



GOVERNOR'S ADVISORY COUNCIL ON AGING

Ad Hoc Committee on Review & Revitalization and Public Relations Meeting Minutes

Tuesday, June 24, 2014
10:00 am – 1:00 pm
Arizona State Capitol Complex
Executive Tower Building
Fifth (5th) Floor Conference Room
1700 W. Washington Street
Phoenix, Arizona 85007

Council Members and Committee Members Present

Tonya Watson, Committee Chairperson, George Evanoff, Lisa O'Neill, and Becky Brimhall-Lepire, Council Chair

Council Members and Committee Members joining telephonically

None

Council Members and Committee Members Absent

C.T. Wright

Council Staff Present

Cathy De Lisa

Guests Present and Signing In

None

Call to Order & Welcome & Review and Approval of May 7, 2014 Draft Minutes

Committee Chair Tonya Watson called the meeting to order at 10:02 a.m. with a welcome and roll call then requested a motion regarding the May 7, 2014 draft meeting minutes. *George A. Evanoff made a motion to accept the draft minutes as presented; Becky Brimhall-Lepire seconded the motion; the motion passed unanimously.*

Review and Discussion of Council Liaison Survey Results & Materials Requested of Staff

Members were asked by the Committee Chair for feedback after reviewing the Council Liaison survey results. The group expressed appreciation for having received feedback from nine of ten liaisons and discussed the results including individual comments. Ad Hoc members discussed

incorporating ideas from the Liaisons into recommendations to the Advisory Council on Aging. The group was then directed by the Committee Chair to the other meeting materials requested of the staff and considerable time was spent referencing the goals from the SMART Goal Development Process Prioritization Discussion and Resulting Ranking form, discussing additions to a wish list of Council member backgrounds and ideas on potential revisions to the Council's By-Laws. Council staff was asked to update the materials and provide that information to the Committee Chair ahead of the July 10-11, 2014 GACA meetings.

A copy of the Council Liaison survey results, the wish list of member backgrounds, the draft By-Law update sheet as well as the other meeting materials are available for review at the Council on Aging office.

Review & Discussion of Council Member Survey

After a lengthy review of the survey results received, the group discussed the potential need for follow-up. The Committee Chair asked the staff to reissue one question from the survey to the Council since members reported not being able to complete the answer due to a technical glitch.

A copy of the survey results is available for review at the Council on Aging office.

Break - the Committee Chair called for a 20 minute break at 11:26 a.m. so that members and staff could prepare for a working lunch then reconvened at 11:46 a.m.

Review, Discussion & Refinement of Draft Recommendations

By general consensus, the group agreed to discuss agenda item V ahead of IV, and the Committee Chair asked the members to review a draft tool created to initiate discussion on potential recommendations. The members then discussed ideas around the goals from the SMART Goal Development Process Prioritization Discussion and Resulting Ranking form and proposed updates to the draft tool. Council staff was asked to update the draft tool that will be shared with the Council at the July meeting.

A copy of the draft tool discussed is available for review at the Council on Aging office.

Ideas for Incorporating Research & Best Practices

As part of the discussion on the goal of engaging GACA Council members, the group agreed by general consensus to encourage members to attend other aging-related meetings and events, particularly in their part of the state, and report back to GACA any pertinent news of interest and best practices.

Consensus on Next Steps of Strategic Review & Assigned Tasks

After review of the day's discussion, the group agreed by general consensus that:

- Staff would reissue Question 3 of the Council Member Survey to the Council and ask for a quick turnaround on receipt of the answers;
- Staff would work with the Committee Chair to update the draft wish list of Council members backgrounds, draft working tool of recommendations, draft revisions to the Council By-Laws, a one-page summary of Council Liaison survey results, and a summary of Council Member survey results;

- The Liaison from the Arizona Association of Area Agencies on Aging would be asked for a schedule of regional meetings for the Council Chair;
- Staff would prepare a binder of all Ad Hoc meeting materials including draft and approved minutes for review at the July 11, 2014 GACA meeting;
- July 10, 2014 meeting agendas for the Legislative and Policy Coordinating Committee, Mature Workforce Committee and Social, Health & Alzheimer's Committee would include an item for the Ad Hoc Committee discussion; and
- Council members will be asked to provide comments to the Executive Director by July 31st following discussions on the Ad Hoc Committee's work at the July GACA meetings.

Adjourn

The meeting was adjourned by the Committee Chair Tonya Watson at 1:37 p.m.

Next Meeting

The date and location of any future meeting will be determined and announced by Public Meeting Notice posted at the Governor's Advisory Council on Aging website: <http://www.azgovernor.gov/gaca/>. These meetings are open to the public.