



**Rogue Valley Council of Governments (RVCOG)  
Senior Advisory Council**

Date/Time: 12:30 – 2:30 p.m., Monday, June 4, 2018

Location: Jefferson Conference Room, RVCOG, 155 N. 1<sup>st</sup> St., Central Point

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**Agenda**

- 12:30 Call to Order/Attendance .....Sandy Theis
- 12:35 General Meeting Business.....Sandy Theis
- a) Introductions of guests & public comments
  - b) Additions to agenda
  - c) Review and approval of May 7, 2018 Minutes
  - d) Announcements
  - e) SAC Member Update: Anne Bellegia, John Irwin, and Rosalie Caffrey - 2<sup>nd</sup> terms completed  
Member Renewals 2<sup>nd</sup> Term: John Curtis, Isleen Glatt, Pat Jenkins, Nancy Randolph
- 12:45 Committee Reports
- a) Executive Committee.....Sandy Theis
  - b) Council Development ..... Pat Jenkins
  - c) Support Services/Nutrition ..... Rosalie Caffrey
  - d) Communications & Outreach.....Rhonda Lawrence
  - e) Advocacy..... John Curtis
  - f) Disability Services Advisory Council ..... John Curtis
  - g) Home & Community Based Care Committee..... Nancy Randolph
  - h) Field Office Report..... Kathie Young
- 1:10 Director's Report ..... Laura O'Bryon
- 1:20 **Action Item** - Election of Officers .....Sandy Theis
- 1:30 Break
- 1:50 Presentation - Foster Care Home Project .....OHSU Nursing Students
- 2:15 **Action Items** - Budget.....Berta Varble, RVCOG
- Proposed Final FY 2018 OAA/OPI Budget
  - Proposed FY 2019 OAA/OPI Budget
- 2:25 Other .....Sandy Theis
- 2:30 Adjourn .....Sandy Theis

***Members: Don't forget to complete Volunteer & Expense Report.***

**155 N 1st Street PO Box 3275 Central Point, OR 97502**

*RVCOG is the designated Area Agency on Aging for Jackson and Josephine Counties providing services to seniors and adults with physical disabilities*

**Meeting:** Senior Advisory Council (SAC) Meeting

**Date:** May 7, 2018

## **PARTICIPANTS**

- Anne Bellegia – SAC Member
- Berta Varble – SDS Staff
- Chelsey Kirby – SDS Staff
- Cherish Dominguer – Options for Southern Oregon
- Erika Bekermeier – SAC Member
- Isleen Glatt – SAC Member
- Jean Carroll – SAC Member
- Jim Bachman – SAC Applicant
- John Curtis – SAC Member via phone
- Kathie Young – APD District Manager
- Kevin Roebke – Presenter
- Linda Serra – SAC Member
- Nancy Randolph – SAC Member
- Pat Jenkins – SAC Vice-Chair
- Rhonda Lawrence – SAC Member
- Richard Hoskins – SAC Member
- Rodney Schroeder – APD Deputy District Manager
- Rosalie Caffrey – SAC Member
- Sandra Theis – SAC Chair
- Sue Casavan – SDS Staff

## **SAC MEMBERS NOT PRESENT**

- Bernadette LaLonde
- Colleen Roberts
- Dan DeYoung
- Jamie Callahan
- John Irwin

**CALL TO ORDER** - Sandy called the meeting to order.

## **GENERAL MEETING BUSINESS**

**Introductions of guests and public comments** - Introductions were made.

- As an Ashland resident, Isleen applauded Anne and Laura's contribution to the Ashland Senior Center for serving on the Ad-Hoc committee.

- Rosalie commented on the article titled “Who Can You Trust?” in Sunday’s Mail Tribune on paid caregiver theft and abuse. Rosalie thought it was an “excellent article”.

**Additions to agenda** – None.

**Review and approval of April 2, 2018 Minutes** –

Pat mentioned the last sentence in the Home & Community Based Care committee reports should say “Pat mentioned the possibility of using the Grants Pass Senior Resource Center as the location for a potential Adult Day Services Program. Minutes were approved as corrected.

**Announcements** –

- Anne announced that the “Let’s Talk About Caregiving” caregiver conference will be held at the Smullin Center in Medford on June 1, 2018 from 8:30am – 3:30pm. Lunch will be provided. A suggested donation of \$10 can be given at the door. Sandy asked Sue to email the flyer to the SAC.
- Sandy announced that Laura is at lunch with SOU’s Director of Outreach and Engagement – Jeanne Stallman. They are discussing a potential certificate program related to Aging Life Care Specialist Planning.
- Berta passed out a flyer for the Aging and Human Service Partners Afternoon Tea. It will be held on May 14th at the Jackson County Mental Health building from 1:30-3:30pm.

