

AGING AND DISABILITY RESOURCE CENTER (ADRC) SITE MEETING MINUTES

**April 15, 2010
9:00 a.m. - 11:00 a.m.**

Northern Nevada Center for Independent Living – Sparks

Attendees : Corrie Herrera (guest), Joan Inglis (guest), Paul Valley (guest), Diane Ross (The Continuum), Reggie Bennett (RAGE), Shane Moulton (SCFA), Wanda Brown (ADSD-ADRC), Rori Lee (SCFA), Teresa Sacks, (UNR-SCFA), Lee Derbyshire (WCSS), Richard McFeely (NNCIL), Dena Schmidt (Medicaid), Blanca Leon (WCSS), Debbie Enos, (ADSD), Cherrill Chrisman, (ADSD), and Cindy Tapp, recorder, (ADSD)

1. Minutes Review from the March Meeting - Wanda Brown

Minutes are in the process of being completed. Ms. Brown will send the minutes out when complete.

2. Nevada Medicaid presentation – Dena Schmidt

**Presentation not quite ready. Skip down to item number 5.*

5. ADRC Granting Applications – Debbie Enos

The social services round of applications for FY 2011 are almost finished. View findings and recommendations will be sent to the ADSD management level, where they will determine funding levels. It will be submitted to Carol Sala, ADSD Administrator and Ms. Sala will make the final decisions on funding levels.

The notice of grant awards will go out in early June.

For the Independent Living Grant (ILG), FY 2011 the request for proposal was announced on April 7. Funding is for approximately 4 million dollars. There will be application orientations presented on:

- April 20 in Las Vegas,
- April 21 in Elko, and
- April 22 in Carson City.

If you would like more information about the round of funding you can access our website at nvaging.net. Click on the grants button and you will see the Independent Living Grant funding opportunity.

ILG applications will be due to the ADSD Division by 4pm Wednesday, May 19th.

Ms. Enos affirmed that within the ILG we are entertaining applications that are interested in being ADRC sites. She stated if you have questions you may call any of the five RD specialists. The five specialist are, Kristi Martin or Shirley Alloway in the Las Vegas office, Debbie Enos in the Reno office, Shirley Chantrill in the Elko office, and Becky Boatwright in the Carson office.

For the people in North Eastern Nevada that didn't get some outreach to apply for the IIIE funding, this opens it up for them to apply in ILG. It appears that there was more outreach down in Northern Nevada and because it is open competitive, they're eligible to apply as well.

There are four new applicants around the state along with the existing site applicants.

Ms. Enos stated there is anticipation of a couple new applications in the ILG. Ms. Enos reinforced its mandatory for new applicants to attend the orientation session.

A grantee that already exists and is applying does not need to attend the session.

Skip to item number 3

3. ACCESS Nevada presentation – Dena Schmidt

Nevada Medicaid - Online Application <http://acnvapplepathnevada.dwss.nv.gov>

Ms. Schmidt confirmed the online application is for all Welfare programs. Ms. Schmidt stated at this time the application can be printed out. Welfare's goal is to have it electronically submit to their agency in the future. It will be available to the public starting December 1, 2010. Also included in that will be Nevada Checkup.

Points of interest listed below:

- On the first couple of pages of the application it gives direction on how to apply for benefits, there are links to other forms that a person might need. There is a form that is a link that tells all information needed to process the applications.
- MS. Schmidt stated there are links to the location of the agencies, address phone numbers, etc.

- The application was built to be dynamic, in the fact that if you apply for food stamps it's only going to ask you pertinent questions to the food stamp program.
- On the tool bar on the left hand side, it indicates what page you are on by the color. Grey means you have completed that section, it tells you how far along you are on the application. If the background is white that means it is missing information on that page. You can navigate using the next, previous button or use the tool bar.
- If you answer a question with a yes, you will be asked another question.
- All mandatory fields must be completed before you can print out the form.
- The system is designed to print the application and any pertinent forms pertaining to the application.
- When electronic submission starts, once the application is submitted it will show in a pdf form. Also, the system will tell a person the forms that need to be printed out and completed to help process their case.
- A cover sheet with a list of what is usually needed will show and it will state to please provide all the basic information.
- Verification forms will have to be mailed in or dropped off separately.
- In the next phase questions regarding waivers will be added.
- Each consumer will create their own log-in account. Information is kept for 30 days. After 30 days the system will drop the information if the consumer has not completed or submitted the application.
- When electronic submission is available a consumer will be able to go back in and pull up the application they submitted for up to three months.
- After December in the next phase an applicant will be able to go in and see the status of their case.

