



## RAC HEALTH CARE COMMITTEE MINUTES

July 28, 2022

Freedom Plaza Conference Room

Chair Janet Warren called the meeting to order at 10:00 a.m.

Former members present: Carl Bohnenkamp, Brigid Guarino

New members present: Betty Schuppert, Rebecca Batson, Susan Baker, Emily Lahti, Ron Sweet, Tom Altschuler.

Freedom Plaza: Director of Resident Services, Lisa Frank

The roll call confirmed a quorum with 100 per cent attendance with nine members attending. The six new members who volunteered to serve on the Health Care Committee were welcomed to the group. Former and new members shared background information about themselves. New members checked the contact list for additions or corrections to personal data.

The Agenda was reviewed and approved by the members.

The June 2022 Minutes were approved via email as reviewed by the 2021-2022 members.

### **Chair's Report: Janet Warren (Chair, Secretary, RAC Liaison)**

Chair Warren distributed a summary of all the activities and action taken by the Health Care Committee from July 2021 until July 2022 as related to the Mission Statement and six Goals and made references to the information and displays as she made a presentation to the members. This was a means of informing the new members about the Committee's accomplishments and to use this information as an evaluation as well as a spring board for planning the coming year. The two-sheet compendium "2021-2022 Activities of the RAC Health Care Committee" is included as an attachment to the minutes.

She also presented an overview of possible intended projects for the coming year and suggested to members to study the content to be ready to plan accordingly for the 2022-23 year when the group was slated to meet again August 11:00 at 10:00 a.m. in the Fourth Floor Conference Room.

There is a need to develop a short-range organizational plan for the new year which includes a research of needs, goals related to the Mission Statement, measurable objectives, a 2022-23 timeline and means of evaluation. This will involve pooling ideas of members and determining feasibility of implementation, given environmental circumstances and availability and skills of the membership.

**Directors Report: Lisa Frank**

Director Lisa Frank addressed the group in relation to serving as the Department Resident Services Director and working in concert with the Committee to fulfill the Mission to ensure health care information and access to services are available to residents. She has been a valuable resource and has provided supportive guidance for the Committee throughout the year.

**New Business: Election of Officers**

After each member shared information about their lives and reasons for joining the RAC Health Care Committee the order of business continued to elect a Committee Chair and Secretary for the 2022-23 year.

The job of the chair will be to work collaboratively with all to ensure that progress with planned activities and events are accomplished in a timely and efficient manner and to coordinate with the Director of Resident Services and members the various activities planned in relation to the Mission and Goals. There can be subcommittees who would be in charge of projects under the guidance and approval of the Chair and Director.

The secretary records, writes and submits the minutes each month to the members for approval and sends minutes to the RAC Executive Board in a timely manner. Minutes and business will follow Roberts Rules of Order. Distribution of surveys, newsletters, brochures or anything else that is intended for distribution to residents must be approved first by the RAC Executive Board, as the Committee operates under RAC guidelines.

Emily Lahti nominated and Ron Sweet seconded Janet Warren for Chair. As there were no further nominations, Janet Warren was elected Chair.

Rebecca Batson volunteered to be Secretary, but left the meeting before election proceedings could be completed. Election of a secretary will take place at the August meeting.

Tom Altshuler offered to give monthly copies of the Harvard Review, a health-related newsletter, to the Freedom Plaza Library. The Chair will contact the library for him to see if they would like this donation.

There being no further business the meeting was adjourned.

Respectfully submitted,

Janet Warren, Chair and RAC Liaison