

**ILLINOIS COUNCIL ON AGING  
MINUTES**

**TELECONFERENCE**

**ONE NATURAL RESOURCES WAY – ROCK RIVER CONFERENCE ROOM  
SPRINGFIELD, ILLINOIS**

**160 N. LASALLE ST., SUITE N-700  
CHICAGO, ILLINOIS**

**WEDNESDAY, DECEMBER 12, 2017  
10:00AM – 12:00PM**

**MEMBERS PRESENT:**

Phyllis Mitzen, Margaret Huyck, Diane Adams-Alsberry, Steve Wolf, Bernarda Wong,

**MEMBERS PRESENT VIA TELECONFERENCE:**

Rep. Mark Batinick, Rep. Christine Winger, Anthany Frazier, Talat Khan, Mubarak Mirjat,  
Dana Rosenzweig,

**MEMBERS ABSENT:**

Jane Angelis, Charles Crowder, Rev. Melvin Grimes, Paulette Hamlin, Lee Moriarty, Robert  
O'Connor, Anna Oestreich, Senator Mattie Hunter, Senator Sam McCann, Rep. Rita Mayfield,  
Rep. Anna Moeller,

**PUBLIC:**

Patricia Martin.

**DEPARTMENT ON AGING STAFF PRESENT:**

Jean Bohnhoff, Director

Jennifer Reif, Deputy Director

Lauren Shiliga, Chief of Staff

Elizabeth Delheimer, Manager – Div. of Community Relations & Outreach, Council Liaison

Rhonda Armstead, General Counsel

Amber Bolden, Administrative Assistant

Anna O'Connell – Chief Financial Officer, Div. of Finance & Administration

Jose Jimenez, Manager – Div. of Home & Community Services

Michael Dropka, Public Information Director

Alex Burke, Legislative Liaison

Portia Riley, Administrative Assistant

## SUMMARY

### Opening:

The meeting was called to order by Ms. Mitzen at 10:12 a.m.

Roll call was taken by Mr. Wolf. Initially it was determined that a quorum was not present, but as the meeting progressed, additional members called into the meeting and a quorum was established prior to any votes being taken.

The Acting Chair and the Secretary had not included By-laws on the agenda but the topic was added and the Council discussed the changes.

Please note that Mr. Frazier and Ms. Adams-Alsberry should both appear on the agenda to discuss the Orientation Manual.

### Approval of Minutes:

Ms. Wong moved to approve the minutes of the September 12, 2017 as presented. Ms. Huyck seconded the motion. The minutes were approved.

### Public Comment

Patricia Martin requested to address the Council. She has a variety of interest regarding the elderly and is interested in becoming a member of the Council. Ms. Martin will forward her resume to Ms. Delheimer for membership consideration, and looks forward to hearing from the Council.

## OLD BUSINESS

### CCP Task Force Report:

Deputy Director Reif advised the CCP Task Force hosted 4 meetings and 2 public hearings. There is another open CCP Task Force meeting scheduled for December 14th at 1:00 p.m. Ms. Mitzen suggested that all ICoA Members should try to attend the meeting as well. The agenda and minutes can be found on IDoA's website. Questions about the meeting, should be directed to Ms. Delheimer or Deputy Director Reif. The Task Force received a lot of feedback from different perspectives in the Aging Network. The Task Force members were divided into 4 subgroups to take a close look at how we can sustain the Community Care Program and services. The 4 sub-groups came up with great ideas that will be incorporated into the final report to the General Assembly. The final report of the findings and recommendations must be filed with the Governor and the General Assembly by January 30, 2018. Upon filing the report, the Task Force is dissolved.

### Budget Update:

Ms. O'Connell advised the Department is back to a "holding pattern" with the Comptroller's Office. One of the Department's pressing concerns is the federal budget. There was a continuation of the Continuing Resolution that was extended to December 22, 2017 to avert a federal government shut-down. The last payments received were in November 2016, and no payments have been received since so the agencies are not receiving regular monthly

payments. There have been a couple of hardship payments processed since November 2016. It is our understanding that the Comptroller's Office is focused on paying the FY17 backlog. The Department's priorities, at present, are GRF payments to our CCUs, APS and the AAAs. We do not anticipate any big changes in the State's fiscal situation between now and the Spring of 2018. If anyone is interested, the Comptroller's Office puts out projections on the State's revenues and expenditures, and the Governor's Budget Office also provides projections under [www.budget.Illinois.gov](http://www.budget.Illinois.gov).

