



**ADVISORY COMMITTEE ON AGING AND
ADULTS WITH PHYSICAL DISABILITIES
AGENDA**

ADVISORY COMMITTEE ON AGING
AND
ADULTS WITH PHYSICAL DISABILITIES
FOR SUSSEX COUNTY

Minutes of Meeting

Monday, September 17, 2012

A meeting of the Advisory Committee on Aging and Adults with Physical Disabilities for Sussex County was held on Monday, September 17, 2012, at 10:00 a.m. at the Sussex County West Administrative Complex, Georgetown, Delaware. The meeting was called to order by Sally Beaumont, Chair, with the following members present:

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| (1) Ruth Ann Beideman | (5) Larry E. Savage |
| (2) Jamie A. Magee | (6) Francine Shockley |
| (3) Penny Orndorff | (7) Fran Smith |
| (4) Scott D. Phillips | |

Also in attendance were Linda Connors, Delaware Division of Substance Abuse and Mental Health (DSAMH); Patsy Bennett-Brown, Amputee Support Group of Delaware; Eleanor Vaughan, Serving Hearts; Ken Bock, Cindy Mitchell and Borchia McCray, CHEER; Robert Corsa, Delaware Commission of Veterans Affairs; Barbara Sullivan, BWV Association; Robert Gallagher, P.E., Dagsboro; Margot Kia, Georgetown; Carrie Magathan, State of Delaware employee; Jeanne Dukes, Beebe Home Health; Josie MacClaine, ContactLifeline; Cynthia Tunney, Frankford; Emily Farley, Community Legal Aid; Cheryl Doucette, Delaware Hospice; Bob Chin, Ocean View; Kathleen Frey, Beebe Medical Center/Gull House; Kristen Bacon, Delaware Technical and Community College; Kim Murray and Chris Malaney, PeachTree Acres;

Bridget Brooks, Millsboro; Denise Weeks-Tappan and Janet Villarreal, Delaware Division of Services for Aging and Adults with Physical Disabilities; and Chip Guy, Communications Director for Sussex County.

Call to Order

At 10:00 a.m., Ms. Beaumont called the meeting to order and gave a brief review of the Committee's structure as a result of recent resignations and the appointment of 4 new members; Committee introductions followed.

Approval of Minutes

A Motion was made by Ms. Smith, seconded by Ms. Beideman, to approve the minutes of July 16, 2012, as distributed. Motion Adopted by Voice Vote.

Guest Speaker

Ms. Beaumont introduced today's guest speaker, Denise Weeks-Tappan, Esquire, Planning Supervisor, Delaware Division of Services for Aging and Adults with Physical Disabilities. Ms. Tappan introduced Janet Villarreal, Planner with the Division. Ms. Tappan was in attendance to discuss and present a PowerPoint presentation on the "The Delaware State Plan on Aging for 2012-2015", which will take effect October 1, 2012. Several handouts were made available, including the "2012-2013 Guide to Services for Older Delawareans and Persons with Disabilities" (a publication of Delaware's Aging and Disability Resource Center) and a "Legal Handbook for Older Delawareans" (produced by the Delaware State Bar Association, Law and Elderly Section). Plans are underway to have the Handbook printed in Spanish.

Several initiatives have been and will continue to be undertaken by the Division, including the following:

1. Aging and Disability Resource Center, an information and referral service, 800-223-9074, www.DelawareADRC.com;
2. Care Transitions Team, which reviews all referrals to the State's long-term care facilities to ensure appropriate services and options are offered, with an emphasis toward community-based services;

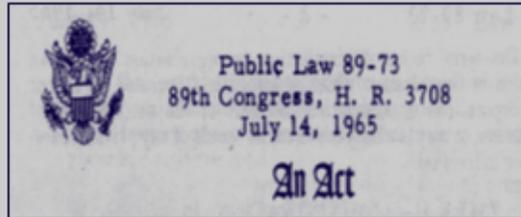
3. Nursing Home Transitions Program – the overall goal is to assist nursing home residents who may want to move to a community-based setting; the program offers individualized case management.
4. Senior Legal Hotline – Delawareans 60 and older can receive free legal advice on a variety of issues (800-773-0606); and
5. State Plan to address Alzheimer’s disease; once complete, it will be part of the State’s Plan on Aging; the first taskforce meeting will be held at the end of September.

