

**AGING AND DISABILITY RESOURCE CENTER (ADRC)
PROGRAM EVALUATION SUBCOMMITTEE MEETING MINUTES**

July 19, 2010

The Aging and Disability Resource Center held a public meeting via teleconference on July 19, 2010 beginning at 10:00 a.m.

Subcommittee: Teresa Sacks, (UNR, SCFA), Ronnie Wilson, (Blind Center of Nevada), Kristi Martin (ADSD), Wanda Brown, (ADSD-ADRC Project Manager), and Angie Pratt, (Alzheimer's Association of N.NV)

Cindy Tapp (ADSD); Minutes recorder

I. Meeting called to order 10:05 A.M. July 19, 2010

II. Welcome Remarks: Wanda Brown

Introduction: Attendees stated their name and agency. Wanda Brown thanked the committee for their interest, time and attendance on developing the 5-Year Strategic Plan.

III. Nomination and Election of Chairperson

Motion: Nomination of Teresa Sacks to be elected as the Chairperson

Motion to Approve:

First to Motion to Approve:

Ronnie Wilson

Second to Motion to Approve:

Angie Pratt

Anybody Opposed? *No*

All in Favor: *Aye*

Motion to approve is final.

IV. Discussion and Possible Action on Drafting Program Evaluation to be included in the ADRC 5-Year Strategic Plan

- The key component to AoA's Program Evaluation is that there is one measureable plan/outcome.
- Teresa Sacks stated Program Evaluation is in response to goals and objectives identified by the other subcommittees working on the 5 year plan. This subcommittee needs to identify what to measure and what is most important as the project goes forward. Kristi Martin suggested, Rural Development, SAMs Tracking, who we are serving and Targeting Population.

Wanda stated that recently she met with the Lewin Group regarding Nevada's status of becoming Fully Functioning. Serving private pay individuals was a topic discussed and stressed as an important population to outreach to.

Teresa stated Rori Lee from Sanford Center has been researching ADRC clients in SAMS as case examples in the three levels of service to establish benchmarks. This will help determine how long it takes to serve a client from start to finish in each service category and bench mark if we are actually streamlining the process.

- All members agreed that one of the important parts of the 5-Year Plan is the outreach and expanding out to the rural areas.
- Things to look at as a committee:
 - Provider partnership satisfaction
 - How do the partners feel the program is going
- Wanda Brown agreed to include mapping of Nevada to be put into the Strategic Plan. Wanda Brown will do a formal report on mapping process as it relates to the recruitment of the new ADRC Sites.
- Lyon County, the newest ADRC site, will be working with SHIP and RAGE on the Medicare Improvement for Patients and Providers Act (MIPPA) Grant if ADSD is awarded.

CMS provides targeted areas of individuals with low income by using zip codes to outreach to clients that are eligible for Medicare Savings Plans and Low Income Subsidy. These individuals have not applied for the benefits or may not realize they are possibly eligible.

- ADRC has a strategic plan template from the Lewin Group that will be used to format the 5-Year plan. All members of the subcommittee have a copy.
- The plan needs to be realistic and achievable to be a success and in the end meet the AoA vision. One measurement could be; Are we reaching the right people?
- The plan could include supplemental information such as the developed partner agreements.

Motion: To vote on the three actions to draft into the 5 year plan: 1) Rural Expansion and Effectiveness, 2) Urban consumers (projection to actual target populations served), 3) Partnership satisfaction, to be drafted and included in the ADRC 5-Year Plan

Motion to Approve:
First to Motion to Approve: Teresa Sacks
Second to Motion to Approve: Ronnie Wilson

Anybody Opposed? *No*
All in Favor: *Aye*
Motion to approve is final.

V. Consider Agenda Items for Next Meeting

Motion: Agenda item; Review of work draft at the next meeting. *Would like to review the draft by webinar if possible.*

Motion to Approve:
First to Motion to Approve: Kristi Martin
Second to Motion to Approve: Angie Pratt

Anybody Opposed? *No*
All in Favor: *Aye*
Motion to approve is final.

Wanda Brown will check with Dale Ann Luzzi to see what is involved in setting up the webinar.

VI. Schedule Next Meeting Date and Time

Motion: Next meeting will be held August 12, 2010 at 9:00 A.M. to 10:30 A.M.

Motion to Approve:
First to Motion to Approve: Ronnie Wilson
Second to Motion to Approve: Kristi Martin

Anybody Opposed? *No*
All in Favor: *Aye*
Motion to approve is final.

VII. Public Comment

No Comment

VIII. Adjournment

Motion to Adjourn: 10:47 A.M.

Motion to Adjourn:

First to Motion to Adjourn:

Teresa Sacks

Second to Motion to Adjourn:

Kristi Martin

Anybody Opposed? *No*

All in Favor: *Aye*

Motion to Adjourn is final.