



Town of Lyons
Human Services and Aging Commission (HSAC)
January 8, 2019

Attendees:

Commissioners: Amy Reinholds (Co-Chair), Meg Waters (Scribe), Crystal White, Ellen Keane, Andrew Moore

Liaison: Lori LeGault (Town Staff)

Guests: JJ Hoffman (Lyons Fire Chief), Bill Crist (Lyons Police Chief), Victoria Simonsen (Town Administrator), Tamara Green (Lyons town staff), Sam Black (TruPACE)

General Business

- Minutes from November are approved.
- **Vulnerability list**
 - (Tamara Green) There's a sheet for people to fill out. It went out in the Lyons utility bill and is also available at town hall.
 - (Lori LeGault) Audrey collects the forms and Lori puts them into a spreadsheet. Lori then calls the individuals to confirm it's OK to share their info with fire and sheriff's department personnel.

Liability questions

- (JJ Hoffman) We need to make sure it's clear we're not guaranteeing any particular response. The purpose is to assist first responders. It's a resource for Fire Department and Sheriff's Office personnel, but that doesn't guarantee they will be able to get to the individual to help.
- (JJ) We also need to make clear that this information will not be available to the general public, but will be available to first responders. Can we also share with Lyons Prepared group?
- (JJ) We should ask the town attorney whether we need a signature on disclaimers stating that information will be shared with these groups. Is verbal approval enough?

List use

- (JJ) The Fire Department has an app called lamResponding. It's map-based and shows history and notes about each address, to give context when a call comes in. It would be very handy to have Vulnerability List information in lamResponding for residences of people on the list.



List participation

- (Lori LeGault) There are currently 9 people on the list.
- (JJ) We need to include people with special needs, as well as seniors.
- (Sam Black) TruPACE has a risk assessment that asks questions like: Is the person ambulatory? Do they have a caregiver or transportation? Do they have mental deficits? Are they on oxygen? TruPACE then uses these criteria to rate the individual's vulnerability in an emergency—level 1, level 2, level 3. Level 1 indicates people most at risk.
- (Sam) Sam will share that criteria with JJ.
- (Bill Crist) If Fire Department or Sheriff's Office gets a call about being included, they are happy to reach out to Lori with contact information.

How do we connect with people?

- It should become habit to ask people about joining the list when they first sign up for town utilities.
- It would be great to communicate through the schools. We would need to offer information in multiple languages.
- E-blast to town list
- Hand out forms at concerts and the ice rink.
- We should come up with a flyer.
(JJ) Use 'tier' language from TruPACE. Do you know someone in a wheelchair, on oxygen, etc? When power is out, will oxygen continue? This is why we want your information. Play up the peace of mind angle.
- Flyer could be placed at the post office, but a town employee would have to take it over.
- For rural areas, we can contact the road boards.
- We should publish a larger article in the local papers and Lyons Happenings that also provides info on KnoxBoxes.

How do we keep the list updated?

- (JJ) In an emergency, they will expect vulnerable people to live at houses indicated on the list. Maybe Lori can check in with them twice a year to make sure their info is still accurate?
- (JJ) It works well to have Audrey and Lori try to maintain the list together. The Fire Department very much appreciates this resource, but they don't have the bandwidth to reach out to people regularly to keep the list updated.
- (Lori) Lori could call each person on the list twice a year, to be sure they still live in that location, still have the same needs.

Also: KnoxBox [<https://www.knoxbox.com/commercial-knoxboxes/>]

- (JJ) It's a small safe that mounts on the side of a building that the Fire Department has access to. It contains a key to the building, plus notes about individuals' special needs, contacts, etc.
- (JJ) Anyone in Lyons Fire Protection District can go to the website and order one. JJ will approve, then the box will be mailed. The Fire Department will install it and lock it up.
- (JJ) Cost is about \$300. The Fire Department owns a few, but they're all loaned out right now.



- (JJ) New code requirements mandate that all new commercial buildings have them. Code changed about four months ago. They're also required on all private residences over 5,000 square feet, or private residences that are gated.
- (JJ) But the fire department encourages all homeowners to have one, especially if a vulnerable individual is living there.
- Perhaps the Fire Department could apply for a Lyons Community Foundation grant to buy more KnoxBoxes?
- (JJ) If someone wants a KnoxBox but can't afford it, they should contact him.
- **2018 HSAC accomplishments**
 - (Victoria Simonsen) Emily Dusel did an excellent job of presenting our 2018 accomplishments to the Town of Lyons Board of Trustees.
 - (Victoria) The board is still working on changing the HSAC name.
- **Affordable housing**
 - (Amy Reinholds) Hopefully affordable housing will take off in February. That's when Summit finds out whether they will get their funding.
 - (Victoria) The town has seen an increase in the number of people calling to ask how to apply for affordable housing.
 - Summit wants to serve flood-impacted first, and will do so as long as they can stay within federal Fair Housing guidelines.
- **Homelessness**
 - (Bill Crist) The Sheriff's Office has seen an increase in the homeless population.
- **Mental health**
 - In the event of a mental health crisis, please call the dispatch line (911 or non-emergency). 441-4444.
 - (Ellen Keane) Mayor Connie Sullivan is having conversations about getting the pharmacy reopened. It's possible there could be a 'minute clinic' in that space as well.
 - (Ellen) Potentially a mental health provider could come into space in the Stillwater Clinic as well.
 - (Andrew Moore) Discussing with Mental Health Partners. Amanda Bushek doesn't think they're likely to bring someone to Stillwater, as they are not currently expanding services.
 - (Sam Black) Sam will find out who the new Senior Reach contact is for the Lyons area.
 - Maybe if we can find a transportation solution, we can get Lyons-area residents to Mental Health Partners in Boulder or Longmont.
- **Utilities**
 - (Victoria) Need to reiterate for the new year: Low-income utility assistance. New income level thresholds at the federal level (HUD) have changed who can get help with utility bills. Also, the town's wastewater price increase may affect some folks.
 - (Victoria) People can always come in and ask the town about help with utilities.



Action Items

- (Lori LeGault) Talk to the town attorney to confirm that we're following HIPAA and to approve the wording of the liability disclaimers.
- (Lori) Give the list we already have to the Fire Department and Sheriff's Office.
- (Meg Waters) Create flyer on vulnerability list.
- (Town staff) Distribute flyer at town functions—ice rink, concerts.
- (Town staff) Hang flyer around town—grocery stores, coffee shops, churches, Clark's Hardware.
- (All) Brainstorm other locations.
- (Town staff) Have post office hang it up.
- (Meg) Write longer article for town papers and Lyons Happenings, on the vulnerability list and KnoxBoxes.
- (Ellen) Lori and Ellen will meet to organize this year's Goodwill Fund.
- (Lori) Add preparedness to a speaking engagement at Walt Self? Include lessons like how to use fire extinguishers.

Next Meeting:

Tuesday, February 12, 3:30pm-5pm.