**Discuss SAC Bylaws** – Rosalie has a friend that would like to attend the SAC meetings, but cannot commit to becoming a SAC member at this time. The SAC meetings are public and non-members can attend anytime. It is not necessary to be an adjunct member to attend a SAC meeting. Public attendees have no voting privileges.

**Action Item: Recommendation of New Member to the Senior Advisory Council – Jim Bachman.**

- The council unanimously approved the recommendation.

**COMMITTEE REPORTS**

**Executive** – Sandy reported.

- Exec members talked about the succession of council officers next month. Sandy will send a list of potential SAC officers.
- Exec members briefly discussed the Grants Pass Senior Resource site.

**Council Development** – Pat reported.

- Pat shared she currently has no applications.

### **Support Services/Nutrition** – Rosalie reported.

- They met with the ADRC group. Katie Merola reported at the meeting. She has taken on more responsibilities which keeps her quite busy. Pat volunteered to help work on the ADRC Database.
- \$10,000 OAA (Older Americans Act) funding is available, that has been allocated to Age Wise Age Well.
- They discussed IIBB allocations that fund Guardianship/Conservatorship service in Josephine County. UCAN reported getting an average of 5 calls/week regarding Guardianship so perhaps some of the funding could be used to train and/or educate staff.

### **Communications & Outreach** – Rhonda reported.

- They discussed the Food & Friends building in Grants Pass. They are hoping to revamp some previous educational components to bring more awareness of Food & Friends and the Senior Resource Center.
- Rhonda plans to speak to Jamie about the Senior Fair in Josephine County.

### **Advocacy** – John Curtis reported.

- At their last meeting Stacy Brubaker expressed her concerns about Medicare recipient's Mental Health care challenges.
- They discussed the Candidate's Forum coming up in September.
- Jim shared about a survey they are working on to gather information from any provider that could be reimbursed by Medicare. They have been brainstorming questions to put in the survey.

### **Disability Services Advisory Council (DSAC)**

- John shared that the committee is gaining members.
- The Deaf and Hard of Hearing Committee has broadened their scope to include legal, law enforcement and courts.

### **Home & Community Based Care** – Nancy reported.

- The committee has not met. They hope to have a meeting late this month. They plan to address issues and changes with some new rules that have been rolled out.
- Pat shared that two OHSU junior students are working on a research project that includes a survey for Adult Foster Home owner/operators (in Jackson County) to try to ascertain the reasons why so many AFHs are closing.

### **Field Office Report** – Kathie reported.

- Kathie talked about the October changes. Changes in the notice language will hopefully be finalized and implemented soon.

- They are in the process of hiring a new Manager in the Grants Pass office.

**Director's report** – Berta reported.

- Berta passed out statistics on Jackson and Josephine Counties put out by the Office of Economic Analysis.
- Berta handed out a letter from Laura with an update of the Grants Pass Senior Resource Center.
- Berta shared – Laura had sent out an email asking members if they would be willing to participate in the Jefferson Regional Health Alliance Focus Group. It will be on Wednesday, May 9<sup>th</sup> from 10am to 11:30am. Laura needs to know by 5pm today.

**Presentation:** Kevin Roebke - Residential Service Protection Fund Outreach Coordinator

- The Public Utility Commission has two programs to assist Oregonians. Kevin discussed the Telecommunications Devices Access Program (TDAP) and the Oregon Telephone Assistance Program (OTAP) also known as Lifeline.

**ADJOURN** – Meeting ended at 2:30 p.m.

**Action Item**  
**Appointment of Officers to the Senior Advisory Council**  
**Fiscal Year 2018-2019**

**Recommendation:**

That the Senior Advisory Council (SAC) approve the appointment of Officers as follows:

**Nancy Randolph, SAC Chair**

**Rhonda Lawrence, Vice Chair**

**Pat Jenkins, Council Development Chair**

**Sandy Theis, Support Services Committee Chair**

**Rhonda Lawrence, Communications & Outreach Committee Chair**

**John Curtis, Advocacy Chair**

**Nancy Randolph, Home and Community Based Care Committee Chair**

**John Curtis, Disability Advisory Committee Liaison Chair**

**Recommended By:**

Senior Advisory Council Executive Committee

**Proposed Final Fiscal Year (FY) 2018  
Older Americans Act (OAA)/Oregon Project Independence (OPI) Budget**

**ACTION:**

That the Senior Advisory Council review and comment on the following Proposed Final FY 2018 (July 1, 2017 – June 30, 2018) OAA/OPI budget:

<b>OAA/OPI PROGRAMS</b>	<b>ORIGINAL FY 2018 BUDGET</b>	<b>PROPOSED FINAL FY 2018 BUDGET</b>	<b>PROPOSED CHANGE</b>
<b>CONTRACTED SERVICES</b>	911,839	883,695	-28,144
<b>DIRECT PROVIDED SERVICES</b>	1,598,067	1,630,653	32,586
<b>ADMINISTRATION</b>	184,763	255,683	70,920
<b>TOTAL OAA/OPI PROGRAMS</b>	2,694,670	2,770,031	75,361

**BACKGROUND:**

The Senior Advisory Council is responsible for reviewing and making recommendations related to Older Americans Act (OAA) and Oregon Project Independence (OPI)-funded activities. ***Increases and decreases in other non-OAA and OPI funds may affect how OAA and OPI funds are utilized.***

**Older Americans Act (OAA)** - Federal Law providing services for older persons through programs and grants for social services, research and demonstration projects, and personnel training. SDS RVCOG receives funding to provide services under the following OAA Titles: Title IIIB - Supportive Services; Title IIIC1 - Congregate Meals; Title IIIC2 - Home-Delivered Meals; Title IIID - Preventive Health; Title IIIE - Family Caregiver Support; and Title VIIB - Elder Abuse Prevention.

**Oregon Project Independence (OPI)** - State of Oregon program which provides throughout the Jackson and Josephine County area home care and personal care (in-home) services to authorized: 1) Oregon Project Independence (OPI) clients who are 60 years old or older or are younger adults who have been diagnosed as having Alzheimer's disease or a related disorder; or 2) OPI clients who are age 19 – 59 who have physical disabilities.

**The following are the key items affecting the Original FY 2018 OAA/OPI Budget:**

- The original FY 18 budget was based on the 15-17 biennial allocations. OPI 60+ assumed a 20% reduction to the 15-17 allocation and OPI 19-59 assumed an allocation based on current levels of spending at the end of May, 2017. Both assumed reductions in service for both OPI programs.
- Title IIIB and IIIC1 Older Americans Act came in higher than anticipated. Other Older Americans Act programs had minimal cuts.
- The Nutrition Services Incentives Program (NSIP) was cut nearly \$25,000 for the biennium.
- Both OPI programs were funded significantly higher than anticipated in the original budget; OPI 60+ increased nearly \$426,000 for the biennium and OPI 19-59 increase nearly \$106,000.
- In October, 2017 one of our OPI Service Coordinators accepted a job outside RVCOG. It took a while to fill her position and get the new staff trained. Not long after the new staff was trained and able to carry a caseload she accepted a promotion outside RVCOG. We filled the vacancy in May, 2018. The outcome of these staffing changes is we have been understaffed at the same time that we have had a significant increase in funding. In order to get caught up, in May, 2018, we also hired a temporary OPI Service Coordinator. Our goal is to fully utilize the available funding by the end of the biennium in a way that causes the least disruption to consumers. Towards this goal, we are proposing to utilize \$36,000 to pay for OPI 60+ Home Delivered Meals. This is in addition to the \$24,000 in OPI 19-59 funds that we anticipate spending by the end of June, 2018.

<b>\$s</b>	<b>Proposed Final Fiscal Year 2018 OAA/OPI Budget Changes</b>
<b>\$2,694,670</b>	<b>Original FY 2018 OAA/OPI Budget</b>
	<b>Contracted Services Changes</b>
(\$31,440)	OPI 60+ and PWD Home Care Contract budgets adjusted to reflect actual expenditures.
(\$11,734)	OPI 60+ and PWD State Homecare Worker budgets adjusted to reflect actual expenditures.
\$7,030	OPI 60+ and PWD Personal Care Contract budgets adjusted to reflect actual expenditures.
\$1,000	Title III E Voucher Respite increased to reflect actual expenditures.
\$7,000	Title III E Contract Respite added as a service.
<b>(\$28,144)</b>	<b>Subtotal Contracted Services Changes</b>



