

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

Wednesday, September 14th, 2016
10:18 a.m. – 2:02 p.m.; Jackson County Council on Aging, Walden

Call to Order: John Bade, Chairperson, called the regular meeting of the Region 12 Regional Advisory Council (RAC) to order at 10:18 a.m.

Roll Call: Bert Roy, Vice Chairperson, called the roll. It was determined that there was a quorum.

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

NWCCOG Staff Present:

Erin Fisher, Director, NWCCOG-AlpineAAA
Amanda Rens-Moon, Program Specialist, NWCCOG-AlpineAAA
C.J. Grove, Volunteer Coordinator, NWCCOG-AlpineAAA

T.J. Dufresne, Health Insurance Assistance Program Coordinator (Serving Medicare Eligible Individuals,) NWCCOG—AlpineAAA (by phone)

Guests:

Lavonne Vandagriff, Jackson County Council on Aging

Jim Murphy, Jackson County Commissioner

Comments & Announcements: John opened the meeting with a joke, reminding the group that value is all in the eye of the beholder.

Amend/Approve Agenda:

Motion by Commissioner Steve Ladin to approve the agenda; *second* by Anne Crane. All members voted *aye*.

Motion carried.

Review/Accept Meeting Minutes: Lesley Janusz provided a correction regarding the spelling of her name. No other additions or revisions were requested for the June 8th, 2016 meeting minutes.

Motion by Anne Crane; *second* by Terry Myers to accept the June 8th, 2016 regular meeting minutes with revisions as presented. All members voted *aye*.

Motion carried.

State Unit on Aging Onsite Findings—Erin Fisher presented the 2015-2016 State Unit on Aging (SUA) Onsite Findings. Candise Winder from the SUA conducted the annual onsite on June 1-3. She visited Grand County Council on Aging, Grand County Senior Nutrition, Pitkin County Senior Services, and Eagle County Senior Services.

Erin reported to the RAC that the region received recognition for 9 best practices including NSIP and Program Income tracking.

However, there were a few findings:

- 1) Sites must collect guest fees and not allow guests to slip the money in the anonymous donation box. This ensures that guest fees are paid, and OAA/OCA funds do not supplement the costs of guest meals.
- 2) Nutrition sites must provide nutrient analysis reports in a handout format, with multiple copies. Some sites had a single handout available, and Candise felt this did not encourage consumers to take the reports home.
- 3) Candise felt one program could tighten up their NSIP documentation and tracking.
- 4) Sites must perform food safety training every 6 months, NOT twice a year. This is a subtle difference.

- 5) Modified Diets-Based on client preference (vegetarian, Kosher, etc) can be provided based on consumer choice by the site. However, therapeutic diets (prescribed by a doctor,) must have a doctor's order and Melanie Hendershott, Region 12 Registered Dietician, must analyze and direct those meals. Sites may choose not to provide therapeutic meals, but they should have a policy in place regarding that decision.
- 6) Providers need to complete updated reassessments for Home Delivered Meals, Caregiver, and Homemaker programs every 6 months. C.J. Grove has taken on the role of SAMS compliance, and she will help keep sites' assessments up to date.
- 7) Complaint logs must be available at all sites. Many sites have never had complaints, so they did not have a log. However, the State wants to see the blank log.

RAC committee members discussed the balance between funding received versus regulatory requirements.

Background Checks—Erin informed the RAC that the State developed a taskforce to examine background check standards for individuals working with older adults. Currently, a Colorado Bureau of Investigation (CBI) check is required. The taskforce is recommending that fingerprint background checks be required for 1-to-1 contact with older adults. There is concern that this possible new mandate could require fingerprint background checks for volunteers, which is significantly more expensive and time consuming (could be up to 10 weeks) than CBI checks. Erin requested that RAC members document their concerns, which she will forward to Mindy Kemp on the taskforce.

Desk Evaluation—Erin reported that the SUA is working on preparing their standards and schedule for the next annual evaluation. AlpineAAA can expect to receive a desk evaluation this year, as opposed to an onsite. The expected focus for the desk evaluation is Nutrition Programs, SAMS entry, Chore Programs, Case Management, Program Development, Adult Day Care Services, Evidence-based programs, Performance Measures, Wait-listed Services, and the Reimbursement Process.