Director Bohnhoff commented on the circular process caused by late payments triggering use of lines of credit which in turn causes negative credit issues for providers. Ms. Wong added that some providers are not able to renew their line of credit due to the uncertainty surrounding the State's ability to pay. Director Bohnhoff suggested Council Members explore reaching out to their legislators to advise them about the Network's vulnerability, and how frail the system is without funding. Mr. Wolf discussed the deterioration of the State's credit rating, which lowers the lender's comfort level when it comes to extending lines of credit. Representative Winger informed Council Members that the bond deal is in play and will be used to start paying down the backlog of bills, and believes this is starting to happen already. Representative Winger will serve as an advocate with legislators, regarding payments to the CCUs, APS, and AAAs. Representative Winger was encouraged to reach out to Ms. O'Connell with additional questions.

Ms. Mitzen and Mr. Wolf will draft a letter to legislators, regarding the Department's concerns about payments to the CCUs, APS, and AAAs. After being asked, Ms. Armstead advised the By-Laws do not prohibit the members of the Council from writing letters to the legislators. They will work with Ms. O'Connell to obtain any needed details.

#### **Legislative Updates:**

Mr. Burke has been working with legislators regarding Department initiatives. The Legislative schedule for 2018 has been release and can be viewed on the [www.ilga.gov](http://www.ilga.gov) website. During the last meeting, we discussed the possibility of having a joint meeting with the Older Adult Services Advisory Committee (OASAC). OASAC is a coalition of individuals and providers representing IDoA; IDPH; IDHA; VA; hospital association; nursing homes; American Federation of State, County, and Municipal Employees (AFCME); homecare doctors. During the November 13, 2017 OASAC Meeting, UIC did a presentation on demonstration and pilot programs, as well as the wellness programs where homecare workers go into individual's homes and work with participants enrolled in CCP services, to set-up fitness programs in their home. OASAC also holds open meetings. Mr. Burke will send Council Members the list of speakers who will be presenting during the next OASAC meeting. This will help determine if Council Members are interested in attending the next OASAC meeting.

#### **Membership:**

Director Bohnhoff and Ms. Delheimer have been working on filling the 7 vacant membership positions on the Council in the Northwest and Central areas of the State and hope to have them filled by the March meeting. Director Bohnhoff has been reaching out to Aging Network individuals in the affected PSA areas to try and build-up membership. Per the By-laws, the

members should represent, as much as possible, the geographic sections of Illinois. Director received 4 resumes from individuals interested in serving on the Council.

Ms. Armstead advised Council Members that the By-laws state the Nominating Committee must be elected by the Council at the Annual meeting. The Executive Committee cannot appoint the Nominating Committee, but the Executive Committee could act as the Nominating Committee for the upcoming Annual Meeting.

**Orientation Manual:**

Ms. Delheimer sent out the Table of Contents for the “Illinois Council on Aging Orientation Manual”. The manual was designed to provide new and current Council Member with the appropriate resources, knowledge, and guidance to help promote the well-being of older adults throughout the State. It also serves as a valuable reference portal for legislators, and Department personnel. There are 5 sections: U.S. Administration on Aging (ACL); Illinois Department on Aging (IDoA); Illinois Council on Aging (ICoA); National and Illinois Legislation Affecting Older Americans & Illinoisans; Selected Summary of Research Affecting Older Illinoisans – Background Documents/White Papers. Council Members were asked to identify any information that should be added or deleted. The manual will be housed on the Internet, with hyperlinks to the various areas within the manual. Any ideas pertaining to on-line display are welcome. To conserve paper, there will be one paper copy.

Ms. Mitzen asked to prioritize the information for new members so they will not be overwhelmed. Regarding Section III, Mr. Wolf felt that at some point in 2018 we should get into some basic day-to-day activities of the Council with new members. Mr. Frazier would like the Council to add a Q&A section to help educate the new members on how the Council works, with hyperlinks to the answers in summary form. Regarding Section II-I, Director Bohnhoff noted it answers a lot of questions regarding where the funding comes from for Departmental services and would like to see a FAQ section.

**By-laws:**

Ms. Mitzen, Ms. Adams-Alsberry and Ms. Huyck, have been working on changes to the By-laws. Ms. Angelis also had some input on the changes. Below are the recommended changes to the By-laws.

**Recommended Changes to Section 5 - Officers**

- Reduce the number of officers from 5 to 4
- Eliminate the 2<sup>nd</sup> Vice-Chair position
- Add a Nominating Committee Chair to the Executive Committee
- Nominating Committee Chair must be elected during the Annual Meeting by the Council, and participate throughout the year until they make recommendations
- The terms of office would be rotated
- Eliminate the position of Assistant Secretary
- Duties of the Nominating Chair would be to convene the Nominating Committee and along with the members of the Nominating Committee to present a slate of officers at the Annual Meeting

Discussion was held regarding Section V, 2B, change wording to “in the event of the Chair Person’s inability to serve”. Also, change Section 4A-1 by removing “The” before Governor; Section 4A-1 (b), consider the sentence to read “No more than 12 Governor appointed Members shall be of the same political party”. Ms. Armstead explained that this sentence should remain as stated as it is stated in the Statute - Section 7.03 of the Statute reads as follows: “The 23 Citizen Members of the Council shall be appointed by the Governor, and shall represent so far as possible the different geographical sections of the State. Not more than 12 such appointments by the Governor shall be of the same political party”.

