

**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, October 20, 2020, 4:00 p. m.
<b>Note Taker:</b>	Tina Ciambruschini and Patricia Rohrer

**ATTENDEES:**

Carolyn Cukierman, Committee Chair; Christine Amorosi, Doug Bernie, Matthew Coaquira, Orlene Grant, Allegra Joffe Fahringer, Anita Light, Steve Morrison, Patricia Rohrer, Chuck Thornton 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 4:00 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 Chairman passed the virtual gavel to Assistant Committee Chair, Christine Amorosi. 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 Steve Morrison.</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 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</p>	<p>The motion carried.</p> <p>The motion carried.</p>

	<p>electronically through a dedicated video and audio-conferencing line. The motion was seconded by Allegra Joffe Fahringer.</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 Chuck Thornton.</p> <p>The Assistant Committee Chair passed the virtual gavel back to the Committee Chairman.</p>	<p>The motion carried.</p>
<p><b>Approval of Summary Notes from October 6, 2020 Meeting</b></p>	<p>The summary notes from October 6, 2020 meeting were reviewed</p>	<p>The summary notes from October 6, 2020 meeting were accepted as written.</p>
<p><b>Committee Members Reflections</b></p>	<p>Carolyn expressed appreciation for how everyone has participated to bring us to where we are now, by doing the work that we set out to do, which was to determine what are the issues, impact and response for which we can make recommendations. She then asked the committee members to share their reflections since the last meeting about committee work. Christine Amorosi shared that she was sorry for her absenteeism from a few committee meetings, due to personal reasons. She had challenges from an elderly person who had COVID-19, then cancer and had to manage going from home care to palliative care to hospice. Doug Bernie stated that he agreed with Carolyn, that there was a lot of productivity over the past two weeks. He shared that he has a recommendation that most likely fits with the Relationships Category Subcommittee. Allegra Joffe Fahringer said that having a third person on the subcommittee was beneficial. Anita Light appreciated working on the Wellbeing Subcommittee and felt it was an interesting experience. On a personal note, she is recovering from COVID-19 and therefore paid particular attention to isolation issues. Steve Morrison was glad to see committee members involvement and was amazed at the depth of information. He thought Carolyn was doing a great job. Carolyn thanked him for the email that Steve sent to the LTCCC. Chuck Thornton had a good week and appreciated working with Diane. He mentioned it had been a pleasure to work with her in refining and defining the relationships category, and that they will be ready to present at the next committee meeting. He added that the Wellness Subcommittee needs to include those with mental health issues and shared that stress has exacerbated everything for everyone. Diane Watson said she</p>	

	has had a couple of busy weeks. She thanked Carolyn and Patricia for all they do.	
<b>Review of Committee's Work Direction and Approach</b>	Carolyn said that Patricia emailed the <i>Navigating Our Course</i> document, which contains the committee's purpose and focus. She shared that our scope and timeline was for March and remains projected through 2021; and that we are looking to explore how the pandemic experience has affected our organizations and individuals. We are trying to find out what works, what needed improvement, what will best propel us forward. Our "North Star" strategy includes the LTCCC vision for inclusivity and support of older adults and adults with disabilities and to identify needs and promote solutions that enhance lives. She said that we engaging thought leaders to set the course. We started in August and are scanning the horizon through our subcommittees. She said that the survey will be sent out to the LTCCC membership. Carolyn said that at each committee meeting she will review the committee's work direction and approach.	
<b>Progress on Action Item – Template for Category Groups</b>	Carolyn stated that completed templates were emailed to committee members for the Relationships and Well-Being Subcommittees.	
<b>Progress on Action Item – Survey Questions</b>	Carolyn and Patricia will take everyone's feedback that was provided and finalize the survey. Patricia mentioned that she was able to obtain an expert at the Health Department assist with the questions on the survey and that it was very helpful.	Carolyn and Patricia will finalize the survey, based on the feedback that was provided.
<b>Progress on Action Item – County Resources for Older Adults During COVID-19</b>	Carolyn said that the <i>County Resources Document for Older Adults during COVID-19</i> was disseminated twice to the LTCCC membership.	
<b>Progress on Action Item – Discuss Operations Category Group Essences to Retain</b>	Chuck shared that the Operations Subcommittee is still completing the template and will present at the next committee meeting. The completed template will include the "essences to retain."	The Operations Subcommittee will have their 'essences to retain' completed by the next committee meeting and will be included in their presentation.
<b>Progress on Action Items – Completing Template for Each Category Group</b>	Committee members received the templates and Carolyn shared that she is pleased with the progress by subcommittees.	

<b>Presentation Relationships Subcommittee</b>	Using the template, Diane Watson and Chuck Thornton presented a detailed account for the relationships category. The full report was distributed to the committee members in advance for their reference. The essence of the committee is to define what has been normal and identify paths to what is evolving as the new normal of living with COVID-19 as it relates to relationships. First, we must decide “what the what” is before deciding “what the how is.” They shared that all our groups are interrelated and intertwined and we will find duplicates of ideas and suggestions. Doug shared that he has a recommendation and drafted a position paper for a neighborhood navigators initiative, which he said is similar to Aging-in-Place Villages. He said that it likely fits in with the Relationship Category.	Committee members are asked to email any additional suggestions for the Relationships Template to Patricia.  Doug’s proposal will be added to the recommendations sections in the Relationships Template and will be emailed to committee members by Patricia.
<b>Presentation Well-Being Subcommittee</b>	Using the template, Diane Watson, Anita Light and Orlene Grant presented a detailed account for the Well-Being Subcommittee. The full report was distributed to the committee members in advance for their reference. Their presentation highlighted basic services affecting one’s physical, emotional, and psychological wellbeing such as: adequate housing, economic resources, healthy foods, social interactions on many levels, and access to healthcare .	Committee members are asked to email any additional suggestions for the Well-Being Template to Patricia.
<b>Adjournment</b>	Meeting adjourned at 5:32 p.m.	

**Next Committee Meeting Date:** Tuesday, November 10, 4:00- 5:30 p.m., to be held virtually due to the COVID-19 pandemic

**Next LTCCC Meeting:** TBD.