The PowerPoint presentation is included in its entirety. The first four slides provide brief introductory and background information.



State Plan on Aging Purpose

The State Plan on Aging fulfills Delaware's obligation under the Older Americans Act and enables the State to receive funds made available through Title III and Title VII of the Act.



State Plan on Aging Purpose



The State Plan on Aging also provides strategies for modernizing Delaware's long term care system and for documenting outcomes and best practices.

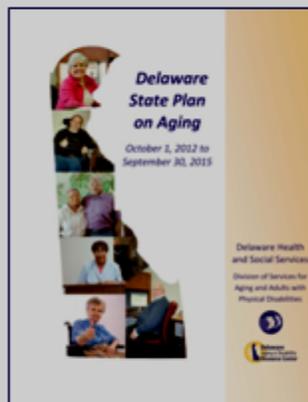
The State Plan is a strategic summary of how funding resources will be utilized.

State Plan on Aging Duration

- According to the Older Americans Act, states have the option of developing a 2 year, 3 year, or 4 year plan.
- Delaware's new State Plan on Aging will cover three years, beginning **October 1, 2012 through September 30, 2015**.

The below begins the actual review of the State Plan. Ms. Tappan read the information contained within each slide; only discussion points and additional explanation are included in the minutes. The entire Plan can be found at www.dhss.delaware.gov/dhss/dsaapd/publica.html. Once at the website, the link can be found at the bottom of the page under "Plans and Other Documents".

Current State Plan on Aging



Posted on DSAAPD's website at
<http://www.dhss.delaware.gov/dhss/dsaapd/publica.html>

The content contained in the State Plan is required by the Older Americans Act.

State Plan Content

- Executive Summary
- Context
- Goals, Objectives, and Strategies
- Outcomes and Performance Measures
- Attachments
 - Assurances and certifications
 - Agency budget
 - Demographics
 - Mission and vision statements
 - Organizational charts
 - Other information

Context of the State Plan on Aging

- Delaware's older population is growing
 - Currently, one in five Delawareans is age 60 or older.
 - According to population projections, by 2020, the older population will make up one-fourth of all Delawareans.
- As the older population grows, so will the demand for services.
- DSAAPD will use the strategies in the State Plan on Aging to address the growing and changing needs of older Delawareans and persons with physical disabilities.

The population in Sussex County is growing at the fastest rate in Delaware. The State Plan contains demographics and population projections – county by county – for older Delawareans, along with breakdowns by age groups, income levels, racial and ethnicity groups, etc. The Division's emphasis is to

reduce an over reliance on facility-based care and move toward community-based services.

Developing the State Plan on Aging

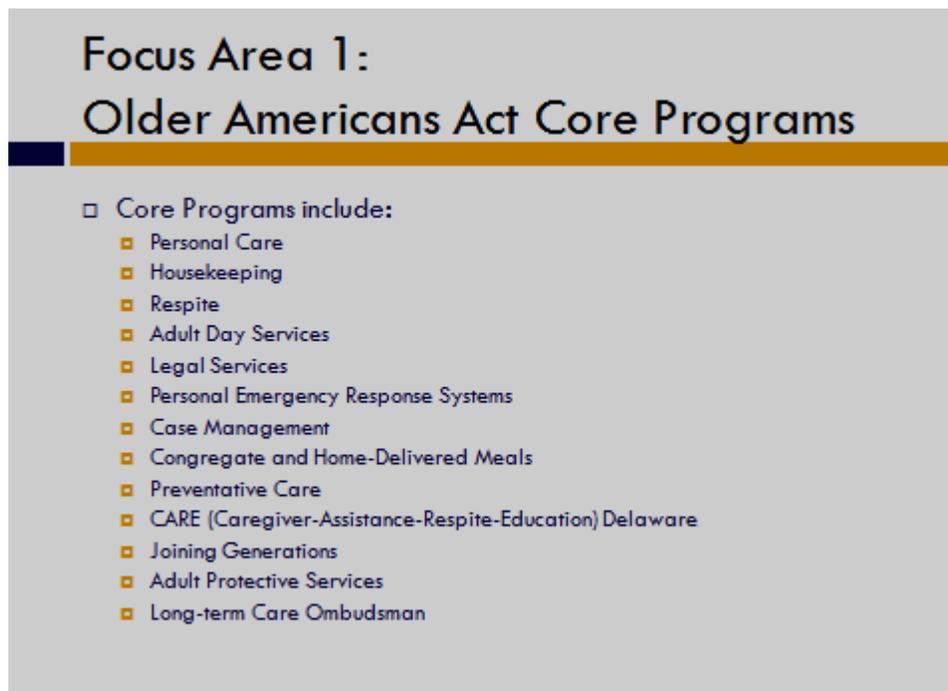
- Input on the State Plan was obtained from:
 - State Plan on Aging Oversight Committee consisting of aging and disabilities advocates, caregivers, and DSAAPD staff.
 - Draft posted on DSAAPD website for public comment
 - Three public hearings, one in each county, were held.
 - Governor's Advisory Council on Services for Aging and Adults with Physical Disabilities.
- Final Plan approved by Delaware Health and Social Services Secretary Rita Landgraf, on behalf of the Governor, and by DSAAPD Director Bill Love.
- The Plan is pending approval by the Administration on Aging.

