



Older Adult Services Advisory Committee

Executive Committee Meeting

Date: April 25, 2005
Location: Conference call

IN ATTENDANCE:

Executive Committee Members:

Stephanie Altman, Health and Disability Advocates
Darby Anderson, Addus HealthCare
Sydney Bild, Metro Seniors in Action
Pat Comstock, Illinois Health Care Association
Donna Ginther, AARP
Flora Johnson, SEIU Local 880
Jonathan Lavin, Suburban Area Agency on Aging
David Lindeman, Mather LifeWays Institute on Aging
Phyllis Mitzen, citizen member over the age of 60
Cathy Weightman-Moore, Catholic Charities

Department staff:

Charles Johnson
Michael Gelder
Michele Piel
Leann Dolan

Absent:

Ann Marie Murphy, Illinois Department of Public Aid
Enrique Unanue, Illinois Department of Public Health
Dennis Bozzi, Life Services Network

SUMMARY:

Welcome

Illinois Department on Aging Director and Chair of the Committee, Charles Johnson, opened the meeting and thanked everyone for participating.

Terms of Committee Members

It was agreed that terms for committee members would be drawn at the May 9 meeting of the entire committee.

By-Laws

Director Johnson inquired about the need for by laws. The concern is to have meetings conducted as efficiently as possible. The Executive Committee decided against by-laws at this time.

Structure of Meetings

It was agreed that voting members would sit at the table during committee meetings, participate in discussion and make decisions. At the end of each agenda topic, an opportunity will be provided for observers to speak.

It was also agreed that the committee would find other means for broader input from nonmembers outside of committee meetings.

The agenda should include time frames for each item to allow time for all items in the time reserved for the meeting. The committee would have to agree to extend the time for debate on particular items as needed during the meeting.

Relationship of the Executive Committee to the Larger Committee

There are times when the OASAC will have issues that go to the Executive Committee for direction or further discussion and the Executive Committee will also bring issues to OASAC. The Executive Committee is committed to providing timely response and communication to the full OASAC.

Meeting Schedule

It was agreed that the Executive Committee would meet monthly to deal with issues that come up between meetings of the entire committee. The Executive Committee will communicate decisions back to the entire Committee on a timely basis.

The next meeting of the Executive Committee will be decided at the May 9 meeting. It was suggested that this meeting be held in early June.

Planning Process

It was agreed that the committee needs a planning process. The Department and executive committee agreed that the statement of purpose offered a broad outline but the plan for how to achieve it still needs to be developed. The Department has contacted consultants to assist in the planning process. They will present their proposal at the next meeting of the Executive Committee so members can ask questions.

Workgroup Updates

- Pat Comstock presented for the Finance Workgroup. The group has not met recently. They will meet prior to the May 9 meeting of the entire committee. They are focusing on how the current system is funded and how we will fund services as we move forward. The group may end up forming smaller subcommittees.
- David Lindeman presented for the Workforce and Caregiver Workgroup. The group has revised its strategic goals to go along with the legislation. They have set realistic goals for 2005. They will develop a survey for state associations. Their next meeting will be a face to face to meeting on June 8 to review the survey and see if they have any specific recommendations and how they would be operationalized. The workgroup is interested in the Department's goals and timeframe so they can adjust accordingly and meet those deadlines.
- Donna Ginther presented for the Services Workgroup. The workgroup is waiting on the grant the Department has for compiling an inventory of available services. The workgroup hopes to serve as a sounding board as the grant moves forward. The workgroup has created three subcommittees that the objectives for the workgroup will come from. This information will be

presented at the May 9th meeting. The three groups will look at the following: other states priority service areas and best practices; quality improvement and quality assurance measures; cash needed in the system and nursing home conversion. The workgroup had a presentation from the Department of Public Health to get a better understanding of MDS. All workgroup meetings will be face-to-face meetings in Pontiac, IL.

- Jonathan Lavin spoke for the Point of Entry workgroup. They have had several conference calls and one face to face meeting. The workgroup had a presentation on the Case Coordination Unit system. They also had a presentation from the Illinois Employment and Training Centers regarding what consumers want and models in other states. State Representative Julie Hamos is involved in the workgroup. The workgroup members are completing a survey to help further define the attributes and characteristics of a point of entry system. They will use this working document to identify common characteristics and share with the OASAC a clear, identifiable system of support. The next meeting of the workgroup will be May 13 in Oak Park.

Michael Gelder acknowledged that the workgroups are looking for direction from the Department regarding deadlines and timeframes and what kind of report they should furnish. This will be discussed with the consultants at the next meeting of the Executive Committee.

The meeting was adjourned.