Strategic Action Planning Group (SAPGA) Update—Commissioner Child presented the progress made on the SAPGA, and he demonstrated the vast array of exceptional resources available on the strategic planning website www.colorado.gov/agingstrategy . The SAPGA is comprised of 23 individuals from different interest groups around the state, and they are examining issues outlined within 7 sub-committees including:

- 1) Physical Environment (mobility and housing issues.)
- 2) Workforce Development (helping aging populations work longer, if they need/wish)
- 3) Health and Wellness (lowering healthcare costs through healthy lifestyle choices)

- 4) Supportive Community (long-term care services and caregiver supports)
- 5) Family Economic Security (retirement and estate planning)
- 6) Public Finance (big-picture issues in Social Security, Medicare, and Medicaid)
- 7) Committee Outreach and Communication (disseminating committee information)

The subcommittees are compiling data for the final report, which is due to the Governor later this fall. The study will assist governments (at all levels) in preparation for our aging population and generate informed policy decisions. The SAPGA final report will be a living document, updated every 2 years, as goals are accomplished and priorities change.

Performance Measures Report—Erin presented the final numbers for the regional performance measures. RAC members recommended that if the AlpineAAA sends out the surveys on behalf of the providers again this year, that the AlpineAAA inform the senior center directors, so they could help field questions.

State Health Insurance Plan (SHIP)—T.J. Dufresne updated the RAC on the SHIP program. She stated that she has made 249 individual contacts throughout the region. The SHIP program, at the Federal Level, stopped all new volunteer training last fall, so she has relied upon the volunteers that received the training before the change. She is hoping to be able to train new volunteers again soon. T.J. attended a national Medicare training in Denver, and she received helpful information on tricky Medicare situations. Open Enrollment for Part C and Part D begins on October 15th, and runs through December 7th, so she is expecting to be quite busy.

Retired Senior Volunteer Program (RSVP) and AlpineAAA Regional Volunteer Program—C.J. provided an update on the RSVP program currently in Eagle County for older adults 55+. The program is paid through a 3-year grant from CNCS. CNCS can be a challenging funding source. There are many restrictions on the funding, and the required match can be difficult to meet. Under RSVP, C.J. is hopeful to expand the base of volunteer drivers in the region. Volunteer drivers under the RSVP program receive additional volunteer insurance and limited mileage reimbursement. C.J. also informed the RAC that under the AlpineAAA Regional Volunteer program (not RSVP) a volunteer respite program is under development. On September 8th, and 9th AlpineAAA provided a REST (Respite Education and Support Tools) train-the-trainer event, and 5 attendees were trained in our region. These 5 attendees will provide regional training events for volunteer respite companions.

Policy & Procedure (P&P) Updates—Erin updated the RAC on new changes to the State P&P. The biggest changes involve Congregate Meals. Consumers may now request Take-Away Meals. If a consumer cannot finish their entire meal, they may have it packaged to bring home (like a restaurant doggy-bag.) One of the biggest complaints about the program was that if a meal could not be finished onsite, it had to be thrown away. Another change to Congregate

Meals is the Carry Out meal. The Carry Out meal allows a congregate meal participant to pick up a meal for another participant who is unable to attend the congregate meals. This is on a limited basis (up to 2 weeks,) and there are many procedures that must be followed. Sites are allowed to opt-out of this program.

AlpineAAA Marketing—Erin demonstrated the new user-friendly, AlpineAAA website and approved logo. She stated that the RAC manual will be uploaded soon, so all RAC information can also be found online.

RAC New member Orientation—Erin provided a brief overview of RAC responsibilities and current bylaws.

Advocacy—Erin requested guidance from the RAC regarding advocacy. The AlpineAAA receives State and Federal funding, so it cannot take a stance on proposed legislation. However, the RAC can. Erin requested direction regarding the best way to provide impartial information to RAC members, to allow them to take action as deemed necessary. The RAC requested that Erin just email or mail out the impartial information.

