

**MINUTES OF REGULAR MEETING  
REGION XII REGIONAL ADVISORY COUNCIL**

Wednesday, January 13<sup>th</sup>, 2016  
10:30 am – 11:43 a.m.; Telephone Conference

**CALL TO ORDER:** John Bade, Chairperson, called the regular meeting of the Region 12 Regional Advisory Council (RAC) to order at 10:32 am.

**ROLL CALL:** Bert Roy, Vice Chairperson, called the roll. It was determined that there was a quorum.

<b><u>RAC Members Present:</u></b>	<b><u>Jan</u></b>	<b><u>May</u></b>	<b><u>Jun</u></b>	<b><u>Sept</u></b>	<b><u>Nov</u></b>
	* = Voting Members for meeting				
Coni Aguilar-Optimal					
Corina Aragon-Summit Co. Alt.					
Gary Armes-Jackson Co.	X				
John Bade-Eagle Co.	X				
Anne Crane-Summit Co.	X				
Commissioner Steve Child-Pitkin Co.					
Commissioner Patti Clapper-Pitkin Co.					
Steven Ladin-Summit Co.	X				
Judy Lantz - Grand Co.					
Geni Garcia-Optimal					
Lesley Janusz-Grand Co.	X				
Peg McGavock-Pitkin Co.					
Terry Myers-Jackson Co.	X				
David Pearce-Optimal	X				
Bert Roy-Eagle Co.	X				
Seth Sachson-Pitkin Co. Alt.					
Gayle Stephenson-Jackson Co.	X				
Debby Sutherland-Optimal	X				
Sr. Coordinator Optimal Alt.(Eagle Co)-Carly Rietmann	X				
Sr. Coordinator Optimal Alt.(Grand Co)- Lisa Jonas					
Sr. Coordinator Optimal Alt.(Jackson Co)- Wendy Petefish	X				
Sr. Coordinator Optimal Alt.(Pitkin Co)-Marty Ames	X				
Sr. Coordinator Optimal Alt.(Summit Co)-Lorie Williams	X				

**NWCCOG Staff Present:**  
Erin Fisher, Director NWCCOG-AlpineAAA

**INTRODUCTIONS OF NEW RAC MEMBERS:** John introduced Erin Fisher, as the new Alpine Area Agency on Aging Director, and Amanda Rens-Moon as the new Alpine Area Agency on Aging Program Specialist.

**AMEND/APPROVE AGENDA:** No additional items were added to the meeting agenda. *Motion* by Anne Crane to approve agenda; *second* by Bert Roy. All members voted *aye*.  
**Motion carried.**

**REVIEW/ACCEPT MEETING MINUTES:** No additions or revisions were requested for the November 4<sup>th</sup>, 2015 meeting minutes.  
*Motion* by Steven Ladin; *second* by Terry Myers to accept the November 4<sup>th</sup>, 2015 regular meeting minutes as presented. All members voted *aye*.  
**Motion carried.**

## **RAC OPERATIONS**

### **Discussion Items**

**Follow-up on Appeals Process and FY 16/17 Contracts** – Erin Fisher informed the council of two appeals to the 2016 funding determinations. Summit County Community and Senior Center requested reconsideration for their Information and Assistance program. As a result of the appeal, Alpine AAA determined to fund Summit County at the previous fiscal year's amount of \$6750 for this service. Grand County Rural Health Network also appealed for Options Counseling services. Alpine AAA awarded them funding at the previous fiscal year amount of \$16,210. These appeals seemed to stem from confusion over verbiage, timelines, and staffing issues. Erin and Jean Hammes, prior Alpine AAA Director, felt comfortable issuing this funding, as both providers have a history of providing these services and the Alpine AAA received additional funding through State Carryover funds.

Erin also informed the committee that the Alpine AAA selected a Registered Dietician (RD) from the RFPs. The Grant Review Committee received 2 RFPs for this service, one was from Melanie Hendershott, Alpine AAA's previously contracted RD, and a second proposal was from a new provider. There were significant differences between the two RFP budgets, one seemed high and the other too low, possibly not taking into consideration travel costs. After significant analysis and discussion on ways to split the work and region, it was determined that Alpine AAA would continue to contract with Ms. Hendershott at the same rate as the prior fiscal year. RAC members questioned why the proposals arrived at the last minute, and Erin explained that there seemed to be some confusion regarding the RFP process. Erin also clarified that the other proposer was encouraged to reapply during the next RFP process.

