

# Fluvanna Partnership for Aging

SPECIAL CALLED MEETING

**Thursday, February 20, 2014 4:00 -5:30 PM**

At the Fluvanna County Library

1. Call to Order
2. Consideration of Minutes

Items for Discussion:

3. Coordinated Recruitment Plan
  - a. Message and information update
    - County Of Fluvanna Website Update for Committee Description for potential appointees
    - Review of By-Laws as it relates to Website Committee Update
    - Role of Triad with Partnership
    - Review of Recruitment Flyer
  - b. Report on Current Distribution of Recruitment Flyer
    - Fluvanna Fan Mail
    - Focus Group Email Distribution
    - Board of Supervisors
    - JABA
    - Lake Monticello Parents Association
    - Lake Monticello Flyer
    - Focus on Fluvanna
    - Youth Advisory Council
    - Lake Monticello New Comers and Old Friends
    - Other, report on other distribution
  - c. Establish team approach coordinated recruitment plan with assigned outreach tasks with target dates for completion.
    - Further distribution of flyers
    - Churches
    - Other committees and groups to talk to
    - Local tv
    - Encourage Board of Supervisors to solicit potential appointees.

- d. Develop orientation process and information packet for new appointees
  - Once appointed a letter of board approved committee appointment copied to chair of appropriate committee within a certain time period.
  - County Administrator expressed desire to have consistent orientation packets. Please refer to Parks and Recreations orientation packet, any comments or suggestions.
  - Consider broader Fluvanna County Orientation, introduction to County Administrator, website tour, other committees, etc.
  - Deadline for completion
4. Communication and Information Sharing for Partnership/Development of Database for Fluvanna Citizens 55+
  - a. Collaborate and Update via Google Docs
  - b. Senior Services page on County Website
  - c. Print publication
  - d. Update on Yellow Book and electronic version
  - e. Next steps with time line commitments.
5. Triad Update
6. Other
7. Schedule for next meeting (subcommittees) and first Quarterly Meeting in March.

Thank you for your contributions and participation.

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