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## 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: ~~September 16, 2015~~ **\*\*Updated per Chair Merrill's request on September 21, 2015**  
SUBJECT: Meeting Agenda

The regular meeting of the Concho Valley Regional Advisory Committee on Aging will be held Wednesday, September 23, 2015 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 ~~Wayne Merrill, Chair~~
2. Invocation & Pledge of Allegiance
3. Welcome guests
4. Approval of minutes from May 27, 2015 meeting
5. Texas Silver Haired Legislature Report (TSHL)
6. Update on Committee Resignations - to be provided by ~~Chair Merrill~~ Vice-Chair Farrington
7. Vote to approve new Committee members: Jeremy Sobotka, Adult Protective Services; Major Hofheins, Concho Valley Transit District; Mary Landa, 2-1-1 Texas Manager
8. **Appointing of a Nominating Committee for Chair and Vice-Chair; Vote to be held at November meeting.**
9. FGP/SCP Report: Nolen Mears
10. **Overview of DADS initial On-Site Monitoring report followed by Discussion on Conflict of Interest Form to be signed by members**
11. Aging Director's Report: Toni P. Roberts - future RACOA meetings
12. Presentation provided by associates with the Texas State University MIPPA Project
13. Other Business/Announcements
14. Next Meeting: **Wednesday, November 25<sup>th</sup>, 2015** - Concho Valley Regional Training Center

**The AAA will be providing a lunch following the meeting, so please plan to stay through the Noon hour!**

*During the September 23, 2015 meeting a member requested some changes be made to the May 27, 2015 Meeting Minutes. The recording of the May 27, 2015 meeting was reviewed and changes mentioned could not be found. No changes to the original Meeting Minutes were made.*

**MINUTES OF MEETING  
REGIONAL ADVISORY COMMITTEE ON AGING  
May 27, 2015**

The Regional Advisory Committee on Aging (RACOA) met on Wednesday May 27, 2015 beginning at 10:00 a.m. at the Concho Valley Regional Training Center, 2801 W. Loop 306, Suite A, San Angelo, Texas.

**Members present were:**

Jim Brisbin  
Mary Cortinas  
Maggie Farrington  
Robert Gauer  
Beth Grounds  
Mary Kay Henson  
Margie Hernandez  
Louise Jacobson  
Patsy Kellogg  
Wayne Merrill  
Sheri Millican  
Deborah Palmer  
Brigitte Rogers  
Dolores Schwertner  
Ralph Teague  
Rebecca Whitecotton

**Staff present were:**

Toni P. Roberts  
Nolen Mears  
John Austin Stokes  
Tracy Ogle  
Felicitee Jones  
Kathy Reyna  
Major Hofheins  
Mary Landa

**Guests included:**

Phillip Givens  
Jeremy Sobotka

**BUSINESS**

**CALL TO ORDER**

Chairman Wayne Merrill announced the presence of a quorum and called the regular meeting of the Regional Advisory Committee on Aging to order.

## **INVOCATION AND PLEDGE OF ALLEGIANCE**

Ralph Teague, gave the invocation and Chairman Merrill led the Pledge of Allegiance.

## **WELCOME GUESTS**

Director of the Area Agency on Aging (AAA), Toni Roberts, welcomed Major Hofheins who works in the Concho Valley Transit District department, Mary Landa, 2-1-1 Program Manager, John Austin Stokes, the Executive Director for the Concho Valley Council of Governments (CVCOG), as well as the new Human Resource Manager for CVCOG, Felicittee Jones. Potential members Pastor Philip Givens and Jeremy Sabotka from Adult Protective Services (APS) were also welcomed.

Director Roberts first introduced Phillip Givens. Mr. Givens mentioned that he is a pastor in Eldorado and assists many elderly individuals in his church and in his community. His reason for wanting to join RACOA, he explained, is to be as informed as possible about resources and supports in the community.

Jeremy Sobotka, also gave a summary of his work with APS and stated that he is looking forward to being a representative for APS on the RACOA Committee.

Concho Valley Council of Governments employees Mary Landa and Major Hofheins introduced themselves and each presented information about their specific programs and how they assist individuals in the community.

## **APPROVAL OF MINUTES**

It was noted that the following corrections to the minutes of the March 25, 2015 were needed. With regards to the attendance, Karen Cline needed to be added and remove Mr. Stokes. The minutes of the March 25, 2015 meeting were unanimously approved as printed, with the aforementioned corrections.

## **TEXAS SILVER HAired LEGISLATURE (TSHL) REPORT**

Mr. Merrill mentioned that the current legislators are working with TSHL on the issues regarding accidents caused as a result of texting while driving.

Brigitte Rogers reported that she had received several e-mails regarding three House Bills involving matters of end-of-life care. She stated that she had made multiple calls to Representative Andrew Murr and Governor Perry urging their support of these three bills. She will follow up to determine the results.

In addition, Ms. Rogers announced that Jim Brisbin had agreed to be appointed to the TSHL and said that they'll be working to get this finalized in the near future. She urged anyone who is interested in being appointed, to talk with her.

## **REPORTS FROM SUBCOMMITTEES**

Ms. Rogers spoke reported that on April 30, 2015, Karen Cline went to the Downtown Lion's Club to give a presentation on the Ombudsman program. In addition, Ms. Rogers said she had provided Ms. Cline with contact information on other Lions Clubs that could be potential venues to recruit new members and promote the Ombudsman program.

