



GOVERNOR'S ADVISORY COUNCIL ON AGING

**Executive Committee
Meeting Minutes
November 4, 2016
8:00 am. – 12:00 p.m.**

**Arizona State Capitol Building
Third Floor Conference Room
1700 W. Washington Street
Phoenix, Arizona 85007**

PENDING APPROVAL

Executive Committee Members Present

Becky Brimhall-Lepire (Chair), Lisa M. O'Neill (Vice Chair), George A. Evanoff (Secretary), Doyle Meredith (Aging In Community Committee/AICC Chair), Trudy W. Schuett (Marketing Committee/MC Chair) and C.T. Wright (Past Chair, Legislative and Policy Coordinating Committee/LPCC Chair)

GACA Staff Present

Cathy De Lisa, Executive Director

Welcome and call to order

GACA Chair Becky Brimhall-Lepire called the meeting to order at 8:08 a.m.

Review & approval September 9, 2016 draft meeting minutes

Following a request by the GACA Chair to review the draft minutes of September 9, 2016, *Doyle Meredith made a motion to approve the minutes; Lisa O'Neill seconded the motion; the motion passed unanimously.*

Discussion – 2016 goals, priorities, objectives and accomplishments

Successes, roadblocks & lessons - GACA Chair Brimhall-Lepire invited the Executive Committee members to review the 2016 objectives as outlined on the 2016 committee tracking grid. Members took time to discuss each committee and subcommittee objective, suggest any edits to tracking language then share opinions on successes, roadblocks and lessons learned. The need for full engagement by all GACA members, and the need for appointment of 15 members to achieve a meeting quorum were cited throughout the discussion. In addition, the group reviewed an overview list that included GACA's purpose, mission, 2016 outcomes with accomplishments and pending objectives as well as a marketing

fact sheet of information both requested by DES. It was suggested the pieces could be edited and used for the annual report and marketing purposes, respectively.

Copies of the tracking grid, the one-page overview and the marketing sheet are available for review through the Governor's Advisory Council on Aging office.

Staff report & discussion

Executive Director (ED) Cathy De Lisa shared:

- *Updates – office projects and initiatives, operations & budget* – According to Ms. De Lisa, the Arizona Alzheimer's Planning Group is working on Calls to Action to help launch the implementation phase of the Alzheimer's State Plan, and work continues on transitioning Aging 2020 to the State Plan on Aging. An update on operations included restructure of divisions at DES and GACA's inclusion as a part of a new piece of the Office of Community Engagement headed by Leah Landrum Taylor at DES with Charles Shipman as Interim Director for the new partnership piece at OCE. Aging and Disabilities Services Administration will continue as the State Unit under OCE. Executive Director De Lisa also reported the GACA budget has been reduced to reflect two (only) full-time staff positions, a correction to the occupancy rate and cost savings measures to be continued such as utilization of teleconferencing.
- *Compilation of input* – A collection of ideas and requests received from committees, subcommittees, liaisons, speakers and constituents was reviewed and discussed in detail by the group in preparation for the development of potential goals and objectives for 2017.
- *Calendar of potential 2017 dates* – A draft calendar of meetings and events that could potentially impact GACA meetings in 2017 was reviewed by the group. Following discussions, *George Evanoff made a motion for the Executive Committee to recommend to GAC, Friday January 6, March 3, May 5, July 7, September 8 and November 3 as 2017 meeting dates. Doyle Meredith seconded the motion; the motion passed unanimously.* GACA Chair Brimhall-Lepire suggested having members hold 8:00 a.m. to 8:30 a.m. on the first Friday of every other month for GACA telephonic meetings to help move the work of each committee and subcommittee forward and address specific business at hand. *George Evanoff made a motion to recommend the extra dates and times to GACA; Doyle Meredith seconded the motion. The motion passed unanimously.*

Copies of the compilation list and the draft calendar are available for review through the Governor's Advisory Council on Aging office.

Break taken from 9:32 a.m. to 9:45 a.m.

