NEWS RELEASE – MEETING AGENDA

TO: Concho Valley Regional Advisory Committee on Aging

FROM: Toni P. Roberts, Aging Services Director, Area Agency on Aging of the Concho Valley

DATE: March 20, 2018

SUBJECT: Meeting Agenda

The regular meeting of the Concho Valley Regional Advisory Committee on Aging will be held Wednesday, March 28, 2018 beginning at 10:00 a.m. at the Concho Valley Regional Training Center, 2801 W. Loop 306, Suite A, San Angelo, TX

AGENDA

1. Determination of a quorum and call to order Dolores Schwertner, Chair
2. Invocation & Pledge of Allegiance
3. Welcome guests
4. Review/Approval of minutes from January 24, 2018 meeting
5. Vote - new member: Rosie Quintela, HHSC - Community Care Services - Tom Green
6. Texas Silver Haired Legislature Report (TSHL) report
7. Aging Director’s Report: Toni P. Roberts - FY 18 Planning Budget Update; FY 17 Closeout update; FY 18 Maintenance of Records and Governance review update; 211 call volume & database Inclusion/Exclusion criteria; HHS Transformation updates; Stress Busting (EBI) class; AAA staff restructure; re-allocation of CVCOG office space; QPR Quarter 2 - State FY mid-year
8. Subcommittee updates: Operating Guidelines - Senior Sourcebook; neither committee has met; Aging Director to provide update on Sourcebook
9. Other Business/Announcements
10. Next Meeting: Wednesday, May 30, 2018 - Concho Valley Regional Training Center

A program of the Concho Valley Council of Governments *Funded in part by Texas Health and Human Services Coke, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sterling, Sutton and Tom Green Counties
The Regional Advisory Committee on Aging (RACOA) met on Wednesday, November 29, 2017 beginning at 10:00 a.m. at the Concho Valley Area Agency on Aging meeting room, 2801 W. Loop 306, Suite A, San Angelo, Texas.

Members present were:
Linda Alastuey
Mary Cortinas
Maggie Farrington
Beth Grounds
Louise Jacobsen
Sherry Hubbard
Erin Kelly
Sheri Millican
Mary Roden
Dolores Schwertner

Staff present were:
Toni P. Roberts
Sumer Bloyed
Josie Luna
Abigail Perez
Mayra Esparza
Amanda Sedeno
Karen Cline

Guests included:
Rosie Quintela

BUSINESS

PRESENTATION OF APPRECIATION CERTIFICATE
Outgoing RACOA Chair, Maggie Farrington, was recognized for her term of serving.

NEW RACOA CHAIR AND VICE CHAIR
As of January 2018, Dolores Schwertner, will serve as RACOA Chair and Linda Alastuey, from Concho County, will serve as Vice-Chair.

CALL TO ORDER
Chairman, Dolores Schwertner, announced the presence of a quorum and called the regular meeting of the Regional Advisory Committee on Aging (RACOA) to order at 10:09 a.m.

INVOCATION AND PLEDGE OF ALLEGIANCE
Mary Roden gave the invocation and Linda Alastuey led the Pledge of Allegiance.

WELCOME GUESTS
Rosie Quintela, HHS, was recognized and welcomed.

APPROVAL OF MINUTES
The minutes of the November 29, 2017 RACOA meeting were reviewed and approved.
TEXAS SILVER HAIR LEGISLATURE (TSHL) REPORT

Member Sherry Hubbard provided an update on the TSHL Directory and thanked the Concho Valley Area Agency on Aging for sponsoring an ad in the upcoming publication; TSHL met goal of printing costs. Sherry encouraged members to contact her if anyone had suggestions on needed changes to legislation that would benefit Seniors. Sherry informed the Committee that she did learn that a camera can be set up in the room of a nursing home resident, so legislation changes will not be needed for this. Concho Valley TSHL still has availability for at least one additional member.