Three Required Focus Areas for FY2013 State Plans on Aging

- 1** Older Americans Act (OAA) Core Programs
- 2** Administration on Aging (AoA) Discretionary Grants
- 3** Consumer Control and Choice

The Federal Administration on Aging – along with the Office on Disability and the Administration on Developmental Disabilities – have been restructured into one single agency and are now known as the “Administration on Community Living”. The State Plan includes services

required by the Administration on Aging, as well as additional programs and services offered by the State.



Focus Area 1:
Older Americans Act Core Programs

- Core Programs include:
 - ▣ Personal Care
 - ▣ Housekeeping
 - ▣ Respite
 - ▣ Adult Day Services
 - ▣ Legal Services
 - ▣ Personal Emergency Response Systems
 - ▣ Case Management
 - ▣ Congregate and Home-Delivered Meals
 - ▣ Preventative Care
 - ▣ CARE (Caregiver-Assistance-Respite-Education) Delaware
 - ▣ Joining Generations
 - ▣ Adult Protective Services
 - ▣ Long-term Care Ombudsman

Effective January 2011, the Office of Adult Protective Services and the Long-Term Care Ombudsman Program were moved from under the oversight of the Division of Services for Aging and Adults with Physical Disabilities (DSAAPD) to the Office of the Secretary of the Department of Health & Social Services (DHSS); the three State-run long-term care facilities were recently transitioned to DSAAPD. These three facilities include the Delaware Hospital for the Chronically Ill (Smyrna), Governor Bacon Health Center (Delaware City), and the Emily P. Bissell Hospital (northern Wilmington). Ms. Connor noted concern that the State did not have a long-term care facility within the county and noted the hardship on patients from Sussex, as well as their families and friends. She went on to inquire as to the use of the Stockley Center and its grounds for such a facility. A gentleman spoke to his firsthand experience during the 1960's in Pittsburgh, Pennsylvania, in which a group of volunteers helped realize the building of 4 facilities for seniors located within the four points around the center of Pittsburgh ensuring the minimum distance for the patient, as well as their families. These efforts were all voluntary and came in under budget. He noted the same thing could happen in Sussex. Ms. Tappan stated that although the emphasis is for community-based services, which is also the focus of their resources and funding, she acknowledged the inconvenience caused by not having a long-term facility in the county. An audience member noted that although the focus is for community-based

services, there will always be the need for facility-based care under certain circumstances and, thus, the need for a facility within the county. It was also noted that Secretary Rita Landgraf (DHSS) was very approachable and open to comments, but Sussex residents must be more proactive in their efforts. This advocacy would also be instrumental in assisting state officials in their efforts to improve services.

Lengthy discussion took place regarding the need for a dementia triage center in Sussex County, as is done for mental health. With the development of a State Alzheimer's Plan, public hearings will be held, or a similar opportunity for public comment. Mr. Corsa noted that all services should be found in all three counties, especially given the greater influx of persons to Sussex.