	<b>Direct Provided Services Changes</b>
\$380	Title IIIB - Software Developer hired to modify database to allow for better tracking of Care Transitions activities.
(\$12,823)	Title IIIB - Utilized Title XIX Medicaid Base to Maintain ADRC Resource Database.
\$29,388	Title IIIB and IIIE - ADRC staff shifted from Options Counseling to I&R/A; additional I&R/A time funded to reflect actual expenditures.
(\$10,273)	Title IIIB and IIIE - ADRC staff shifted from Options Counseling to I&R/A.
(\$7,007)	Advocacy reduced due to shifting SDS Planner time to Lifelong Housing and Urban/Rural activities.
\$5,614	One-Time IIIB funding to pay for SDS Planner Urban/Rural activities.
(\$799)	OPI Assistive Technology not utilized - reallocated to Contracted Services.
\$39,818	OPI Service Coordinator time shifted from other activities; one temporary OPI Service Coordinator hired starting May 7, 2018.
\$23,443	Continued to support Chronic Disease Self-Management program (CDSMP) with Title IIIB. As we are using the same support staff for both CDSMP and Powerful Tools and we also utilized Title IIIE.
(\$23,464)	Program Coordination, Development and Planning reduced due to shifting SDS Planner time to Lifelong Housing and Urban/Rural activities. SDS Director time shifted to Medicaid base.
\$1,065	Title VII Elder Abuse Prevention funds increased due to prior year carry over. RVCOG sponsored a highly successful Elder Abuse Prevention conference in Fall, 2017.
\$2,000	Title VII - RVCOG and the state Long Term Care Ombudsman (LTCO) program signed an MOU to reimburse LTCO up to \$2000/fiscal year for LTCO volunteers who are serving Jackson and Josephine counties.
\$3,974	Title IIIE Access to Caregiver Support increased to reflect actual expenditures.
\$3,498	Title IIIC1 Congregate Meals increased due to increased allocation.
\$1,200	Title IIIC2 Home Delivered Meals increased due to increased allocation.
\$10,000	Title IIIB funds allocated to F&F. F&F will in turn allocate \$10,000 in local cash to SDS to help cover expenses that cannot be covered in any other way.

\$23,512	OPI Home Delivered Meals increased.
\$7,574	Title IIIB utilized to cover Lifelong Housing activities.
(\$64,622)	Title IIIE originally allocated to Powerful Tools and other Family Caregiver activities not required.
\$108	Title IIIB adjustment to Home-Delivered Meal Outreach
<b>\$32,586</b>	<b>SubTotal Direct Provided Services Changes</b>
<b>\$70,920</b>	<b>Administration</b> - SDS Director and Operations Manager restored to full time from .8 FTE. Small contingency set aside to cover SDS Planner activities.
<b>\$75,361</b>	<b>Total Changes</b>
<b>\$2,770,031</b>	<b>Total Proposed Final FY 2018 OAA/OPI Budget</b>

**RECOMMENDED BY:** SDS RVCOG Staff

**Proposed Fiscal Year (FY) 2019  
Older Americans Act (OAA)/Oregon Project Independence (OPI) Budget**

**ACTION:**

That the Senior Advisory Council review and comment on the following Proposed FY 2019 (July 1, 2018 – June 30, 2019) OAA/OPI budget:

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<b>CONTRACTED SERVICES</b>	883,695	1,126,571	242,876
<b>DIRECT PROVIDED SERVICES</b>	1,630,653	1,717,461	86,808
<b>ADMINISTRATION</b>	255,683	291,714	36,031
<b>TOTAL OAA/OPI PROGRAMS</b>	2,770,031	3,190,026	365,715

**BACKGROUND:**

The Senior Advisory Council is responsible for reviewing and making recommendations related to Older Americans Act (OAA) and Oregon Project Independence (OPI)-funded activities. ***Increases and decreases in other non-OAA and OPI funds may affect how OAA and OPI funds are utilized.***

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**The following are the key items affecting the Original FY 2019 OAA/OPI Budget:**

- SDS has nearly \$255,000 in FY18 OPI carryover to utilize in FY19. In October, 2017 one of our OPI Service Coordinators accepted a job outside RVCOG. It took a while to fill her position and get the new staff trained. Not long after the new staff was trained and able to carry a caseload she accepted a promotion outside RVCOG. It took until May, 2018 to fill the position. The outcome is we have been understaffed at the same time that we have had a significant increase in funding. In addition to hiring the permanent position, we have also hired a temporary OPI Service coordinator to be on staff May, 2018 through June, 2019. In-home services are increased approximately 22 percent in the FY19 budget.
- SDS anticipates generating nearly \$30,000 of Medicaid Match for ADRC I&R/A and Options Counseling activities by utilizing No Wrong Door State General funds as the source of local match.
- SDS is utilizing approximately \$100,000 of one-time Title III E Family Caregiver Support Services funds. This leaves approximately \$125,000 of one-time funds to utilize in the next biennium.
- \$194,186 of one-time Older Adult Behavioral Health Specialist funding ends June 30, 2018.

