

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

**February 5, 2009**

**9:30-2:30 pm**

**NNCIL – Sparks**

Call in: 888-363-4735

Access code: 4522177

Tina Gerber-Winn, Brittney Fleischner, Grady Tarbutton, Lisa Erquiaga, Cheyenne Holcomb, Debbie Enos, Tiffany Young, Phil Ulibarri, Larry Weiss, Lynn Bremmer, Teresa Sacks, Cissy Garic, Diane Ross.

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

The minutes from the December 18, 2008 meeting were approved as written. Previous meeting minutes can be found on the Division for Aging website on the ADRC tab.

## **2. Marketing**

Phil discussed the developments that have occurred since the last meeting including that he met with Tina and Debbie and discussed some of their hopes for the marketing plan and his involvement. He also met with CAN Prevent (Child Abuse Neglect) and secured \$50,000 from the Child Death Review Committee for a cooperative campaign with them to market the prevent abuse message for children and elderly. \$5,000 of that money will go towards developing a website. He is working on securing one phone number, possibly 211 to use as a hotline. Phil read the rough draft of the 60 second public service announcement that is being developed. The ADRC's need to make sure 211 has their information. If the 211 phone number is used, they will need to be properly trained to handle the calls.

Phil described the steps involved in marketing the ADRCs. It was discussed that each ADRC's should do some low level of marketing. Once the grant goes through, he will be ready to go forward with the marketing plan and he will have 8 – 10 hours per week to devote strictly to the ADRC marketing. He is targeting April to start the campaign to coincide with Child Abuse Prevention month. May will also be targeted because it is Older American's month. He is working on brainstorming a central message for all ADRC sites and their open house. Ideas now include making people aware of when they need to start planning and getting the message out that the services offered are not income based. A media press information kit will be put together and distributed to the sites.

## **3. Extension of current grants and review of granting process; Role of the RD Specialist – Debbie Enos**

Normally at this time of the year, the Division would have already sent out the RFPs. However, because of the budget and the decisions that will be made during the legislative hearings, the current grants will be extended for three months July 1, 2009 to September 29, 2009. After the legislative session the next grant cycle will start and be

valid October to June. Debbie will keep in contact with the grantees throughout the legislative session. She needs a revised budget from grantees by March. This will be a supplemental grant so it can be sent through email and not require an original signature. Debbie gave an overview of the role of the Resource Specialist in the grant process. Debbie will set appointments in the north and Kristi Martin will do the same in the south to visit sites and set up their service specifications.

#### **4. Finalize Data Fields on the Intake Assessment – Group**

Tina reviewed the intake fields in the SAMS database with the group. Changes were made in several sections where there was confusion. Need to add veteran status information somewhere on the intake assessment. The group would also like an outcome field, they decided to use Teresa's as an example.

#### **5. Define Cues to Enter into Options Counseling from I & R/A – Group**

Cues were identified that would prompt an intake person to probe further with the caller. It was decided that isolation and lack of support would prompt a home visit. Future sites will have to be willing to venture out beyond their lobby.

#### **6. Identify Data Fields on Options Assessment – Group**

World Health Organization has a 36 question self assessment. The group will view assessments from other states and the WHODAS site to come up with a universal assessment for Nevada ADRCs to use. SPACs 16 areas of concern for assessment will also be used. The 16 areas were divided up among the group to work on and bring back to next meeting. Want to assess and determine needs.

#### **7. Website Update/Welfare Web-based Tool – Tina Gerber-Winn**

There is a four year contract now in place and there hasn't been any lapse in service as was originally anticipated. The Division is in the process of moving forms into SAMS. Welfare is requesting a front end screening tool for their applications. Tina would like to have a list of people that would like to have access to Welfare's screening tool. If this new program works like Tina thinks it will, it will no longer be necessary for the ADRC website to have forms.

#### **8. Determine Inclusion/Exclusion Criteria for Resources on Website – Tina Gerber-Winn**

Tina gave out an outline of the inclusion/exclusion list of rules. What information does the group want to include on the resource list? The current resources listed on the ADRC website will be reviewed to see how many would remain or be removed based on this criteria. The group will look at this again at the next meeting.

#### **9. Role of Sanford Center... beyond Quality Management, including training modules – Teresa Sacks**

Teresa from the Sanford Center is working on the operations and procedures manual for the ADRCs. Teresa is also working on developing some training modules. The

group agreed that trainings are more affective with real people teaching about real situations. The training modules that have been identified so far are: informed choice; consumer direction; I & R standards; advocacy; the three ADRC service levels; the difference between publicly funded and private programs; eligibility parameters for publicly funded programs; IT data collection responsibilities; determination of imminent risk for nursing home placement; disability awareness; and crisis management. Tina asked what topics people in this group could present as real life training. Teresa will work with people from the group before the next meeting to see what training they may be able to offer.

## **10. Fully Functioning Status – Group**

Tina updated the group on the list of items ADRCs needed to become a fully functional ADRC and discussed where the group was at in achieving that status. There are seven items at a minimum that are needed to be considered fully functional. Tina will email the list to the group members to look at it and make comments as to where the group should go forward with the plan.

## **11. Anything Else**

Received MAABD trickle information from Dena Schmidt, Teresa will incorporate this in with her information for her presentation on MAABD and welfare eligibility.

Grady gave a brief overview of the Gatekeeper Program that helps check up on seniors with the help of postal carriers.

AIRS conference will take place May 31 – June 3, 2009 in Reno.

The next ADRC meeting will be on March 25, 2009 from 9 am – 11 am, items on the agenda will include marketing, intake assessment, inclusion/exclusion (Diane), and education (Teresa).