

AGING AND DISABILITY RESOURCE CENTER PILOT SITE MEETING

June 26, 2008
9:00 a.m. to 10:30 a.m.

Call in: 888-363-4735
Access code: 4522177

Diane Ross, Marilyn Wills, Shirley Alloway, Tina Gerber-Winn, Debbie Cormier, Debbie Enos, Cissy Garic, Mary Alice Denning, Dan Clarke, Teresa Sacks, Dominique Joseph, Lisa Erquiaga, Grady Tarbutton, Reggie Bennett, Cheyenne Holcomb. Linda Famuyiro attended via teleconference.

1. ADRC Title III-E funding Request Information **Tina Gerber-Winn**

The Divisions Resource Development specialists have been working on the solicitations which would give the ADRC sites the opportunity to apply for Title III-E funding for continuation. The funding would be from October through June of next year. Kristi Martin and Shirley Alloway are the contact people for this funding. Applications from the three pilot sites and Sanford Center are due by July 31, 2008.

2. Resource Database (Beacon) Fields and Review of NVCC Care Site – What other elements do we want to capture? **Tina Gerber-Winn**

Teresa Sacks asked the ADRC sites what other criteria they would like to capture. The reply was they wanted more financial criteria, including the income range of people served, if they accept Medicare and Medicaid, if they have a sliding scale fee and the languages that are spoken at an agency.

Tina asked for clarification when it was noted that something was “open” or “varies”. Diane stated that under services provided the answers varied. Diane has a document that lists the eligibility criteria requirements and will forward it to Tina.

Mary Alice said the search feature needs to be redefined on the ADRC website. Currently when searching for one item the search is too broad and you receive too many results.

3. Discussion of ADRC Principles in Relation to NCIL **Tina Gerber-Winn**

There will be an Independent Living Council meeting July 21 -24, which Lisa will be attending. The National Council has devised a unique set of principles that are part of independent living philosophy and applicable to ADRC operations. The group discussed how the ADRC could embrace the philosophy and allow consumers control, direction, self-determination and autonomy in the process of planning for services. Lisa mentioned that the CILS are worried that ADRC sites will take over their service provision sites. The CILS want to make sure ADRC sites serving the disabled understand the inherent values of independent living. Lisa stated that she would report back to the group if the National Council adopted the principles as related to ADRC. Some members in the group felt other parties needed to discuss this topic more in depth. Reggie asked if there would be a conflict with the CIL if RAGE is working with ADRC. Lisa doesn't foresee any problems.

Tina suggested using the Operating Principles as an overview for ADRC's principles, philosophy and values. It could help define consumer control, direction, autonomy, and dignity of risk. Tina asked Lisa to let the group know if the NCIL adopts the principles and then the group could use those principles to come up with a statement about the ADRC's principles and philosophy.

Grady suggested getting nurses involved because of the medical versus social model of care. Medical personnel don't want risk, they want more managed care. Perhaps if they got involved in defining these principles they would better understand the community based care.

4. Review of Pilot Site Visits by Teresa Sacks and following up on the some areas of data collection **Teresa Sacks**

Teresa visited the ADRC pilot sites and reviewed the program evaluation activities. She compiled her findings into a report that was made available to all ADRC members. Teresa gave an overview of the different sections of the document. The Division for Aging Services is looking at the service specifications and will update them so it will be clear to the sites what is expected. The new service specifications will be available at the next meeting. The group discussed the ADRC sites doing more than information and referral and expanding to do marketing and outreach as well.

Reggie asked about creating universal language designed and put into a brochure format to distribute statewide. Tina agreed that would be a good idea and is actually number six on the priority list.

Tina asked for clarification on a comment under the Fully Functioning ADRC Feedback section, “would like to see relationships with public partners more clearly defined.” Tina would like to examine each public partner separately and find out from the site what information they would like from the partner while explaining to the partner what the site will be able to do for the partner. Tina confirmed that a Memorandum of Understanding (MoU) was needed and a clearly defined “need list” for each agency.

Tina will meet with Dena Schmidt from Welfare to set up a training schedule. Tina wants to obtain the 101 content for the manual including the appeals process, some definitions and to confirm a contact list of welfare supervisors for site staff to use.

Tina believes the service specifications will help clear up the differences between NVCC and ADRC. This includes an expectation to follow up with clients and not to rely on the client to call back if the problem continues.

Teresa offered to clarify people’s responses and send in a revision.

5. Discussion of Data Reporting and use of NAPIS assessment
Tina Gerber-Winn

Tina would like the information on the ADRC tracking tool to be put into SAMS during the next quarter. There was a question about the “Type/Date” column, when the date is used and when it should be used as a count. Specific programs require dates. Tina went over the notes she made on the form, explaining where the different information is stored in SAMS.

The goal of the assessment form is to help workers ask the right questions and make accurate referrals. Some workers found the assessment form long and intimidating to use. Tina explained that from the Division’s perspective the questions are designed to capture information about their clients so the agency and the clients can plan for the future. Each site should be using the form in the same way.

It needs to be determined which information is routinely gathered on an intake form and what needs to be done to get to an assessment to help the client future plan. Diane, Linda, Mary Alice and Dominique will help Tina develop a form that will ask these questions.

6. Review of Fully Functioning ADRC Qualifications and Coordination with ADRC Grantee Identified Priorities

Tina reviewed this document and made notations, anything that is in yellow are items that need to be worked on and are a priority. Items in green have been achieved and items in red will never be achieved. Tina asked the group what

they felt should be the top priorities. Most agreed that marketing, data collection and processes should be the top priorities. Outreach was also noted. There should be a process in place for data collection that will make it consistent. Final plans should ensure that all the partners are on board, i.e. Welfare.

Tina stated there are requirements for qualifying that the Division expects to be collected. Where they are collected is not a concern right now but the sites must figure out how they are going to collect them. The Division needs to know from the sites what they need in order to do a good job when they are completing a q & a with a client. The service specifications are the minimum requirements.

Since there was a concern about doing outreach when not all program partners are in sync and definite specifications are not in place, it was decided to curtail some of the outreach until these issues could be worked out.

7. Discussion of Welfare Powerpoints and Setting Expectations in Partnership with DWSS

This is Welfare's Medicaid 101, not to be confused with the Medicaid 101 that Merry Wherry has presented before. This powerpoint explains how you become eligible for Medicaid. Both presentations can be used for training. Tina will ask Betsy Aiello about presenting the Medicaid 101. The group would like to have a contact list, definitions of the collateral information and flowchart from Welfare. They would also like to know about the content of the programs that welfare offers that the sites would get involved in when they are engaged in the advocacy process. Tina will place some of this information into the operations manual.

8. Status of ADRC Website

Teresa and Tina talked to Assistguide about adding a follow up or quality survey field once on the site to collect feedback. They are still working with the Continuum to figure out how to update resources from the NVCC to the ADRC website. Anyone having problems connecting to the website, please contact Tina and she will follow up see if the problem is with Assistguide.

9. Anything Else!!!

The next site meeting will be on July 31, 2008.

The meeting ended at 10:37 am.