Prioritization of potential priorities

Members of the Executive Committee took time to examine the compilation of input again to consider what is being done by other groups, what would fit with existing objectives and what may best be addressed through an educational update at one of the committees or a special presentation. By general consensus, the group determined they would recommend prioritizing the following:

- Advance efforts to prevent/respond to elder abuse, neglect or exploitation
 1. Educate on legislative protections against financial exploitation
 2. Advocate for legislative changes that protect Adult Protective Services (APS) workers

- Assist in the development of a bipartisan work group focused on aging issues at the Arizona State Legislature
- Continue to endorse Virtual Dementia Tour (VDT) as educational, evidence-based dementia simulation experience for first responders in support of the Arizona Alzheimer's State Plan recommendations.
- Continue to advocate for long-term services and supports (LTSS) / home and community-based services (HCBS as cost-effective ways to keep older Arizonans in their community of choice.
 1. Include support for Arizona's caregivers
 2. Promote dementia-friendly, age-friendly communities
- Partner with DES/Division of Community Engagement and Services, Aging and Disability Services Administration's State Plan on Aging 2019-2022 public meetings for Senior Action Days in 2017
- Marketing Committee –
 1. Educate on purpose/work of the Council (simple, one-page creative piece)
 2. Legislative Update email newsletter used as marketing tool
 3. Sponsorship of 22nd Annual Indian Nations and Tribes Legislative Day as marketing opportunity

Development of potential goals and objectives for GACA, the committees and subcommittees

Following the discussion of priorities, the group drafted recommendations of objectives for each.

AICC potential objectives –

- Continue to endorse Virtual Dementia Tour (VDT) by sponsoring 1 – 5 VDT at \$2,000 per each for up to three years. *George Evanoff made a motion to recommend the objective as stated; Lisa O'Neill seconded the motion; the motion passed unanimously.*
- Continue to advocate for long-term services and supports (LTSS) / home and community-based services (HCBS as cost-effective ways to keep older Arizonans in their community of choice. Include support for Arizona's caregivers through continued education. Promote dementia-friendly, age-friendly communities; GACA member's report out includes tracking of other cities doing dementia-friendly process. *Lisa O'Neill made a motion to recommend the objectives as presented; Doyle Meredith seconded the motion. Motion passed unanimously.*

LPCC potential objectives –

- Advance efforts to prevent/respond to elder abuse, neglect or exploitation – educate on legislative protections again financial exploitation through tracking done at state and federal level for *Legislative Update*. *Lisa O'Neill made a motion to recommend the objective as stated; Trudy Schuett seconded the motion; motion passed unanimously.*
- Assist in a bipartisan work group focused on aging issues at the Arizona State Legislature. The group agreed this had been approved at the last GACA meeting.

Executive Committee potential objectives –

- Partner with DES/Division of Community Engagement and Services, Aging and Disability Services Administration's State Plan on Aging 2019-2022 public meetings for Senior Action Days 2017. *George Evanoff made a motion to recommend the objective to partner; Trudy Schuett seconded the motion. The motion passed unanimously.*

Marketing Committee potential objectives –

Following discussion, *George Evanoff made a motion to recommend the Marketing Committee objectives include:*

- *Educate on purpose/work of the Council with simple, one-page piece;*
- *Legislative Update email newsletter is used as a marketing tool; and*
- *GACA sponsorship of 22nd Annual Indian Nations and Tribes Legislative Day.*

Doyle Meredith seconded the motion; the motion passed unanimously.

GACA potential objectives –

After reviewing the list of ideas shared for educational updates at committee or special presentations, discussing requests received and ideas for a GACA sponsored summit, *Lisa O'Neill made a motion to recommend that GACA sponsor one to five educational events at a cost not to exceed \$20,000 over the next two years. C.T. Wright seconded the motion; the motion passed unanimously.*

The group also agreed by general consensus to recommend that GACA:

- Establish filtering guidelines for sponsorship and a form to be completed for requests;
- Hold an Open Meeting Law training each year;
- Invite the Arizona Commission for the Deaf and the Hard of Hearing to present latest information and research each year; and
- Include conflict of interest education for GACA members during new member orientation and member refresher training.

Break was taken from 11:35 a.m. to 11:38 a.m.

Consensus on recommendations to GACA from the Executive Committee

By general consensus, the group agreed to recommend the objectives developed and the 2017 meeting dates proposed.

Assignments

Staff was asked to convene a telephonic meeting of the Governor's Advisory Council on Aging before the holidays and in advance of the new calendar year.

Vice Chair Lisa O'Neill agreed to work with the Executive Director on changes to the tracking grid to mirror the office scorecard.

Past Chair and LPCC Chair C.T. Wright agreed to provide updates on the progress being made on the bipartisan work group for GACA members.

Wrap Up & Reflections

Staff suggested recognition of leadership as part of January 2017 meeting.

Adjourn

The GACA Chair adjourned the meeting at 11:47 a.m.

NEXT MEETING: The next Executive Committee meeting is planned for January 2017; date, time and location to be announced by Public Meeting Notice posted at the Governor's Advisory Council on Aging website: <http://govtrans.az.gov/gaca/>. These meetings are open to the public.

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