**RAC Membership and Selection Committee** – The RAC committee determined the need for a membership committee and began plans to re-institute it in the last meeting. John Bade, Geni Garcia, Coni Aguilar, and Lesley Janusz volunteered for the committee. The committee will focus on finding qualified individuals to fill vacant appointments, and it will oversee the officer appointment process. The Membership Committee will also formalize the requirements to vet new candidates for the RAC. The RAC hopes it will become so vibrant that instead of asking individuals to join, dedicated seniors will request to join and thus need to be screened.

Erin will forward any research previously acquired for vetting new RAC members to the membership committee.

**Discussion on Sr. Day @ the Capitol** –In preparation for Senior Day at the Capital, the Alpine AAA will travel to Grand County in February or March and familiarize residents with the legislation tool within the Network of Care website. This tool allows users to track the process of State and Federal bills/laws. This will allow Grand County residents to acquaint themselves with timely issues for our regional senior population, prior to approaching state lawmakers. A reminder was made that even though Grand County is hosting Senior Day at the Capitol, everyone is invited and attendees should arrive early.

**Open Enrollment/Health Insurance Assistance Update** –T.J. Dufresne, SHIP Coordinator for our region, was introduced to the RAC at the November meeting, and she was requested to return to provide regular updates to the RAC. Unfortunately, T.J. was unable to attend this meeting, but she will hopefully be available for the upcoming April meeting. T.J. provides assistance for seniors enrolling in Medicare, and she just completed her first open enrollment period. She counsels seniors over the phone or at area senior centers and libraries. T.J. is currently looking for volunteer counselors to assist her throughout the region. Erin also mentioned that she will schedule the Regional Transportation Coordinating Council (RTCC) to speak at an upcoming RAC meeting, as they were unable to present at the prior RAC meeting.

**Outcomes Performance Measures** – Erin outlined the State’s requirements for performance measures. All providers will need to survey more than 50% of their consumers for each registered service (transportation, nutrition, caregiver). The State generates all the survey questions, which Area Agencies on Aging and providers will send to consumers in February. In March, the Alpine AAA will compile the information and provide a report to the State. The State will utilize the data to gauge the quality of services funded under the Older American Act and ensure that these services are helping seniors remain in their community of choice, as they age. This is a step towards pay for performance funding.

**Update on Strategic Action Planning Group** – As Commissioner Child was unable to attend this RAC meeting, discussion on this topic was limited.

**RAC Operations Mini-Grant program** – Erin requested input from the RAC regarding the history and efficacy of the mini-grant program. Erin explained that the State feels that the mini-grant program may not always be the most effective use of funding. Per Erin’s conversations with Todd Coffey, Director of Aging and Adult Services, State Unit on Aging, the State feels that seniors may be better served by redirecting this funding into service provision and directly tying this money to units. Erin also relayed that the NWCCOG Council has struggled with the relevance of their mini-grant program, so she felt it was a timely conversation. Erin stated that she felt the mini-grant program helped provide flexibility and security for unexpected costs that cannot always be directly tied to service provision, such as equipment replacement/repair and educational opportunities. At this time, the RAC and Alpine AAA allocated \$7,500 to the mini-grant program, but the grant period does not close until May. Erin is concerned that the Alpine AAA will not spend the full amount by the end of the state fiscal year and will have to return money to the State. Erin questioned if the mini-grant timeline could be restructured to ensure earlier expenditure in the future. The Council agreed that the mini-grant program addresses otherwise unmet funding gaps for service providers, and it provides a level of operational

security. The RAC significantly reduced the mini-grant funding from previous years to \$7,500, and members were uncomfortable reducing the amount any further. Council members remarked that even at \$7,500 it might prove difficult to replace a commercial stove or other expensive piece of kitchen equipment. Council members determined that opening the application process earlier would be especially helpful, and the Council provided a reminder of the mini-grant review process. Erin has authority to approve requests under \$500. However, larger requests require approval from the Grant Review Committee, and proceed under the standard evaluation process. The RAC Council also reiterated that there are guidelines outlining acceptable expenditures under the mini-grant process, as well as a prioritization process.

