

**Cape Cod Hoarding Task Force
Executive Committee Meeting**

Monday, July 24, 2017

10:30am – 12:00pm

Innovation Room, Barnstable County Complex

3195 Main Street

Barnstable, MA 02630

Attendance: Kevin Grunwald, Harwich COA; Erika Woods, BCDHE; Lynn Mulkeen, BCDHE; Deb Scavotto, Smooth Moving for Seniors; Lori Miranda, Dennis Animal Control; Ali Gerry, BCDHE

1. Approve Minutes

Minutes from Executive Committee Meeting 5/22/17 approved.

2. General Updates

- a. The final report of the MassHousing Lee A. Mannillo grant is complete and has been sent. MassHousing has a mini grant available, the application is due Friday, August 4. Erika will be applying for this grant to be used for funding to provide more direct services.
- b. Cape Cod Health Care grant is ongoing and we will be using \$75 for social worker CEUs. Extra money left over will be used for books for BIT classes in Harwich and Provincetown. Any remaining money will be used to buy supplies. *The group later discusses purchasing a table runner with the CCHTF logo. It is mentioned that the remaining funds could be used for this instead of books and supplies.
- c. Upcoming Buried in Treasures groups include Falmouth, Mashpee, Provincetown and Harwich. There are no definite dates for the groups as of right now. Harwich BIT will likely begin late September and Kevin will be the facilitator.

3. Public Awareness Task Group Updates

- a. The sub-committee plans to reach out to schools early August to discuss PSA project with teachers. Further plans and progress will depend on schools' participation in the project. They will be meeting and planning separately from the executive committee.

4. Informational/promotional materials

- a. The group would like to design a new brochure (rack card) for the task force. Erika will email an image of the current brochure to the executive committee for input on changes to be made and design ideas. The group is also working on a fact sheet. There is currently a draft version. It was suggested that Patty help with the final version because of her experience in creating informational/promotional material. The group agreed that more of the smaller events should be listed, including: the Yarmouth elder services event, the Provincetown event, radio interview and BIT groups. The finished fact sheet

will be posted online and distributed to the public (libraries, elder services, events) along with the rack card.

- b. The group discussed redesigning the trifold presentation board that is brought to events and purchasing a brochure rack and table runner. These investments will help with professional presence at events. Lori asked for an email copy of the logo and offered to get an estimate on a table runner. Erika suggested the remaining money from Cape Cod Health Care to be put toward purchasing the table runner. Paul recommended an ocean/light blue table cloth with a darker blue font, having contrast is important for elders.

5. Public Panel Events

- a. A Mashpee panel discussion, similar to Orleans, is being planned sometime between August 21 and September 15. Ali has been in contact with Mashpee Council on Aging and Mashpee Public Library as possible venues. Mashpee Council on Aging preferred a time of 2:30 – 4:30 however, the committee strongly agrees on a later time to accommodate audience members work schedules. Mashpee Library will be in contact with possible dates. Ali will inform executive committee members and potential panelists as soon as a date is confirmed. Erika offered to facilitate the event and Deb, Lori and Kevin offered to be panelists depending on the determined date. Other potential panelists include: BIT Falmouth facilitator, one BIT grad and one person from CLA.
- b. The executive committee is interested in collecting information on how attendees learn about our events. A brief evaluation will be given out to determine where people travel from and how they heard about the event. This information will be useful when planning future events.

6. Level 2 Intervention Training

- a. Level 2 trainings are scheduled for August 17 and September 28. Registration for the events started off strong but has since slowed. The committee has enough volunteers for both events. Deb offered to pick up Jesse Edsell-Vetter the morning of the September 28 event, someone is still needed for August 17.
- b. Nursing CEUs were approved for the event and we are still waiting for approval on social worker CEUs. There will be two separate evaluations for the different CEUs. To avoid confusion, Erika will put a slide at the end of the PowerPoint explaining the two different evaluations. Deb suggested that for future level 1 trainings we send information to nursing programs.

Meeting Adjourned at 12:00PM.