## **FOSTER GRANDPARENT / SENIOR COMPANION (FGP/SCP)**

### **DIRECTOR'S REPORT**

Director Nolen Mears gave the report on the FGP/SCP programs. He announced the selection of Clementine Urista for the position of FGP/SCP Coordinator & stated that she will be starting on July 1, 2015. Mr. Mears gave a brief description of her qualifications and experience.

Director Mears announced that the programs had received approval for major administrative changes regarding policies on paying volunteers. He pointed out that the programs have certain targets and goals to meet and that some local policies were actually hindering the programs being able to meet those numbers. Mr. Mears went on to explain how making the administrative changes will also help increase volunteers' income.

Mr. Mears also discussed a few budgetary issues. He stated that the current nine month fiscal year was coming to an end on June 30, 2015, and described how he planned to use the remaining funds in the most pragmatic way possible. He explained that they just received approval for a marketing plan that has been six months in the making. Finally, he stated he feels confident that both programs are in a good position to meet targets and ultimately provide more support to the community.

Mr. Stokes acknowledged Director Mears for his success in not only taking on both the FGP and SCP programs, but for his accomplishment in making such positive impacts on both programs.

Lastly, Mr. Mears updated the group on the discussion from the previous meeting regarding budget cuts. He stated that, since the last meeting, he had been in talks with the state and due to the recently approved marketing strategy and plans for administrative changes it appears that budget cuts may not be necessary in going into the new fiscal year.

#### **AREA AGENCY ON AGING (AAA) DIRECTOR'S REPORT**

Toni Roberts provided an update on the AAA's Department of Aging and Disability Services (DADS) on-site monitoring visit from April 6 - April 10, 2015. She said they were still awaiting the official report from DADS but gave information, based on their closeout review, on staff involved with the visit and findings on each AAA program.

Mrs. Roberts stated that the review was overall favorable with the Benefits Counseling program receiving high marks and no deficiencies identified. It was suggested that the other programs in AAA model the Benefits Counseling program.

Caregiver and Care Coordination programs had some areas that were identified as deficient and would probably need corrective action. Positive aspects of these programs were the financial and customer service areas. Areas identified as needing improvement involved care plans and some other data entry issues. It was suggested that the Program Managers of these programs visit Permian Basin AAA to gain more understanding of the programs. Since that time, this visit has already occurred and did prove to be beneficial.

Mrs. Roberts also mentioned that the Nutrition program also needed some corrective action in data entry. She explained that the data entry was backlogged and that they are making it a priority to get this updated by the next quarterly performance report in June.

Concho Valley AAA received high marks for having 100% accuracy in accounting for staff time. The monitors stated that this AAA was the only one to have staff recording activities and billing accurately as it relates to funding sources.

Director Roberts stated that the DADS review team also looked at RACOA and made some suggestions for the committee. Mileage reimbursement, for members coming from outlying counties, was looked at. She explained to the review team that this was a topic that had been brought up in the RACOA meetings multiple times and how the group had made strides to help reduce this cost.

An additional recommendation was to eliminate mailing out minutes and agendas prior to RACOA meetings. The review team pointed out that this would reduce costs of paper, envelopes, and postage. Mrs. Roberts asked members to consider trying this for the next meeting.

Members were informed about the monitoring process and frequency of those visits. It was also noted that the next review will be of the Area Plan and consists of sending in documentation on the activities of the programs.

Mr. Stokes commended Mrs. Roberts and the staff of AAA in having such a positive review. He noted that these visits do benefit the programs to help improve services.

Director Roberts noted that the state had sent out a 2015 Older Americans Month Proclamation and that they had sent this out to all media sources. She suggested that next year it might be helpful for RACOA members and other Aging Agencies to work together to raise awareness the May is Older Americans Month.

An update was provided on the changes to the referral process for AAA services. Mrs. Roberts mentioned that, due to funding, they are only able to have a temporary intake specialist to assist. In the past, 2-1-1 had assisted in the intake / referral process but has also had some program changes. The goal for the upcoming fiscal year is to have a full-time position in AAA to continue to handle intakes and referrals to AAA programs.

The AAA Outreach Schedule was also mentioned and members were informed that Benefits Counselors would soon be conducting outreach in the communities. Information on the outreach schedule can be attained by going to the CVCOG website. Members were encouraged to contact the Benefits program staff to provide suggestions on other outreach opportunities.

#### **MEMBER INPUT**

Chairman Merrill asked the group if they knew of any unmet needs in their communities. He stated that, as committee members, they need to be aware of services and ways to assist elderly community members in accessing AAA services. Mr. Merrill mentioned that he has heard many people mention problems receiving dental services. One suggestion was for those in need of dental work to put in for In-Home and Family Support services. This program also can assist with vision and other services that are not covered by Medicare.

#### **OTHER BUSINESS / ANNOUNCEMENTS**

Member, Robert Gauer, announced his resignation from RACOA. He stated that his family would be moving but that he has enjoyed being a member for the past five years. He was thanked for his service.

Next meeting: The July meeting will be cancelled due to scheduling conflicts. The next scheduled meeting will be held on Wednesday, September 23, 2015.

#### **ADJOURNMENT**

The meeting was adjourned at 11:00 a.m. Duly adopted at a meeting of the Regional Advisory Committee on Aging this 23<sup>rd</sup> day of September, 2015.

\_\_\_\_\_  
Chairperson Signature

\_\_\_\_\_  
Date

**A Program of the Concho Valley Council of Governments \*Funded by the  
Texas Department on Aging and Disability Services  
Coke, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard,  
Reagan, Schleicher, Sterling, Sutton and Tom Green Counties**