MEETING MINUTES  
Northwest Council  
Northwest District  
5/27/2021  
Teleconference

<table>
<thead>
<tr>
<th>Gina Baker</th>
<th>Present ☐</th>
<th>James Evans</th>
<th>Present ☐</th>
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<tbody>
<tr>
<td>Teresa Hall</td>
<td>Present ☐</td>
<td>Winfred Jones</td>
<td>Present ☒</td>
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<td>Rita Poff</td>
<td>Present ☒</td>
<td>Raymond Sullivan</td>
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GUEST(S)
- Lori Berndt, Regional Ombudsman Manager
- Sharon Searcy, NW FL Director of Planning
- Kim Wiedeman, NW District Ombudsman Manager

OPEN SESSION
- Called to order at 9:30AM  
  Quorum Established: ☐ Yes ☒ No
- Open Session Statement  
  Minutes Approved: ☐ Yes ☒ No (2/29/2021)

UPDATES/REPORTS
- **Council Chair Rita Poff**
  - Open/Closed Statements.
  - First assessment of the year completed
  - Direct Deposit – Info will be deleted if no travel submitted for 6 months. For reimbursement, we ask that you resubmit a new direct deposit form.
  - Travel reports will be due no later than Monday, June 25th (end of fiscal year)
  - Hurricane Readiness: update emergency contact if needed.

- **District Ombudsman Manager Kim Wiedeman**
  - Revised Assessment Form – COVID PPE’s, psychological needs, or ongoing issues.
  - Requested the Ombudsmen to notify the council if they would not be able to conduct their assessments before September 30th, 2021.
  - Asked if anyone was able to go Milton, Destin or Fort Walton Beach area to assist with conducting assessments
  - Recruiting suggestions appreciated. Drop off volunteer pamphlets at doctors, mechanics, churches, realtors, etc. include time spent on monthly activity form.
  - Meeting location for June and ongoing will take place at Pensacola Library Conference Room 239 North Spring Street Pensacola, FL 32502
- **State Council Representative Raymond Sullivan**
  - Forward any concerns or topics you would like to be discussed during the State Council Meeting scheduled for June 2nd.
  - Requested that the State & Legislative Committees be conducted via TEAMS and not telephonic.

- **Agency Representative**
  - Area Agency on Aging, Sharon Searcy, WEAD Virtual Event 6/15/21 at 10AM

- **Regional Ombudsman Manager, Lori Berndt**
  - Reviewed limited mental health license and will conduct a training in the future.
  - Confirmed 2021 Training Hours will increase to 18 hours beginning 10/1/21
  - Voice Amplifiers ordered to assist with residents who may having hearing difficulties
  - In-person State Ombudsman training is tentatively scheduled for October 2021

- **TRAINING**
  - Review Consent Flow Chart – Review proper procedures when obtaining consent. Do not bypass the resident.

- **ANNOUNCEMENTS**
  - Deborah Pitts has resigned. She will be missed.
  - Office relocating to the Chappie James building in Pensacola on Government Street. We will be co-locating with CARES. Estimated time will be in November or thereafter.
  - Mr. Phillips spoke at the Senior Summit and was nice to see that he was given the spotlight!

- **NEW BUSINESS**
  - Facilities should be allowing community activities and dining.

- **PUBLIC COMMENTS**
  - None

- **ADJOURNMENT**
  - Open session adjourned at 12:02 pm