**Recommended Changes to Section 6 - Committees**

- a. The Executive Committee shall be made up of the 4 Officers and the immediate past Chairperson.
- b. A Nominating Committee consisting of three (3) members of the Council, including the Nominating Committee Chair and two (2) Council members appointed by the Council Chair.

**Recommended Changes to Section 7 – Meetings**

- a. Meetings may be conducted in-person, by video, and/or by telephone conference.
- c. A quorum for the conduct of Council business shall be “a majority of the voting members of the Council at the meeting.” In calculating a quorum, vacant positions will not be counted.
- d. Members of the Council are required to attend 75% of scheduled Council meetings each year. Failure to attend may result in removal from the membership roles at the next annual meeting.

Discussion was held regarding the inability to have a quorum and to incorporate language that would allow legislative members to use a proxy and request a 24-hour notification. Representative Winger also approves of the use of proxy, and believes this could be the answer to reaching a quorum. She suggested placing official business that required voting on the agenda during the first hour of the meeting. Ms. Mitzen, Ms. Adams-Asberry and Ms. Huyck, will work to incorporate the above changes, and provide to the members at least 15 days prior to the next meeting.

**NEW BUSINESS**

**2018 Meeting Dates:**

Mr. Wolf moved to approve the 2018 Council meetings dates. Ms. Adams-Asberry 2<sup>nd</sup> the motion. The motion carried.

**Aging in Place:**

Mr. Wolf had hoped there would be statistical data available, regarding occupancies of Assisted Living Facilities, but the information is not available. The only occupancy levels available are for Supportive Living Facilities as they are required to submit cost reports. Supportive Living Facilities are essentially Assisted Living Facilities except they are licensed by the State and allowed to accept individuals who are on Medicaid. Straight Assisted Living Facilities are typically not licensed, accept private pay and do not accept Medicaid. The

Assisted Living Facility may be licensed certified, and they do not have to complete cost reports. Without cost reports, there is no way of knowing occupancy levels. There is only one Assisted Living Facility in Mr. Wolf's county that is a nursing home, and has separate Assisted Living Facility beds that are 48% occupied. This was the only Assisted Living Facility that's not a SLF where occupancy levels could be obtained. As a result, the number of Assisted Living Facilities has proliferated and the occupancy levels are lower than desired. These facilities survive by their occupancy levels so the competition is quite high. There are more than half as many Assisted Living Facilities beds as there are nursing home beds. Assisted Living Facilities are licensed to provide a level of service that does not include skilled nursing, yet they retain people who require skilled nursing to increase their occupancy and keep the private funds flowing. There are people in some of these facilities who are not getting the services they require. Assisted Living Facilities bring in home health agencies to provide some services, but home health is not 24/7 and a lot of their residents require 24/7 care. Mr. Wolf wants the Council to be aware of the issues surrounding these facilities, because every person should be in the appropriate facility to meet their needs. The only advantage of tracking occupancy levels in Assisted Living facilities would be the Certificate of Need process, but Assisted Living Facilities do not fall under Certificate of Need. Supportive Living Facilities do have State limits on how many beds there can be within the facility, and a license must be granted to build a Supportive Living facility, but other Assisted Living Facilities do not have the same limits. The elderly is the main concern of this Council, and our duty to make sure they are getting the services needed to thrive in the communities where they live. Director Bohnhoff suggested Mr. Wolf connect with the Long-term Care Council to obtain the needed data, as well as the Ombudsman Program. The Long-term Care Council has many resources from nursing homes to private pay facilities serving both Medicare and Medicaid. With the expansion of the Ombudsman Program, Ombudsman now go into Supportive Living, Assisted Living and Home Care Facilities. The Department has been working to develop the Home Care Ombudsman Program, because it encompasses all aspects of the home and community-based setting that was passed two years back. Ms. Mitzen encouraged Council Members to attend the Long-term Care Council and OASAC meetings.

**Rate Increase**

Ms. Wong would like the Department to make sure everyone is aware of the rate increase for in-home services. Healthcare and Family Services has not officially announced the rate increase, and some MCO's are still providing the old rate. Ms. O'Connell reported that the Department implemented the increased rate for in-home services, as of August 1, 2017. Any concerns about the implementation process should be addressed with Healthcare and Family Services.

**Motion to Adjourn:**

Ms. Mitzen – Meeting adjourned at 12:20 p.m.

s/Steve Wolf

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Steve Wolf, Secretary  
Illinois Council on Aging