Erin will research guidelines and the prioritization process and email the documents to the RAC. She will also send out a reminder to providers that these funds are available, and she will request providers not wait to the last minute to apply. A vote on the mini-grant process will be delayed until more information is available.

**Senior Awards Ceremony**—The Senior Awards Ceremony will be held again in May (Older American’s Act Month) to honor outstanding volunteers. For the last few years, the RAC held the Senior Awards Ceremony in Summit County at the Senior Center. However, the Council was reminded that the ceremony does not have to be held in Summit County. The Planning Committee will determine the location, theme, and details for the event. Amanda will coordinate the arrangements for this event in collaboration with the Planning Committee. Carly Rietmann, Mary Barbour, Bert Roy, and Lorie Williams volunteered for the committee. The 2016 theme for Older American’s Month is “Blaze a Trail.”

**Program Director Updates:** Erin thanked the RAC for letting her present and for providing such excellent guidance, and she requested patience while she is “learning to fly.”

#### **Member Updates:**

**Eagle County**—Carly Rietmann reported that Eagle County is quiet right now. Progress is continuing on the Aging Well Initiative. There are 4 action teams providing strategic planning and determining priority items, as well as an advisory team. Roll-out is scheduled for the finalized plan in May for Older American’s Month. The assisted living building is coming along well, and it is slated for opening in fall of 2016. The RAC will have to help assign an ombudsman to work with that group. Erin has nearly completed the processes to become a lead ombudsman, but she is looking for volunteer ombudsman. Lesley Janusz expressed interest.

**Grand County**—Lesley Janusz told the Committee that this was her first meeting. She also stated that Grand County is experiencing a lot of upheaval. Home health and hospice recently closed, and there is a lot of scrambling to determine how best to preserve services. She also remarked that the Grand County Council on Aging is doing well and providing transportation, fitness, and programs to provide more comprehensive services.

**Jackson County**—Wendy Petefish reported that Jackson is also quiet right now. The office was closed for the last 2 weeks of 2015, and Jackson County is currently experiencing very cold weather. The first potluck of the year will be tomorrow, and the senior computer classes have been very successful.

**Pitkin County**—Marty Ames remarked that Pitkin County is moving ahead with their Aging Well strategic plan, which address different priorities for the next 5 years. The annual

report for 2015 reflects more accomplishments than anticipated, including additional collaboration with the city recreation center and more senior-oriented activities. The Being Mortal event was a reflection of one of those goal areas. The senior computer classes are a huge success and are coordinated with the local Colorado Mountain College. Pitkin is also working to develop a mid-valley volunteer driver program to improve links for local valley needs and address gaps identified by Mountain Ride. Representatives from the 3 valley counties are meeting with the Bellagio Senior Living Development Group to examine continuing care options in Basalt. Marty also reported that she is retiring in June after 31 years. She will continue to participate in the RAC until June.

**Summit County**—Lorie Williams congratulated Marty on 31 years of service. She also reported that the Summit County Non Profit (Summit County Senior Citizens) recently raised their dues for 2016 and saw an increase in end of the year registration at the lower rate. Summit County is also preparing for the Senior Winter Games. February 21, 2016 is the kick-off and silent auction. February 22<sup>nd</sup> will be ice skating and alpine events, and February 23<sup>rd</sup> will be the Nordic events and awards assembly. Lorie also reported that the Summit County Senior Center has increased staffing from 2 part-time employees and 3 full-time employees to 5 full-time employees.

**Next Meeting:** Regular Meeting of the RAC: April 13<sup>th</sup>, 2016 10:15 a.m. - 2:00 p.m., Community-Senior Center, Frisco

Report from Grand County on Senior Day at Capitol.  
Updates from Committees  
Update Area Plan Performance and Mini-Grant Update  
RTCC Provider Presentation  
Senior Awards Ceremony

**ADJOURNMENT:** *Motion* to adjourn by Ann Crane; *second* by Bert Roy. All members voted *Aye*. Meeting adjourned at 11:43 am.

Minutes prepared by: Amanda Rens-Moon, NWCCOG-Alpine Area Agency on Aging.

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CHAIR, RAC

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Approved - SECRETARY, RAC