



Older Adult Services Advisory Committee

Executive Committee Meeting

Date: April 24, 2006

Location: Illinois Department on Aging, Chicago, and conference call

ATTENDANCE:

Executive Committee Members:

Stephanie Altman, Health and Disability Advocates
Kirk Riva for Dennis Bozzi, Life Services Network
Pat Comstock, Illinois Health Care Association
Donna Ginther, AARP
Charles Johnson, Illinois Department on Aging
Kelly Cunningham for Anne Marie Murphy, Illinois Department of Healthcare and Family Services
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 Long Term Care Ombudsman Program

Department staff:

Michael Gelder
John Eckert
Ross Grove
Robin Morgan
Courtney Michel
Leann Dolan
Paul Bennett

Absent:

Darby Anderson, Addus HealthCare
Flora Johnson, SEIU Local 880
Enrique Unanue, Illinois Department of Public Health

SUMMARY:

Welcome

Director Johnson welcomed the members to the meeting. Participants introduced themselves.

Approve minutes

Jonathan Lavin moved to approve the minutes. Pat Comstock seconded. All were in favor.

Department's Web site

Deputy Gelder informed members that the website has been updated and workgroup minutes have been added. Minutes for Executive Committee meetings should be available soon.

Retreat update

Deputy Gelder updated the committee on the retreat. Currently 33 people have signed up to attend the retreat. That includes 18 of the 28 voting members. The retreat is an Open Meeting so we cannot limit attendance. We want the agenda to focus on the needs of members and give you an opportunity to talk amongst yourselves. Julie Hamos requested to brief the committee on the status of budget discussions in the House. We would like to include her as a part of the opening discussion. Some members have requested to delay the start time of the retreat to allow members to attend hearings scheduled for that morning. Members agreed that 11 am-5 pm would be the new times for the retreat.

Operations Manual

Deputy Gelder reported that the Department had sent out comments we received on the latest version of the Operations Manual. Comments were received from Stephanie, Donna and John. Members discussed the draft Operations Manual and how to proceed. Deputy Gelder explained that it is helpful to give people a separate document that pulls specific duties and responsibilities from the law as well as several items that had been decided on at previous meetings regarding proxy, attendance, etc.

Donna requested clarification as to the role of the department and other agencies as far as staffing workgroups and other duties. Clarification was requested on other issues such as proxy.

Director Johnson suggested discussions be put on hold until another draft is completed and distributed. Stephanie, Donna and John were asked to work with the Department on revising the document and distributing a new version at the May 22nd meeting of the executive committee and again at the June meeting of the full committee.

Workgroup Membership

Deputy Gelder discussed the workgroups and membership. It had been our understanding that when someone called interested in participating on a workgroup, we gave them the contact information for the chair and assumed workgroups were open to the public. There has been some concern that workgroups maybe to cumbersome. It was mentioned that if workgroups were scaled down, more could be accomplished. The law states that the executive committee will set up workgroups and name the members.

Workgroup chairs have expressed frustration when meetings do not consist of the same people. The Department is sympathetic to the concern about who is on committees, who is participating, how often and at what level. We do have a responsibility to be consistent. Chairs do not want people disagreeing with items in the report because they were not at a meeting.

Director Johnson suggested we look at those on the current workgroups. At some point, we may want to limit the number of members. We may want to only bring people on workgroups once a year so there would be consistency in the work product.

Workgroup chairs discussed the suggestion that bringing members on only one time a year would allow for an orientation to get everyone up to speed. Some workgroups have a lot of members signed up but the majority do not actually attend. It takes time to bring people up to speed when they haven't been attending meetings regularly. Deputy Gelder suggested the possibility of using a nomination form for membership of a workgroup. No one is prevented from attending a meeting but when scheduling a meeting, you would only need to work around the actual members. The Department will draft a policy

regarding membership and add it to the operations manual to be discussed at the next executive committee meeting

Workgroup reports

Finance – Pat Comstock reported for the workgroup. Progress is being made on the mapping project. A subcommittee will begin work on it and then the rest of the workgroup will focus on a review of best practices and gathering information from other states.

Services – Donna Ginther reported the workgroup has not met since the last meeting. Once session has ended, we will know where we are with comprehensive case management and will schedule a meeting.

Workforce/Caregiver – David Lindeman reported there are no additional updates from the last meeting. David will be putting together something for the retreat about potential support to move projects ahead. The workgroup's next call is scheduled for shortly after the retreat.

Point of Entry – Jonathan Lavin reported there is nothing new to report. The next meeting is May 11 in Bloomington.

Conversion – John Eckert reported for the workgroup. The workgroup has not met since February. Previously the workgroup had distributed the inventory that goes out to licensed facilities and received comments. A page was added asking licensed facilities to list services they are providing. That will be coming out shortly. Draft rules are being developed. Terrance Sullivan has done a first draft that will be reviewed at the next meeting. The workgroup is also looking at best practices in other states. Donna Ginther added that an intern at AARP has been doing research on other states that have done a conversion program. This information will be put in a memo and circulated.

Systems Change Grant

Paul Bennett reported that an RFQ has been developed and will be going out soon. The other deliverable on the grant is the mapping process of transition of going from home to a nursing home and returning to community. Paul has been interviewing CCUs and hopes to have a report that can be reviewed in the next month. The report will highlight the issues and the committee can decide on recommendations. Deputy Gelder reported that report will go to OASAC. There will be recommendations that will come from the report.

Other business

Phyllis Mitzen reported that Boston University has developed a workforce training course for CMS based primarily on social workers. Phyllis is trying to set up a web based demonstration of the course. Tentatively, the training is set up for this Thursday at 10 am. A call in number will be provided to members. David Lindeman mentioned that Mather LifeWays has developed comparable training for nurses. He will share this with OASAC.

Jonathan Lavin reported that the White House Conference on Aging Committee will meet May 15 at Blue Cross Blue Shield.

The meeting was adjourned at 4:30.