

# **AGING AND DISABILITY RESOURCE CENTER PILOT SITE MEETING**

**October 30, 2008**

**9:30-10:30 am**

**NNCIL – Sparks**

Call in: 888-363-4735

Access code: 4522177

Lyn Bremer, Kristi Martin, Tina Gerber-Winn, Cissy Garic, Cheyenne Holcomb, Lisa Erquiaga, Mary Alice Denning, Dominique Joseph, Blanca Leon, Grady Tarbutton, Marilyn Wills, Debbie Cormier, Teresa Sacks and Brittney Fleischner were in attendance.

## **1. Minutes Review from last Meeting**

The minutes from the September 25<sup>th</sup> meeting were approved as written. Previous meeting minutes can be found on the Division for Aging website on the ADRC tab.

## **2. ADRC Title III-E Reporting Requirements**

Marilyn sent out the components of the training manual for the caregiver and care recipient to the ADRCs. Title III-E is granted for caregiver support therefore it is critical to capture the caregiver component in SAMs to meet federal requirements. Information and assistance as well as referrals all count towards caregiver support.

## **3. ADRC Title III-E RFP Solicitation for Next FFY**

The tentative date for the next RFP will be January 15, 2009. Although it will be emailed to all the ADRCs it is an open and competitive grant. Orientation information will be disclosed in the email. Emphasis will be on getting the current ADRCs running smoothly so they can be used as models for new sites. The application process will end in February.

## **4. Review of Evaluation Activities – Teresa/Dominique**

Teresa has completed data collection, surveys and interviews. The usage of the e-forms has increased tremendously. There were 56 intake surveys completed and the overall response has been positive. There has been an increase in satisfaction for follow-up. Site reports need to be sent to Tina from each site, they will be attached to the federal report. Blanca and Brittney both requested passwords so they can enter information in SAMs.

## **5. SART Report**

Tina is updating areas that have changed; she is waiting for individual pilot site reports on their service delivery. Tina will add these to her report and send out a finalized report when it is complete.

## **6. Status of ADRC Website**

The website continues to be up and running despite previous worries it would have to be shut down for a couple of months. It should continue working while the new contract is being negotiated. Tina continues to work with Michael Woods on getting the data correctly transferred into Beacon. Once this is accomplished it will allow the data to migrate accurately onto the ADRC website.

## **7. Face to Face Meeting in November**

The next meeting is scheduled from 9:30 am to 2 pm on November 20<sup>th</sup> at the Northern Nevada Center for Independent Living. Among the items to be discussed are:

- Assessment
- Evaluation (Tina will meet with Kristi and Teresa before the next meeting.)
- Service specifications
- Progress toward fully functioning criteria
- Marketing (DAS, ADRC and NCC work together) Grady will talk to the Washoe County public information officer.
- Discuss the role of the RD specialist as it relates to ADRC

## **8. Anything Else**

Meeting adjourned at 10:05 am.