April 7, unless Patricia is activated for fulltime COVID-19 vaccine dissemination work; and to hold quarterly meetings

	suspend all LTCCC Committee work. She said that an exception may be able to be made for the LTCCC COVID-19 Impact & Response Committee and that she will keep the Steering Committee updated.	until we are past the pandemic.
LTCCC Meeting Agenda Planning: April 7, 2021	Agenda items for the April 7, 2021 meeting were shared. Presentations that were planned for LTCCC meetings, that had been cancelled due to the pandemic, were reviewed by referencing the February Steering Committee notes. It was agreed to ask the new Deputy Director of HHS, Chris Leonard, to share his vision and provide an update on the effect that the pandemic has had on the County's HHS system. It was also agreed to ask Aging Rainbows to present. There may be new updates from the Health Department about the pandemic that Dr. Schwartz or one of his staff could present. The LTCCC COVID-19 Impact and Response Committee will give an update on their work during the Committee Reports section of the agenda.	Patricia to ask Chris Leonard to share and reach out to the Executive Director of Aging Rainbows to reschedule their presentation for April 7. Carolyn Cukierman will provide an update from the LTCCC COVID-19 Impact & Response Committee.
LTCCC Meeting Agenda Planning: July 14, 2021	There was discussion that if a July meeting is held to include a county budget presentation, which is normally done at the July LTCCC meetings, and have a legislative update regarding state legislative issues of concern for older adults and adults with disabilities, focusing on pandemic impacts and needs. Another suggestion was to have a transportation presentation that the LTCCC/DSB Mobility & Transportation Committee would develop and present to the Steering Committee for consideration.	Agenda to be confirmed at March 4 LTCCC Steering Committee meeting.
Discussion: During the Pandemic, should LTCCC Committees meet other than the two that have met (COVID-19 Impact & Response; Government Affairs)	There was a discussion about whether LTCCC Committees, other than the COVID-19 Impact & Response and Government Affairs Committees, should meet during the pandemic. It was agreed to not schedule others at this time and that the only exception might be the LTCCC/DSB Mobility & Transportation Committee because it is staffed by Disability Services Board (DSB) staff in another agency (not the Health Department.) Doug asked Patricia to connect him to that staff person. It was also decided to send an email to all LTCCC Committee members that are not meeting, informing them that the LTCCC has not forgotten about their important work to be resumed later.	Doug Birnie will connect with the staff support person who supports the Mobility & Transportation Committee and request that a committee meeting be arranged. Steve and Rose to work with Patricia and craft an email for LTCCC Committee members.
Committees Updates	<u>COVID-19 Impact & Response Committee</u> - Committee Chair, Carolyn Cukierman, reported that the committee changed its name from New Normal to COVID-19 Impact & Response Committee. The committee is following the	Patricia to resend the survey to LTCCC members. Steve and

	<p>“North Star’ Strategy Planning Model, keeping the vision, mission and purpose of the LTCCC at the forefront. The committee is currently determining priorities for which to act upon, based on engaging thought leaders, scanning the environment and the LTCCC member survey results. There were 24 responses received from the 58-member LTCCC and Carolyn asked the Steering Committee whether they feel it would be helpful to resend as an attempt to obtain more responses. The Steering Committee agreed. Responses thus far and the environmental scanned shows that there is a gap in access for COVID-19 information for older adults and adults with disabilities without internet access or do not use virtual communication. Other inequities were noted for communities of color and some adults with disabilities. There is a need to foster coordination and collaboration for people left behind. The next committee meeting will define priorities from a large amount of information gathered by the committee. The committee looks forward to making a presentation at the January 13 LTCCC meeting.</p>	<p>Rose to provide input to the email that will accompany this.</p>
<p>Adjournment</p>	<p>The meeting was adjourned at 1:05 p.m.</p>	

Next Committee Meeting: Tentatively scheduled for Thursday, March 4, 2021, noon – 2:00 p.m. to be held virtually due to the COVID-19 pandemic.

Next LTCCC Meeting: Wednesday, January 13, 2021, 7:00 – 9:00 p.m., to be held virtually due to the COVID-19 pandemic.