

RUTH ANN BEIDEMAN, CHAIRPERSON
SALLY BEAUMONT
JAMIE MAGEE
PENNY ORNDORFF
CATHY PARKER



SCOTT PHILLIPS
LARRY SAVAGE
FRANCINE SHOCKLEY
FRAN SMITH
HELEN SMITH

Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County

Conference Planning Subcommittee Meeting

August 30, 2016

A meeting of the Conference Planning Subcommittee of the Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County was held on Tuesday, August 30, 2016, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, Georgetown, Delaware. The following members of the Advisory Committee were present:

Ruth Ann Beideman
Jamie Magee
Cathy Parker

Scott Phillips
Francine Shockley
Helen Smith

Other attendees included:

Katie Burritt
Anthony DeFranco
Karen Horton
Brandy Nauman

Linda Rogers
Brad Whaley
Amber Woodland

Call to Order

Ruth Ann Beideman, Subcommittee Chair, called the meeting to order at 1:30 p.m.

Approval of Agenda

A Motion was made by Scott Phillips, seconded by Jamie Magee, to approve the Agenda as posted. Motion Adopted by Voice Vote.

Approval of Minutes

A Motion was made by Jamie Magee, seconded by Scott Phillips, to approve the minutes of July 18, 2016, as distributed. Motion Adopted by Voice Vote.



Introductions

Ruth Ann Beideman asked that each attendee introduce themselves and advise if they were representing a specific agency or organization.

Planning for Annual Conference

- Randy Nelson is unable to serve as the moderator for Panel 2 – Assistance for Homeowners. Karen Horton was asked and agreed to fill the role of moderator.
- Tom Tipton will replace Sarah Dutton on Panel 1 – Housing Options.
- Anthony DelFranco proposed that there be a 10-minute period either before or after lunch for Bob Ruggio, President, RRR, LLC, to discuss a new continuing care center that is being planned on land near the CHEER Community Center in Georgetown. Because no other continuing care centers are being invited to address the conference, Amber Woodland suggested that Mr. Ruggio be asked to assist in sponsoring lunch, thereby providing him an opportunity to speak. Mr. DelFranco will contact Mr. Ruggio and advise Ruth Ann Beideman and Amber Woodland regarding the program.
- Anthony DelFranco will get in touch with the USDA to find out who from that agency will be participating on Panel 2 – Assistance for Homeowners.
- Paula Savini will represent Catholic Charities on Panel 2 – Assistance for Homeowners.
- Brad Whaley will reach out to First State Community Action to see if they will be sending a representative for Panel 2 – Assistance for Homeowners, and will advise Ruth Ann Beideman and Amber Woodland regarding the program.
- Karen Horton proposed that a “Save the Date” flier for the 2017 LIVE Conference be added to the packets, not including the theme, as this could change when the Committee begins planning for the event.

Conference Evaluation

- Two potential evaluation forms were reviewed, line by line, with the Committee selecting statements from each that they felt would provide the best information. Amber Woodland will combine the statements agreed upon by the Committee and redo the form.
- It was noted that a box was provided last year to collect the Conference Evaluation forms, but only about half of the attendees returned the form. Ruth Ann Beideman will stress to everyone the importance of completing the evaluation and turning it in, hoping for a better response this year.

- **The Committee agreed to include a list of four or five possibilities for topics for the 2017 conference on the evaluation form, and attendees will be asked which topic(s) they would like to see covered at a future conference.**
- **It was also suggested that a place be set aside on the Conference Evaluation to ask if anyone would be interested in volunteering for the conference or receiving email information regarding upcoming meetings, along with space to provide an email address for those who may interested.**

Advisory Committee Vacancy

Ruth Ann Beideman announced that one vacancy remains on the Advisory Committee in the 1st Councilmanic District, which serves the Bridgeville, Seaford, and Laurel areas.

Next Meeting

The next meeting of the Conference Planning Subcommittee will be held on Monday, September 19, 2016, at the Milton CHEER Center, 24855 Broadkill Road, Milton, Delaware, following the regularly scheduled Advisory Committee meeting.

Adjourn

A Motion was made by Jamie Magee, seconded by Helen Smith, to adjourn at 3:20 p.m. Motion Adopted by Voice Vote.

Respectfully submitted,

**Helen Smith, Acting Secretary
Conference Planning Subcommittee**