

**FAIRFAX AREA LONG TERM CARE COORDINATING COUNCIL (LTCCC)**

**MEETING INFORMATION:**

<b>Committee Name:</b>	<b>COVID-19 Impact &amp; Response Committee</b>
<b>Meeting Location:</b>	Held Virtually, due to the COVID-19 Pandemic
<b>Date &amp; Time:</b>	Tuesday, January 19, 2021, 4:00 p.m.
<b>Note Taker:</b>	Samantha Younts and Patricia Rohrer

**ATTENDEES:**

Carolyn Cukierman, Committee Chair; Christine Amorosi, Doug Birnie, Jan Buchanan, Orlene Grant, Nadia Hoonan, Allegra Joffe Fahringer, Anita Light, Steve Morrison, Doris Ray, Patricia Rohrer, and Diane Watson.

**AGENDA ITEMS ADDRESSED:**

<b>Agenda Item</b>	<b>Discussion</b>	<b>Outcome/Action Steps</b>
<b>Call to Order</b>	The meeting was called to order at 4:03 p.m. by Carolyn Cukierman, Committee Chair.	
<b>Motions to Proceed with Electronic Meeting</b>	<p>The COVID-19 Impact and Response 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, Carolyn (Committee Chair) asked committee members to state their names and where they were joining the meeting from. The Committee Chair passed the virtual gavel to Diane Watson, to conduct confirmation of the following motions. The Chair 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 Steve Morrison.</p> <p>Next, the Chair 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, and that as such, Freedom of Information Act (FOIA's) usual procedures, which require the physical assembly of the COVID-19 Impact and Response 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</p>	<p>The motion carried.</p> <p>The motion carried.</p>

	<p>a dedicated video and audio-conferencing line. The motion was seconded by Jan Buchanan.</p> <p>Next, the Chair 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 Anita Light.</p> <p>Diane Watson passed the virtual gavel back to the Committee Chair.</p>	The motion carried.
<b>Approval of Summary Notes from January 5, 2021 Meeting</b>	The summary notes from the January 5, 2021 meeting were reviewed. This sentence was amended to read: "It was requested that older adults and adults with disabilities be considered for focused outreach under the County's COVID-19 High Risk Communities Task Force (HRCTF.)"	The summary notes from the January 5, 2021 meeting were updated with a revised sentence.
<b>Review of Committee's Work</b>	In the interest of time, this item as tabled.	Item tabled until a future meeting.
<b>Information Updates</b>	<p>First, Carolyn welcomed two new members to the committee: Jan Buchanan (Mount Vernon At Home Village) and Debi Alexandra (Specially Adapted Resource Clubs – SPARC). Carolyn reflected on the success of the committee report presented of the January 13, 2021 LTCCC meeting. The committee shared feelings of a productive meeting where questions asked by members were addressed and noted the positive reception to Carolyn's presentation of the committee's accomplishments. Carolyn next discussed the results of the survey of LTCCC members and said that these were highlighted in her report at the LTCCC meeting. Carolyn asked committee members to analyze the survey results and focus on the comments made by respondents; and that these may help guide the committee's work on inequitable communications and social isolation. She added that the committee will further explore and respond to survey results about the impact the pandemic is having on organizations' operations. Committee members requested having a copy of the PowerPoint that Carolyn used for her presentation; for a copy of the current LTCCC member list and for the PowerPoint presentation given by Allyson Pearce at the last committee meeting.</p>	<p>Patricia to email requested reference materials.</p> <p>Committee members to carefully review the survey results paying special attention to comments made by respondents.</p>

<p><b>Committee Action Plan</b></p>	<p>Carolyn guided a discussion to evaluate the ongoing committee actions and recommendations for Social Isolation as defined in the committee’s Action Plan that was sent to the committee prior to the meeting. It was suggested that LTCCC members who responded to an email that Patricia sent to them regarding whether their organization provides social isolation prevention activities for older adults/adults with disabilities, be invited to a committee meeting and share what they are doing. They, along with committee members organizations who are providing social isolation programs, would present what they are doing. After this, the next step will be to see if opportunities exist through collaborations among these organizations to expand to reach more people; or if individual LTCCC members would like to volunteer time to any of the programs. It was agreed to have the presentations at the next committee meeting. Orlene suggested and it was agreed that Carolyn and Patricia will develop three questions to guide the presentations and ask presenters in complete them in advance of the next meeting. It was agreed to consider a time frame of 5 – 7 minutes for each presentation. It was also agreed to invite the full LTCCC members to the meeting. Nadia Hoonan suggested that the Digital Access and Literacy Group be contacted regarding the first item of the Action Plan (Communications) and will connect Patricia with someone from that group to explore if there are synergies for collaboration or useful information for the committee to know about.</p>	<p>Carolyn and Patricia to develop three questions to guide social isolation presentations that presenters will complete in advance of the next meeting. Patricia to collect the responses and email to the committee in advance of the meeting.</p> <p>LTCCC members will be invited to the next committee meeting. Carolyn to draft an email and Patricia to send to them.</p> <p>Nadia to connect Patricia with a leader of the Digital Access and Literacy Group.</p>
<p><b>Future Committee Items</b></p>	<p>Carolyn shared that Patricia has arranged for her to meet with the Director of the Fairfax Area Agency on Aging for the purpose of determining how the committee can help with actions in the Board of Supervisors (BOS) COVID-19 Plan for Older Adults and to make sure that there is collaboration and not replication. Another future item will be to examine in more detail the survey results and develop additional actions, if warranted.</p> <p>Doug Birnie shared that he will attend the upcoming Fairfax County Federation of Citizens’ Associations and share his interest in a Community Navigator Program. He will also ask them how they are receiving and disseminating COVID-19 information to older adults and adults with disabilities in their neighborhoods.</p>	
<p><b>Adjournment</b></p>	<p>The meeting was adjourned at 5:33 p.m. Before being adjourned,</p>	

**Next Committee Meeting Date:** Tuesday, February 2, 2021, 4:00 - 5:30 p.m., to be held virtually due to the COVID-19 pandemic.  
**Next LTCCC Meeting:** TBD.