Conflict of Interest Forms—Erin handed out annual conflict of information forms for the RAC to complete.

Bylaw Review Committee—The RAC requested a review of the bylaws, as they are currently 8 years old. The committee is reviewing the documents, and they will provide recommendations.

Calling Cards/Business Cards—The RAC decided that official RAC business cards are not necessary for all members, but if a RAC member feels he/she needs one, AlpineAAA will order him/her one.

New Binders—AlpineAAA will order 7 new binders for RAC manuals, and they will bring them to the next RAC meeting in Eagle.

AlpineAAA Strategic Planning—Erin presented the new AlpineAAA Mission and Vision Statement for RAC review. She remarked that at the N4A conference this year, all the directors spoke of the need to be innovative and strive for diversified revenue streams.

MEMBER UPDATES:

Jackson—Wendy welcomed everyone to Jackson County. She stated that Sheriff's office presented at the last senior luncheon. They are looking at developing a senior emergency contact registry, and information was provided on how to handle an unattended death. Wendy stated that they are excited for the Harvest Craft Festival Fundraiser in November. This year

they will be selling gift baskets, as other vendors are now selling jelly, too. The holiday meals are coming up. These start with the Halloween Meal. The Christmas holiday meal includes an open house, to encourage outreach. The whole town gets involved with the open house. The new van has made a few trips, and it seems to be a success. The old van sold quickly for a fair price.

Eagle County—John Bade spoke about the future opening of Castle Peak Senior Care Community next month. It should be a great addition to the community, and the RAC will try to arrange a tour for the next meeting. The Eagle Nutrition site is working to organize an out-of-state trip. They do this every other year, and they take 30-35 seniors on a trip. Past trips include Boston, Philadelphia, Washington, and Mexico. Eagle County had a successful rubber duckie adoption fundraiser, and they anticipate success with their bi-annual fundraising dinner.

Grand County—Lisa reported that Grand County is looking to have an intergenerational senior prom next year. They are looking to secure discounts with local businesses (hairdressers, nail technicians etc.) and create an environment that honors seniors and engages the community. Grand County Council on Aging (GCCA) is getting a new paratransit van from CDOT. GCCA's vans are heavily used and have high mileage. GCCA recently did a community senior needs survey and they found that chore services seems to be a need in the community. Finally, Grand County Board of County Commissioners will no longer provide funding for GCCA directly. GCCA must now apply through a competitive bid process for funding through the Grand Foundation.

Pitkin County—Commissioner Child remarked that a large percentage (50-60%) of Pitkin County Senior Services' funding comes from the Healthy Community tax fund. Chad reported that the Spring into Wellness event in May went well, as did the 55+ Activities Fair in August. Pitkin is working on completing a needs assessment of the memory care needs in the valley. Pitkin also had a successful outreach event at the Aspen Farmer's Market, and they are hoping to jump-start some of the different Aging Well initiatives.

Summit County—Lorie reported that Summit County is redoing their job descriptions, and she requested examples from other counties. She described the success of the Summit Senior Resource Guide, which only includes businesses recommended by seniors. Lorie stated that Robert Rumrill was recently hired as the Senior Services Program Manager. He completed the REST training in September with AlpineAAA, and he is excited about the program. The Summit Rummage Sale grossed about \$45,000 in July, and Summit is gearing up for the Senior Games in February.

NWCCOG—Erin reported that Liz Mullen, NWCCOG Executive Director, recently resigned. She provided 3 months' notice, and the NWCCOG Council Executive Committee is moving forward finding her replacement. The application process closed at 5 p.m. on Monday, and there are 22 applicants. Interviews will occur on October 7th, 2016.

Next Meeting: Regular Meeting of the RAC: November 9th, 2016 10:15 a.m. – 2:15 p.m., in Eagle County.

ADJOURNMENT: *Motion* to adjourn by Steve Child *second* by Terry Myers. All members voted *Aye*. Meeting adjourned at 2:02 p.m.

Motion carried.

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

_____ CHAIR, RAC

_____ Approved - SECRETARY, -RAC