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## Older Adult Services Advisory Committee

# Executive Committee Meeting

Date: December 21, 2005

Location: Conference call

### IN ATTENDANCE:

#### Executive Committee Members:

Darby Anderson, Addus HealthCare  
Charles Johnson, Illinois Department on Aging  
Dennis Bozzi, Life Services Network  
Pat Comstock, Illinois Health Care Association  
Donna Ginther, AARP0  
Michele Piel for Ann 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  
Enrique Unanue, Illinois Department of Public Health  
Cathy Weightman-Moore, Catholic Charities Long Term Care Ombudsman Program

#### Department staff:

Michael Gelder  
John Eckert  
Robin Morgan  
Leann Dolan

#### Absent:

Stephanie Altman, Health and Disability Advocates  
Flora Johnson, SEIU Local 880

### SUMMARY:

#### Welcome

Deputy Gelder opened the meeting and thanked everyone for their work.

Enrique Unanue moved to approve the minutes, Pat Comstock seconded the motion. The minutes passed as distributed.

#### Final Review of report

A draft report was e-mailed to the executive committee. The Department also received additional handwritten comments from Pat Comstock that were scanned and e mailed to the executive committee immediately prior to the meeting. All comments received in advance were incorporated into the new draft report.

Donna Ginther expressed concern that the Department's work plan was still missing from the draft report. Initial comments had focused on inaccuracies in terms of statements of the law and it was assumed the rest of the document would be reviewed for grammatical errors.

Deputy Gelder explained that the Department was focusing on content. The Department has not corrected those types of errors yet.

Donna Ginther explained that a variety of groups are making sure we have the Governor's attention. This report and the executive summary have heightened importance.

Donna offered changes and concerns and would like to slow the process down and continue to work on the report. Decisions do not have to be made right now. The worst that can happen is the Department misses a filing deadline.

Deputy Gelder explained that the Department is trying to submit this report as close to the January 1 due date as possible. The Department expects the Committee to finish writing the report by the end of this week; the report will then be reviewed by our division of communications. The Department will then submit the report to the Governor's office. Once the Governor's office has approved the report, it will be sent to CMS for formatting, printed and distributed to the General Assembly.

The committee agreed that the executive summary needs to reflect the exact recommendations of the committee. Donna Ginther found inconsistencies in terms of the format and content.

The committee discussed the work plan and its importance. The work plan is an important part of the report that reflects what the Department is recommending.

The workgroup section was discussed. The workgroup reports contain a great deal of detail. Donna Ginther suggested those details should be submitted to OMB but it may not be appropriate to put such details into a report that could eventually open itself up for criticism related to the cost of the proposals and how that cost was reached. The Department agreed to take out all dollar amounts in the report.

Donna Ginther discussed the process of introducing legislation. This report is not legislation. The Department or an outside group would have to introduce legislation that would not be tied to the report. This document would be used to get legislative support. The report needs to be concise and make our argument. The next step is getting that to transfer into money in the Governor's budget. This report also puts a face on the committee.

Deputy Gelder responded to the concerns raised by the executive committee. The Department understands that the report is important. The Department would like to continue with the momentum and get this report out as quickly as possible for all of those reasons mentioned. Deputy Gelder asked for volunteers to work with the Department to tighten up the executive summary portion of the report. Concerns were voiced that the Department first complete the work plan so the committee knows what the Department is recommending. Deputy Gelder explained that the work plan was going to be the schedule of meeting dates, the completion of the work plan that is itemized in the work group recommendations and a list of projects the Department is undertaking. The work plan is contained in the work group reports.

The committee discussed the executive summary and the importance of listing the objectives clearly. It was suggested that the focus be on rewriting the executive summary.

Deputy Gelder explained that the Department expects to finish the report this week. We do not want to diminish the quality, but due to holidays and Medicare Part D, we won't be able to get much done after January 1. David Lindeman, Phyllis Mitzen, Donna Ginther and Pat Comstock agreed to form a subcommittee to rewrite the executive summary and reorganize the report.

Responses from the Public Health and Healthcare and Family Services will be included in the report.

Donna Ginther stated the services report was not the most recent draft she had sent to the Department. The Department will amend that section of the report to reflect her changes.

Deputy Gelder explained that the Department will work to rewrite and restructure the report including expanding the executive summary to include the goals of the workgroups. The Department will send out the next draft for review and there will be a follow up call for comments at 11 am on Friday for a final review.

**The meeting was adjourned.**