\$s	Proposed Fiscal Year 2019 OAA/OPI Budget Changes
<b>\$2,770,031</b>	<b>Original FY 2018 OAA/OPI Budget</b>
	<b>Contracted Services Changes</b>
\$85,340	OPI 60+ and PWD Home Care Contract budgets adjusted to fully expend allocation.
\$72,598	OPI 60+ and PWD State Homecare Worker budgets adjusted to fully expend allocation.
\$21,938	OPI 60+ and PWD Personal Care Contract budgets adjusted to full expend allocation.
\$10,000	Title IIIB allocated to fund Age Wise Age Well program for one year.
\$8,000	Title IIIE Contract Paid Respite increased.
\$12,910	Title IIIE Contract Volunteer Respite added as a service - Community Volunteer Network.
\$7,090	Title IIIE Contract Volunteer Respite added as a service – UCAN.
\$25,000	Title IIIE Voucher Respite increased.
<b>\$242,876</b>	<b>Subtotal Contracted Services Changes</b>
	<b>Direct Provided Services Changes</b>
<b>(\$13,567)</b>	Title IIIB - Adjustments to reflect FY 18 One Time Expenditures that are not budgeted in FY 18 (Care Transitions software changes, Urban/Rural project, Lifelong Housing).
<b>(\$6,817)</b>	Title IIIB - Utilizing part-time employee and a volunteer to help maintain ADRC Resource Database reducing the need for as much Title IIIB.
<b>(\$16,086)</b>	Title IIIB and IIIE - ADRC I&R/A staff funding shifted to No Wrong Door Title XIX Match.
<b>(\$3,659)</b>	Title IIIB and IIIE - ADRC Options Counseling staff funding shifted to No Wrong Door Title XIX Match.
<b>(\$1,233)</b>	Title IIIB - Reduced Advocacy due to reduced SDS Director time.
\$3,735	OPI Assistive Technology budgeted.
\$82,174	OPI Service Coordinators staffing increased.
\$1,520	Title IIIB and IIIE - Increase to Chronic Disease Self Management and Powerful Tools for Caregivers administrative staff time.
<b>(\$4,125)</b>	Title IIIB - Reduced Coordination, Development and Planning due to reduced SDS Director time.

(\$10,095)	Title VII - Elder Abuse Prevention reduced. (Please note that SDS may end up with about \$6,000 of Carry Over from FY18. This is not reflected here.)
\$52,412	Title III E - Family Caregiver Resource staffing increased. We are unclear at this time on how this staff time will be utilized, i.e., Access to Caregiver Support (Respite Eligibility), ADRC I&R/A or Options Counseling to Family Caregivers, Powerful Tools training, Teepa Snow training and/or STAR-C. This line item is being used as a place holder.
\$31,660	Title III B - One-time support to PEARLS.
(\$3,207)	Title III C1 - Congregate Meals reduced to reflect allocation.
(\$1,097)	Title III C2 - Home-Delivered Meals reduced to reflect allocation.
(\$34,709)	OPI - Home-Delivered Meals reduced. We passed a one-time increase to F&F in FY18, but will not be able to continue in FY19.
\$9,902	III B - Home-Delivered Meals Assessment/Reassessment staff.
<b>\$86,808</b>	<b>SubTotal Direct Provided Services Changes</b>
<b>\$36,031</b>	<b>Administration</b> – Step increases, COLA and other adjustments.
<b>\$365,715</b>	<b>Total Changes</b>
<b>\$3,135,746</b>	<b>Total Proposed FY 2019 OAA/OPI Budget</b>

**RECOMMENDED BY:** SDS RVCOG Staff

**SENIOR AND DISABILITY SERVICES ROGUE VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY VOLUNTEER REPORT**

**Volunteer Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Month / Year:** \_\_\_\_\_

Date	Project / Activity	Donated Time (Hours)	Donated Miles	Donated Other
<b>Totals</b>				

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ROGUE VALLEY COUNCIL OF GOVERNMENTS**  
**MONTHLY VOLUNTEER EXPENSE REIMBURSEMENT REQUEST**  
 This form effective December 1, 2008.

Name / Address / Phone: \_\_\_\_\_

Month / Year: \_\_\_\_\_

Date(s)	Project / Destination	Miles Driven	6410	6430	6420	6904	Fund	Dept	Prog	Source	Task
			Mileage	Meals	Lodging	Misc.					
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
<b>Totals</b>							20	40	004	073	00

**Total Expenses:** \_\_\_\_\_

\_\_\_\_\_  
 Senior Advisory Council Member Signature / Date

\_\_\_\_\_  
 Supervisor's Signature / Date