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**Maura J. Rossman, M.D., LHIC Co-Chair**  
**Health Officer, Howard County Health Department**

**Steven C. Snelgrove, LHIC Co-Chair**  
**President, Johns Hopkins Medicine Howard County General Hospital**

**Howard County Local Health Improvement Coalition**

Healthy Aging Work Group Meeting

November 28, 2016 – 2:45-4:15 pm

Barton A

**Minutes**

**Members Present:**

Jillian Anderson, Howard County General Hospital  
 Marsha Ansel, HC Mental Health Authority  
 Jennifer Asher, HC Commission on Aging  
 Courtney Barkley, HC Office on Aging and Independence  
 Karen Basinger, University of Maryland Extension  
 Renee Bitner, HC Health Department  
 Manuel Evangelista, AAA Physical Therapy  
 Bruce Fulton, Neighbor Ride  
 Carla Lawson, Howard Community College  
 Mary McGraw, The Village in Howard

Kelly McMillian, Howard Community College  
 Elizabeth Menachery, HC Health Department  
 Andrew Monjan, Transition Howard County  
 Tracy Novak, HC General Hospital  
 Maura Rossman, HC Health Department  
 Elizabeth Sebastio, Meals on Wheels  
 Kelly Scible, Howard Community College  
 Charles Smith, Dept. of Comm. Resources  
 Paul Verchinski, Howard County Citizens Association

**Guests Present:**

Rosimar Melendez, The Horizon Foundation

**Staff Present:**

Rhonda Jenkins, LHIC Program Coordinator  
 Kelly Kesler, LHIC Program Director

Topic/Agenda	Discussion	Action/Follow-up
<b>Welcome and Introductions</b>	Courtney Barkley called the meeting to order at 2:49 p.m.	
<b>Approval of Minutes and Announcements</b>	A motion to accept the agenda was made by Andrew Monjan and seconded by Elizabeth Menachery. A motion to approve the minutes as written was made by Marsha Ansel and seconded by Tracy Novak.	
<b>Horizon Bikeway Discussion</b>	Rosimar Melendez from the Horizon Foundation gave a brief presentation on the Bikeway initiative. The purpose of the presentation was to increase awareness of the initiative among HCLHIC members and request individual and organizational support.	A brief follow-up discussion will be held at the next work group meeting to address any additional questions the group may have. Group members may obtain more information about the Bikeway Initiative at <a href="http://www.thehorizonfoundation.org/hcbikeway/">http://www.thehorizonfoundation.org/hcbikeway/</a>

<p><b>Delegate’s Report/ Updates from Action Groups</b></p>	<p>During the work group meeting on October 24, 2016, two action groups were formed. Both groups met prior to the November 28, 2016 meeting and were asked to provide a summary of their actions.</p> <p><b>Action Group A:</b> Healthy Aging White Paper The purpose of this action group was to identify and create a summary report of existing needs assessments that have been done.</p> <p><b>Action Group B:</b> Resource Action Group The purpose of this action group was to compile existing resources that are available to provide information for the aging community and their caregivers in Howard County.</p>	<ul style="list-style-type: none"> <li>• Karen Basinger will send updated references she referenced to Rhonda Jenkins for use in the Healthy Aging White Paper. References requested <b>By Dec 12.</b></li> <li>• Charles Smith and Andrew Monjan will make updates to citations and the Healthy Aging White Paper will be resent to the group for review and final comment. Comments requested <b>By Dec 12.</b></li> </ul>
<p><b>New Business:</b></p>	<p>Kelly Kesler provided a brief review of the FY 18-20 planning timeline and shared updates to SHIP Measures with the Work Group. The update provided can be found at: <a href="http://public.tableau.com/shared/9HYXGMDHC?:display_count=yes">http://public.tableau.com/shared/9HYXGMDHC?:display_count=yes</a></p> <p>Both action groups met independently to discuss strategies for implementing an action plan. The groups were tasked with establishing target dates for completing potential outputs.</p>	<p><b>Action Group A Follow-up Action Items:</b></p> <ul style="list-style-type: none"> <li>• Group recommend finalizing white paper and including additional information about barriers faced <b>By December 12</b></li> </ul> <p><b>Action Group B Follow-Up Action Items:</b></p> <ul style="list-style-type: none"> <li>• Margaret (Peggy) Hoffman will schedule a meeting with Elizabeth Menachery to discuss CAREAPP and to get registered. In addition, Peggy will contact RTZE to inquire about cost of interfacing. <b>By December 2</b></li> <li>• Jill Kamenetz will inquire with the Office on Aging and Independence regarding adding LHIC’s logo to their agency’s resource guide. <b>By December 2</b></li> <li>• Sheila Palmiotto will look into having stickers or magnets made with the LHIC logo to promote the LHIC (coalition, website, Facebook, etc.). <b>By December 2</b></li> <li>• The Work Group Coordinator will draft a resource referral tool that could be used by community providers, etc. to offer quick and easy resource referral. <b>By next meeting</b></li> </ul>
<p><b>Wrap Up and Adjournment</b></p>	<p>The meeting was adjourned at 4:25 pm</p>	

**Work Group**

December 19, 2016 (Barton A)  
February 27, 2017 (Barton A)  
March 20, 2017 (Barton A)  
May 22, 2017 (Barton A)

**FULL LHIC**

January 26, 2017 8:30-10:30 am  
April 27, 2017 8:30-10:30 am  
June 22, 2017 8:30-10:30 am  
September 21, 2017 8:30-10:30 am

Respectfully submitted by  
Rhonda Jenkins  
LHIC Program Coordinator