4. Operations manual Status Update – Wanda Brown

Ms Brown will be able to insert the last of the programs once she receives them. Once she receives the programs Ms. Brown will email them out to the members and by the next meeting they will be ready for discussion.

The final draft of the operations manual will come in one document at the end and be put online.

2. Nevada Medicaid presentation – Dena Schmidt

Power Point presentation by Ms. Schmidt

Points of interest listed below:

- Individuals that receive SSI and are residents of Nevada are eligible for full Medicaid.
- Welfare has 10 days to get the applications approved.
- Public Law's is for individuals who have lost their SSI for some reason. The individual will not lose their Medicaid.
- Institutional and Home and Community Based Waiver eligibility is the same.
- If a person is on SSI or Social Security Disability or if they are enrolled in Medicare that is enough for verification of citizenship.
- Children on Home Based Waivers, their parents need to be aware that if the child is eligible there is a parental reimbursement that is factored in and the parents might be charged a small reimbursement amount, but will not affect the child's eligibility.

6. Options Counseling Training Module; CIS/FCIS; DTT updates Teresa Sacks

March Data Tracking Tool (DTT) is due today.

Site visits with RAGE scheduled for next Thursday

Ms. Sacks stated the consumer intake survey (CIS) and the follow-up consumer intake survey (FCIS) has been updated, revised, and approved by the state. Also with that comes updating the program plan 2.0 which has to go through the Institutional Review Board (IRB). Meanwhile they will be issuing the original consumer intake survey and the original follow-up consumer intake survey.

Ms. Lee stated she went through her files and did a basic count of the consumer intake surveys and the follow-ups, in the most previous six month period and the six months before that. The count is as follows;

- October through March 31, 2010; 130 consumer intake surveys. 97 were from R.A.G.E., 18 from NNCIL and 15 from WCSS.
- The previous month 56 were received, 33 from R.A.G.E., 15 from NNCIL and 8 from WCSS.

Mr. Moulton requested staff to send their feedback on the Options Benefit Counseling Module Outline to him by next Friday, April 28, 2010.

The purpose of the outline is so everybody has the opportunity to review what the topics are in the training module that is going to be developed.

Mr. Moulton would like to get the feedback now before the module is completed. Your feedback is very important!

7. Updates: IT, Advisory Board and Interagency Group – Wanda Brown and Tina Gerber-Winn

Ms. Brown stated the first meeting of the Advisory Board was on March 30. The meetings will be held on the third Tuesday right before the quarter ends, the last month of the quarter.

The Advisory Board will be helping with the strategic plan, some of the focal points and giving advice on some of the things that are being done as the ADRC project moves forward.

All Advisory Board members are invited to attend the Site meetings. Attending today in the Sparks location is Ms. Sara Brower and in Las Vegas joining us is Ms. Jackie Kassower.

Ms. Brown stated working with the Interagency Group will prove to be helpful for putting together the Operational Manual. This will encompass the public programs we have identified in the ADRC service specifications. It will also include contact persons and phone numbers.

The ADRC IT specialist has been hired. Brian Wanbaugh is from the Carson City area and we are not sure when he will start working because we are in the process of the background check. Brian is very familiar with the program that Nevada Care Connection is in. Also Mr. Wanbaugh has experience with Nevada ADRC in the Sequel program and net experience. Mr. Wanbaugh will be working on the I&R tool in SAMS as well.

8. Anything Else

Ms. Pasquale inquired about additional SAMS's licenses. Ms. Pasquale will state in writing why she will need an additional SAMS's license. Then she will send her request to Ms. Brown who will forward the request on.

We are looking at two sites in rural Nevada, depending on the grant applications.

Mr. Bennett asked if there was any additional funding for advertising. Ms. Brown stated not within the enhancement grant. Radio can be free advertising and Mr. Bennett asked

if approval was needed from The Division PIO to include the ADSD name in PSA's and other media outreach in order to proceed. Ms. Brown will check on the answer and get back to Mr. Bennett.

If an agency becomes a site and a person from the agency is on the Advisory Board that person will need to step down.

The SART Excel Entry Tool is due April 30th so please get it in a day or two early to Ms. Brown so she can attach it to the report she will submit. Thank you.

Next ADRC Site meeting is scheduled for June 3, 2010 at 9 a.m.

The Administrative meeting will be held at 8:30 a.m. right before the site meeting.

Ms. Brown adjourned meeting at 11:00 a.m.