

SALLY BEAUMONT, CHAIRPERSON  
RUTH BEIDEMAN  
JAMIE MAGEE  
JAMES MOSELEY  
PENNY ORNDORFF  
SCOTT PHILLIPS



LARRY SAVAGE  
FRANCINE SHOCKLEY  
ANNA SHORT  
FRAN SMITH  
JOHN WILLIAMS

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

### Conference Planning Subcommittee Meeting

June 26, 2014

A meeting of the Conference Planning Subcommittee of the Advisory Committee on Aging & Adults with Physical Disabilities for Sussex County was held on June 26, 2014, at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, Georgetown, Delaware. The following members of the Advisory Committee were present:

Sally Beaumont  
Ruth Ann Beideman  
Francine Shockley

Other attendees included:

Nancy Broadhurst  
Lisa Celik  
Linda Forte  
Ann Gorrin  
Virginia Hurd

Randy Nelson  
Linda Rogers  
Doris Schonbrunner  
Amber Woodland

### Call to Order

Sally Beaumont, Chairperson, called the meeting to order at 10:00 a.m.

### Approval of Agenda

A Motion was made by Linda Rogers, seconded by Amber Woodland, to approve the agenda as presented. Motion Adopted by Voice Vote.

### Introductions

Everyone introduced themselves and stated what organization they represented.

### Planning for Annual Conference

Sally Beaumont distributed and reviewed a tentative schedule for the conference.

It was noted that Rita Landgraf, Secretary of the Delaware Department Health and Social Services, has accepted the Committee's invitation to speak at the conference.

**Conference Planning Subcommittee Meeting**

**June 26, 2014**

**Page 2 of 3.**

Randy Nelson and Sally Beaumont met and discussed promotion of the conference. They agreed that many people attended last year's conference because of concerns the public had in regard to implementation of the Affordable Care Act. The question was raised as to whether an update on the Affordable Care Act should be included at this year's conference. Discussion was also held regarding hospital admission and discharge planning, and whether the Committee would want to invite a hospital CEO to speak again this year. Amber Woodland mentioned the growing problem of patients being admitted to the hospital under "observation" and Medicare not paying for their stay. As this topic was discussed, it was decided to change the 1:30 to 2:00 p.m. time slot to reflect a presentation entitled, "Does the Affordable Care Act Affect Seniors?" Suggestions of those to invite included the Director (Lakia Turner) and Assistant Director (Janae Aglio) of the Delaware Medicare Assistance Program. Ruth Ann Beideman agreed to contact Lakia Turner as to participation in the conference.

Nancy Broadhurst is sending Sally Beaumont information about the Tri-State Advocacy Program. The importance of raising a sufficient number of issues to create interest in the conference similar or greater than last year was emphasized.

A moderator needed for the panel from 11:00 a.m. to 12:00 noon was discussed. Randy Nelson was recommended and agreed to be the moderator.

Marketing was the next issue discussed. Several marketing outlets were suggested including Comcast Newsmakers, Milford Live, newspapers, and radio talk shows. It was proposed that Randy Nelson, Amber Woodland, and Sally Beaumont work with marketing and appear on live programs as much as possible. Due to the late start last year, Randy Nelson will also work with Chip Guy, Sussex County Communications Director, to establish better procedures for publicizing the conference earlier this year, and he is open to other ideas as well. The email list from last year was saved and can be utilized again this year. If anyone has suggestions for additions to the email list, please advise Sally Beaumont or Randy Nelson. It is the goal of the Committee to use news articles instead of paid advertising.

A group which was not concentrated on last year was the senior/CHEER centers. The Committee is seeking one person to be a liaison to each center this year to do a presentation and answer questions about the conference, as well as assist with registrations on-site. Lisa Celik will email each of the centers regarding the conference, and the following persons agreed to be liaisons at the designated center:

Amber Woodland - Nanticoke Senior Center  
Ruth Ann Beideman - Milford Senior Center  
Randy Nelson - Ocean View CHEER Center  
Doris Schonbrunner - Harrington Senior Center  
Sally Beaumont - Indian River Senior Center  
Linda Forte - Laurel Senior Center  
Linda Rogers - Georgetown CHEER Center

At the July meeting of the Advisory Committee, members will be asked to fill in as liaisons for the remaining centers.

**Conference Planning Subcommittee Meeting**

**June 26, 2014**

**Page 3 of 3.**

Sally Beaumont and Christine Steele are meeting the week of June 30 to work on a prospective vendor list and method of contact.

Sally Beaumont, Randy Nelson, Scott Phillips, and a representative from Dover Rent All are meeting July 14 at 12:00 noon to develop a floor plan for the conference, which will be presented at the next regularly scheduled meeting of the Advisory Committee.

Discussion was held regarding persons needed to introduce conference speakers and someone to keep everything on schedule. A designee is also needed to be in charge of welcoming speakers, showing them where to go, and providing water for each of them. It was agreed that individuals assigned to picking up questions from conference participants will keep speakers on schedule, in addition to reading questions from the public.

The recommendation was made to obtain all PowerPoint presentations prior to the conference, and that Scott Phillips be asked to combine them into one large PowerPoint, with a copy being made available for each person to follow along, make notes, and take with them for future reference. Other printed materials could be also obtained in advance and copied for attendees.

Another idea presented was for each vendor to donate a door prize to be awarded at the end of the conference. Everyone was reminded that both Advisory Committee and Conference Planning Subcommittee members are to bring in a gift certificate for a basket, or possibly two baskets.

There was discussion about signing-in the day of the conference, and it was decided that additional help will be needed. The alphabet will be divided, balloons will be used to designate alphabet areas, and folders will be alphabetized. Francine Shockley and Fran Smith are in charge of participants signing in.

Lisa Celik and Sally Beaumont are working on tote bags.

Doris Schonbrunner and Lisa Celik are making up pre-printed name tags which will include a symbol with the person's lunch selection on each tag.

**Next Meeting**

The next meeting of the Conference Planning Subcommittee is scheduled for Monday, July 21, 2014, at 11:30 a.m., immediately following the regularly scheduled Advisory Committee meeting at the Sussex County Administrative Offices West Complex, 22215 North DuPont Boulevard, in Georgetown.

**Adjourn**

A Motion was made by Francine Shockley, seconded by Lisa Celik, to adjourn at 11:30 a.m. Motion Adopted by Voice Vote.

Respectfully submitted,

Ruth Ann Beideman  
Committee Member