The State has transitioned to a managed long-term care system for persons enrolled in Medicaid. The Division of Medicaid and Medical Assistance (DMMA) will administer the managed care model. The State Plan continues to reduce the over reliance on facility-based care by increasing the capacity of community-based services, including respite care. A member of the audience noted the need for assistance for senior couples who may have one spouse with dementia, making it difficult for the other to provide care; this assistance may include facility-based care. Ms. Tappan noted that another group of seniors needing support are those who are the primary caregiver for an aging child with a disability.

Ms. Beaumont emphasized the Committee's efforts to develop a Strategic Plan and the need for volunteers to serve on a coalition that would ultimately assist in organizing an annual County conference. Interested persons were encouraged to sign the attendance sheet and include their contact information.

Focus Area 2: Administration on Aging Discretionary Grants

- AoA Discretionary Grants include:
 - ▣ Aging and Disability Resource Center (ADRC)
 - ▣ Lifespan Respite Program
 - ▣ Model Approaches to Statewide Legal Assistance Initiative
 - ▣ Senior Medicare Patrol

Discretionary Grants do not typically receive ongoing funding, but are used in the implementation of certain initiatives, including those listed above. The intent is to then integrate these initiatives into the Plan's core programs.

Focus Area 3: Consumer Control and Choice

- States must describe plans to support **consumer control and choice** across the spectrum of long term care services, including home and community based settings as well institutional settings.

Goals, Objectives and Strategies

- DSAAPD developed goals, objectives, and strategies for each of the three required focus areas.
- DSAAPD must make sure that the goals, objectives and strategies are realistic based on expected resources

The State Plan contains strategies for each of the goal's objectives, but were not included in the PowerPoint presentation.

Goals and Objectives

- **Focus Area 1: Older Americans Act Core Programs**
 - **Goal 1: Promote excellence in the delivery of core Older American Act Programs**
 - Objective 1.1 Identify and implement **best practices in case management**
 - Objective 1.2 Develop new strategies to **target priority populations** (as defined in the Older Americans Act) in the delivery of core services
 - Objective 1.3 Promote the development, expansion, and/or improvement of programs which address the needs of **caregivers**

Goals and Objectives

- Objective 1.4 Support the delivery of services that promote and protect the **rights of older persons**
- Objective 1.5 Perform a comprehensive review of the service specifications of targeted core programs and revise as necessary
- **Goal 2: Carry out advocacy efforts to develop service structures that improve the lives of older persons, adults with disabilities, and their caregivers**
 - Objective 2.1 Promote the development of **Telehealth** services statewide
 - Objective 2.2 Carry out strategies which lead to greater **emergency preparedness** by and on behalf of older persons and persons with disabilities in Delaware

Goals and Objectives

- Objective 2.3 Coordinate with partners to improve **access to affordable housing options** for older persons and persons with disabilities
- Objective 2.4 Improve access to and coordination of **services for persons with mental illness and substance abuse** issues
- Objective 2.5 Improve access to and coordination of **services for persons with neurological impairments**
- Objective 2.6 Advocate for **affordable, accessible transportation options**, especially in areas with critical transportation needs
- Objective 2.7 Promote **economic security** through improved access to underutilized services

The overall concept of “Universal Design” is included as a strategy for housing (Objective 2.3).

Goals and Objectives

- **Focus Area 2: Administration on Aging Discretionary Grants**
 - **Goal 3: Develop strategies to fully integrate discretionary grant programs with Older Americans Act core programs**
 - Objective 3.1 – 3.4 Fully integrate the following grants with core programs:
 - **Aging and Disabilities Resource Center (ADRC)**
 - Sustainability Plan
 - **Senior Medicare Patrol**
 - **Lifespan Respite**
 - **Model Approaches to Statewide Legal Assistance Initiative**

Goals and Objectives

- **Focus Area 3: Consumer Control and Choice**
 - **Goal 4: Support consumer control and choice related to long term care options**
 - Objective 4.1 Expand the availability of **resources and service options** for individuals who choose to receive long term care supports in home and community based settings.
 - Objective 4.2 Help persons who reside in nursing homes or who are at risk of institutionalization to learn about their service options and, when appropriate, **access community-based services.**

Goals and Objectives

- **Goal 5: Support the expansion of home and community based services which enable consumers to direct their own care**
 - Objective 5.1 Expand and improve the **Attendant Services Program**
 - Objective 5.2 Deliver additional services using a **consumer-directed model**

Delaware receives funds as a result of a settlement with the tobacco industry. As such, the State created a Health Fund Advisory Committee that makes recommendations for appropriating the monies it receives. In turn, funding is provided for personal attendant services. Persons receiving these services do not have to be Medicaid eligible, but certain eligibility requirements have to be met.

