

FAIRFAX AREA LONG TERM CARE COORDINATING COUNCIL (LTCCC)

MEETING INFORMATION:

Committee Name:	Covid-19 Impact & Response
Meeting Location:	Held Virtually, due to the COVID-19 Pandemic
Date & Time:	Thursday, September 17, 2020, 4:00 p. m.
Note Taker:	Geo Coleman and Patricia Rohrer

ATTENDEES:

Carolyn Cukierman, Committee Chair; Doug Bernie, Jennifer Disano, Allegra Joffe Fahringer, Steve Morrison, April Pinch-Keeler, Patricia Rohrer, Chuck Thornton, and Diane Watson.

AGENDA ITEMS ADDRESSED:

Agenda Item	Discussion	Outcome/Action Steps
Call to Order	The meeting was called to order at 4:07p.m. by Carolyn Cukierman, Committee Chair.	
Motions to Proceed with Electronic Meeting	<p>The COVID-19 Impact & 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 Chairman passed the virtual gavel to Committee Member Chuck Thornton because the Assistant Committee Chair, Christine Amorosi, was unable to attend the meeting. The 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 Diane Watson.</p> <p>Next the 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, and that as such, Freedom of Information Act (FOIA's) usual procedures, which require the physical assembly of the COVID-19 Impact & Response Committee of the LTCCC and the physical presence of the public, cannot be implemented safely</p>	<p>The motion carried.</p> <p>The motion carried.</p>

	<p>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 Jennifer Disano.</p> <p>Next the 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 Jennifer Disano.</p> <p>Chuck Thornton passed the virtual gavel back to the Committee Chairman.</p>	The motion carried.
Approval of Summary Notes from September 3, 2020 Meeting	The summary notes from September 3, 2020 meeting were reviewed	The summary notes from September 3, 2020 meeting were accepted as written.
Committee Members Thoughts	<p>Carolyn did a Check In with the members and wanted to know their thoughts: Doug Birnie said that he appreciates the order in the meeting and believes the Committee is moving in the right direction. He is anxious to get to the substance of the committee. Jennifer Disano completed her homework early. She also appreciates the consistency and orderliness of the committee. Steve Morrison appreciates Carolyn's organization and believes the committee is moving in the right direction. April Pinch-Keeler is interested in the committee and especially the needs of those with disabilities and said that she is behind in her homework due to a family, wedding, baby shower and death. Chuck Thornton complimented Carolyn and said that people are hungry for solutions and believes it will be 2022 before we approach normalcy. Diane Watson appreciates Carolyn's orderliness. She added that there are things that need to be done like getting the news out to everyone and that anxiety comes with isolation and fear.</p>	
Progress on Action Item: Survey	<p>Carolyn said that the survey is still under development and asked committee member if names of responders should be collected. Committee members suggested that the survey be anonymous with an option to give name if they so choose. Demographics will be organized by services, services offered, operating status, number of people lost, etc. Financial impact will also be captured. Many questions will have an "other" option and an area for comments. In their own words, they will be able to express how they have been affected, shifts in relationships, changes in business operations (staffing, volunteers, etc.). They will also be asked to share working strategies and challenges that they face.</p>	Further review of the draft survey to take place at the next committee meeting.

<p>Progress on Action Item: Categories for Work</p>	<p>Referring to the Categories Document, Carolyn asked committee members to sign up for a group if they had not done so already, and email to Patricia their selection of category to work on. Carolyn said that she signed up for the inequities category. Groups that have only two members will meet either via phone, via email or zoom by the next meeting. Each category group is to determine the essence of the subject area. Patricia sent an email indicating that the Freedom of Information Act (FOIA) states that only two BAC (Boards, Authorities, Councils and Commissions) members can convene for work, whether in-person, phone, emailing or virtual. More than two constitutes a public meeting and would need to meet all legal public meeting requirements. For groups larger than two, to keep their work moving forward with the “essence” assignment, members should email Patricia separately with their “essence” assignment and she will collate into one document for the groups larger than two.</p>	<p>By the next meeting, sub-groups to meet as described and determine the essence of their category.</p>
<p>Progress on Action Item: New Committee Name</p>	<p>Members emailed their choices to Patricia and the name chosen for the committee going forward is: LTCCC COVID-19 Impact and Response Committee.</p>	
<p>Progress on Action Item: Emailing County Resource List to LTCCC Members</p>	<p>A column for a non-technical way to contact was added to the Fairfax County COVID-19 Resources for Older Adults and Adults with Disabilities document. Carolyn said that it will be sent to the LTCCC membership.</p>	<p>Patricia will email the Fairfax County COVID-19 Resources for older adults and adults with disabilities to the LTCCC membership</p>
<p>Input to Board of Supervisors for COVID-19 Older Adult Response Plan</p>	<p>Patricia shared that the Board of Supervisors (BOS) asked staff to provide a COVID-19 Older Adult Response Plan in the areas of social isolation and technology; and that she serves on the staff group gathering the information for the BOS. To provide input, Patricia asked for the committee’s input that will be added to input from Focus Groups also being held. The first question was, “What are some solutions to address technology challenges during COVID-19?” Answers included: comprehending the navigation and commands; folks do not know how to add new things; broadband access; YouTube videos are helpful teaching tools; people get devices, but they are not as intuitive as the manufacturers say that they are; when help is solicited the help is not usually patient; folks are fearful to download apps; there is an assumption that all want to have extra technology but many don’t; county could provide a “go to forum” via the libraries as a conduit to collaborate with tech training and having essential resource with the county; computers are intimidating; there are great</p>	<p>Patricia to share responses with the staff group that is collecting input.</p>

	<p>tutoring programs but if you don't know how to get to them, it is still problematic; accessibility and fear; identify resources that people can train from; develop technology customer service that exhibits patience.</p> <p>The second question was about solutions to address social isolation during COVID-19: Responses included: phone tree (calling group homes, etc.); a hotline to identify where to go for help; ramp up villages concept and mass mailing; call senior citizens at the neighborhood-level; have regularly scheduled programming, create regular opportunities; have a "we're all in this together" campaign with where to go for help; community phone tree; human contact (how to go in person to get anxiety down); remember minority community; a phone bank with a clear message; utilize students in need of volunteer hours to interact virtually with older adults since they have school- issued laptops.</p>	
Changing Committee Meeting Day	Committee members responded to a poll emailed by Patricia for a new meeting date; and the days and time chosen is Tuesdays from 4:00 – 5:30 p.m.	Going forward, the new meeting day and time to be on Tuesdays, 4:00 p.m.
Next Steps	Committee members to complete actions in "Action Steps" column which is the right-hand column on these notes.	
Adjournment	Meeting adjourned at 5:15 p.m.	

Next Committee Meeting Date: Tuesday, October 6, 4:00 - 5:30 p.m., held virtually due to the COVID-19 pandemic

Next LTCCC Meeting: TBD.