AREA AGENCY ON AGING (AAA) DIRECTOR’S REPORT

Director Roberts provided updates on the following:

FY 18 Planning Budget - the biggest change for the initial proposed Planning Budget was that approximately $30,000 of funding had to be removed from the proposed budget; the funding is from CMS SHIP - which is utilized to support the Benefits Counseling program. The future of this continued funding, from HHS, has not yet been announced. Funds had to be re-allocated amongst the other AAA programs/services to account for the loss of $30,000 in the Planning Budget.

FY 17 Closeout update - as of January, the response from HHS is that the Closeout process is going well. The Fiscal component has been reviewed and should be approved shortly, with the Services section being reviewed next.

FY 8 Maintenance of Records and Governance Review - this is a new report that HHS had sent to Concho Valley and Alamo (San Antonio), with a very short turn around time; this report was monitoring CVCOG and AAA Fiscal and Procurement Policy and Procedure, Confidentiality and Conflict of Interest forms for RACOA members, staff, COG staff, and volunteers. Information for the follow up email from HHS will be sent in the coming days.

211 call volume & database Inclusion criteria - information will be provided at the March meeting.

CVCOG Executive Director made an appearance during the Director’s report and wanted to provide thanks and appreciation for all RACOA members.

HANDOUTS

FY 18 HHS Service Definitions - major changes this year were related to the Benefits Counseling program and the restructure of Center for Medicare Services (CMS) funding.

TAC requirement for RACOA and the FY 18 Approved Area Plan - reviewed the Texas Administrative Code for the explanation on why each AAA is expected to have an Advisory Committee. Criteria for the membership representatives were reviewed and members were encouraged to continue to seek potential candidates from the counties that do not currently have representation.

PMP - Performance Measure Projections for FY 18. This is a handout that is provided each year with the updated Approved measures.

RACOA’s purpose, as posted on the CVCOG AAA website - explained that this may a project for RACOA to review in the coming months to identify if the RACOA mission statement and goals need to be revised.

RACOA membership list - Maggie Farrington provided an updated phone number; Louise Jacobsen asked to remove the second phone number listed (library). Changes will be made.

FY 17 RACOA Attendance sheet
INTRODUCTION OF AAA
Director Roberts provided an overview of all programs, while introducing each AAA staff member. Amanda Sedeno, Managing Local Ombudsman, was not in attendance due to completing facility visits in the counties and Yolanda Torres, AAA Supervisor, was absent from the meeting due to being on schedule time off.

FY 18 PLANNING BUDGET
The FY 18 Planning Budget process was explained and a handout of the anticipated funds that will be utilized on client services.

FY 18 UPDATING OF FORMS
The Conflict of Interest and Confidentiality forms, along with the RAOCA membership form, was provided to each member; as a best practice these forms are updated annually.

DISCUSSION REGARDING SUBCOMMITTEES
Member Erin Kelly provided an update from the Subcommittee meeting that was held on January 10th, to discuss restructuring/updating the 2018 Senior Sourcebook. Since the 211 program is no longer able to dedicate staff time to updating this particular publication, the responsibility will fall on the AAA staff. RACOA Chair, Dolores, offered a suggestion of possibly publishing the Sourcebook every other year, due to the amount of time that is required for verification of listed agencies.

OTHER BUSINESS / ANNOUNCEMENTS
In a future meeting, the Aging Director will provide an organizational chart with the AAA staff person’s name, along with the programs that they oversee. Members will then be able to review their Service Definitions to review the description of that particular service. Member Mary Cortinas provided suggestions for upcoming RACOA presentations: Neuro Therapy and Palliative Care from Shannon Medical Center representatives.

ADJOURNMENT
The meeting was adjourned at 11:35 a.m. Duly adopted at a meeting of the Regional Advisory Committee on Aging this 24th day of January 2018. The next RACOA meeting is scheduled for Wednesday, March 28, 2018.