Implementing the State Plan

- ADRC Sustainability Plan
- Tracking Progress
- Measuring Performance

Contact Information

- Delaware Aging and Disability Resource Center (ADRC)
 - Phone: 1-800-223-9074
 - E-mail: DelawareADRC@state.de.us
 - Website: www.DelawareADRC.com

- Division of Services for Aging and Adults with Physical Disabilities : www.dhss.delaware.gov/dsaapd

A question and answer period followed:

1. Ms. Tappan noted that of the three public hearings held statewide to obtain input on the State Plan, the hearing in Sussex was the most well attended, with the largest input received. In Sussex, transportation was noted as the greatest need; statewide, increased caregiver support was a common issue.
2. Mr. Bock questioned when additional financial support of community aid programs may be realized as a result of the cost savings attained by the transition of persons from more costly facility-based care to community based settings. Ms. Tappan could not make specific comment, but would attempt to obtain an answer.

3. In reference to a previous comment regarding the printing of a legal handbook in Spanish, Ms. Connor stated that in her work with Sussex's Hispanic population, she had not seen the need for services for seniors. Instead, she noted that she encounters mostly young adults who are of family age. She felt the need for services for an aging Hispanic population would be realized in the future. Ms. Villarreal stated that the 2010 Census showed a '60 and over' Delaware Hispanic population of 4,332, with a large number residing in the county. Ms. Villarreal stated that she could provide Ms. Connor with the figures for Sussex.
4. Ms. Vaughn reported that Serving Hearts hosts seminars as to the services available to seniors and their caregivers, as well as family meetings to create a "circle of care".
5. Ms. Tappan was asked if the State was aware of what is known as a "Village Network System", which emphasizes aging in place. It was noted that there was a group in Lewes working to form a "Lewes Community Village", a program that would assist people aged 50 and over who want to remain in the homes. While not specifically aware of the village network system, Ms. Tappan emphasized that the State encourages efforts to remain in the community and the Network seems to be a very good example of this endeavor.
6. Ms. Connor expressed concern regarding the effectiveness of "Telehealth Services" for all individuals. She noted that community based efforts would dissolve without the appropriate supports in place, i.e. interested persons or family members. Ms. Tappan mentioned that the Division has "Case Management", which assists seniors in accessing services, and also "Service Enrollment Support" that aids persons in filling out the appropriate application forms to receive services, collecting needed documentation, as well as other activities related to service enrollment.

Ms. Beaumont thanked Ms. Tappan and Ms. Villarreal for their time and very informative presentation.

Reading of Correspondence

- (1) Ms. Beaumont read a September 13, 2012 letter, as well as a tribute acted on by Council during their September 11, 2012 meeting, that was sent to the four retiring Committee members – Mr. Clark, Mr. Moore, Mr. Daniels, and Mr. Draine. Ms. Beaumont noted their lengths of

service: Mr. Clark – 20 years; Mr. Draine – 7 years; Mr. Daniels – 18 years; and Mr. Moore – 11 years.

New Business

- (1) Committee memberships – Members were asked to review and provide revisions to Committee mailing list. Once the listing is updated, Ms. Beaumont will, in turn, send it to members via email. She also noted that Committee contact information would be included on the County’s website.

Public Comment

- (1) Mr. Corsa, Delaware Commission of Veteran Affairs, stated the critical need for services in Delaware and noted that the 160-bed Veterans Home in Milford was full, with a 40 person waiting list.
- (2) Mr. Bock mentioned that CHEER’s annual Senior Beach Day 2012 would be held on Friday, September 21, 2012. Along with other planned activities, a Health Fair will be held at the Rehoboth Beach Convention Center. Admission is free of charge.
- (3) Chris Malaney, Director of PeachTree Acres noted that their 20-bed facility has a 5-year waiting list. PeachTree Acres is an assisted living facility located in Harbeson, Delaware, designed to treat adults with traumatic brain injury. PeachTree Acres is the only facility of its kind in the state. Ms. Malaney also mentioned that their Day Habilitation Program serves 10 individuals.
- (4) Josie MacClaine, ContactLifeline (a crisis intervention agency), noted the increased risk of seniors for sexual abuse and mentioned their website (<http://contactlifeline.org>) as a resource for additional information.
- (5) Cheryl Doucette, Delaware Hospice, mentioned “Palliative Care”, a new program for individuals who are not hospice appropriate. The program was initiated with the hopes of keeping people out of the emergency room and is managed by a Physician’s Assistant.
- (6) Ms. Brown noted that Delaware has two Amputee Support Groups, which are located in New Castle and Sussex counties. She also

mentioned her recent election as Vice Chair of the Governor's Advisory Council for DSAAPD.

- (7) Linda Connors reported that September 23 – 29 is “National Employee Older Worker Week”. In celebration, First State Community Action is having a breakfast on September 26 (9:00 a.m. to noon); the breakfast is free and open to the public (856-7761). During this time, two host agencies and two individuals will be honored. Ms. Connors also noted that First State still has their Senior Companion Program and is looking for volunteers.
- (8) Jeanne Dukes, Beebe Home Health, stated that in her work as a social worker she sees transportation as the greatest need for the individuals she serves, as well as long-term care planning. She went on to explain that although DART may drop off an individual on time for an appointment, they may have to wait several hours to be picked up. She also sees individuals who do not have family to fill out paperwork, or to ensure the appropriate follow-up to ensure services are received once the forms have been filed.
- (9) Ms. Magee mentioned that Friday, September 21, 2012, is World Alzheimer's Day, and everyone is encouraged to wear purple in support.

Old Business

(a) Strategic Plan for 2011-2012

Ms. Beaumont asked Mr. Guy for clarification regarding the rules and regulations of how the Committee conducts its regular and special meetings. Any meeting of the Advisory Committee is subject to public disclosure laws. As a subordinate committee to the County Council, all meetings and workshops of the Committee – and its subcommittees – would require the posting of an agenda 7 days in advance, a quorum must be present, and must be open to the public. It is not required to allow public comment and discussion at subcommittee meetings and workshops. When reporting back to the full Committee – after a workshop or subcommittee meeting – an opportunity for public discussion and comment would then be provided. Quorum requirements would depend on the total number of members serving on a particular subcommittee or committee. Regarding new member orientation, Ms. Beaumont would be allowed to have a one-on-one

conversation with an individual member. The Advisory Committee does not have executive session powers.

Ms. Beaumont noted that as chairman, she has the executive privilege to request additional meetings. She voiced concern that the Committee does not have sufficient time to devote to the Strategic Plan during their regular meetings.

After much discussion, it was decided to hold a Strategic Planning Workshop on October 15, 1 to 3 p.m., at the Sussex County West Administrative Complex, Georgetown. Members were requested to bring a copy of the Strategic Plan to the meeting, as well as suggested revisions to the draft coalition letter and survey that were distributed.

Additional Business

Ms. Beaumont inquired of Mr. Guy regarding the possibility of staggering committee appointments. As a result of the recent appointment of four new members, as well as the reappointments of the remaining members, all to two-year terms, he felt that this could not be revisited until August 2014.

Ms. Beaumont questioned the need for new member orientation. Mr. Guy explained that that County Council held a new member orientation prior to new Council members taking office in 2008. He further noted that he did not feel a formal orientation was needed, but new members could ask Ms. Beaumont questions; if there were specific questions that could not be answered, those questions could then be directed to County staff. As part of the workshop to be held on October 15, the agenda could include new member orientation, but it would need to be defined on the agenda. The Committee cannot discuss items beyond the scope of the agenda.

Next Regular Meeting

The next meeting of the Advisory Committee is scheduled for Monday, November 19, 2012, at 10:00 a.m. at the Sussex County West Administrative Complex, 22215 North DuPont Boulevard, Georgetown, Delaware.

It was announced that Anna Short and Mr. Moseley had made notification they would be unable to attend today's meeting.

Adjournment

At 11:50 a.m., a Motion was made by Ms. Smith, seconded by Ms. Beideman, to adjourn. Motion Adopted by Voice Vote.

Respectfully submitted,

Nancy Cordrey
Administrative Secretary