

MINUTES OF THE WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEETING

May 7, 2015

Washoe County Senior Center, 1155 E. 9th Street, Reno, Nevada 89512
Game Room

1. CALL TO ORDER - Meeting was called to order at 3:01 p.m. – by the Chairman of the Board, Dr. Larry Weiss.

2. ROLL CALL - Dr. Larry Weiss asked for roll call; Lisa Bonilla took the roll. There was a quorum present.

WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD PRESENT:

<u>PRESENT</u>		<u>ABSENT</u>
Dr. Larry Weiss	Gary Whitfield	* Clinton Smith
Connie McMullen	Jeanne Herman	* Karen Davis
Dennis Chin	Marsy Kupfersmith	* Grady Tarbutton
Diane France	Wayne Alexander	
Donna Clontz	Victoria Edmondson	

*Excused absence

WASHOE COUNTY STAFF PRESENT

Leslie Williams
Lisa Bonilla

3. *PUBLIC COMMENT – No public comments were made.

4. APPROVAL OF THE AGENDA OF THE May 7, 2015 ADVISORY BOARD AGENDA – Dennis Chin motions the approval of the agenda as present. Gary Whitfield seconds the motion. Motion passed unanimously.

5. APPROVAL OF THE MINUTES OF THE February 4, 2015, ADVISORY BOARD MEETING- Dennis Chin motions the approval of the minutes as presented. Connie McMullen seconds the motion. Motion passed unanimously.

6. *Presentation of Budget – Grady Tarbutton – Due to the absence of Grady Tarbutton, Leslie Williams presented the budget update. Leslie provided a status update on Grady; that he is on medical leave for the month of May but us expected to be back on the first of June. Leslie gave a synopsis of agenda items brought to the Board of County Commissioners by the Manager’s office during their meeting that involved senior services in any capacity. For the most part the budget across the county was held steady, but there were some additions to the budget that directly tied to the strategic plan. It has been presented that Senior Services have an additional Community Health Aide position for the Daybreak program

which would allow the program to expand the maximum number of attendees. The program currently has an average attendance of 21 clients daily with a capacity of 33 clients. With the addition of the Community Health Aide and the reclassification of the LPN position to a Public Health Nurse position, it will allow Daybreak to increase the attendance come the next fiscal year. Requests have also been put in to reclassify 3 of Senior Services' part-time position to full time positions, which will allow the expansion of the services provided to the community. There was also a request put forth for the next fiscal year through the library system to increase hours and expand the number of days the library is open at the Washoe County Senior Services Center of Reno. Donna Clontz recommended utilizing nationally recognized monthly events that relate to seniors and promoting them.

7. *Discussion on increasing public awareness of senior issues and ideas on program topics for print, television, radio and presentations- Dennis Chin explained that there is not enough advertisement being done to allow seniors throughout the community to have easier access to the information and resources provided by Washoe County Senior Services. Leslie mentioned that there is a gap in communication and that Senior Services is finding that more inquiries about our services are coming from caregivers who are not necessarily seniors themselves, which has caused Senior Services to reassess the methodologies utilized to reach the public. Washoe County has a Facebook page, along with a Twitter page, that allows the public to see any senior-related information that Senior Services can provide to them. Connie McMullen suggested using the Ambassador program as another means of reaching out to the community. A request was made to further discuss media opportunities and develop a marketing plan to continue improving media coverage. A committee was suggested to take place to provide suggestions. The meeting was agreed on to take place Thursday, May 14, at the Washoe County Senior Services Center of Reno at 1:00PM.

8. *Primer (briefing) for the Board prior to the Legislative session (standing item)-Connie and Donna- The Caregiver Act has cleared the committee, and is waiting on the governor before being passed to the secretary. Connie announced her bill made it down to the Senate; it has been read twice and hopes that it will also be cleared. Donna reminded the board she will be having a Senior Advocacy Workshop on Wednesday, May 13 at the Neil Road Recreation Center starting at 11:30AM, which will discuss bills and legislation, as well as a workshop teaching seniors how to get involved in the process.

9. *Discussion of the definition for an Advisory Board Associate Member and their possible role- Dr. Larry Weiss recollected the discussion beforehand regarding the possible responsibilities of the Associate Member, one of which is being involved in public education and awareness. Connie suggested having another responsibility of the Associate Member of organizing the recruitment for the Ambassador Program. The difference of the Associate Member, as defined in the bylaws, would have to be a former board member. The goal is to further define the responsibilities and role of the Associate Member. Further discussion will be required.

10 *City of Reno Staff Report – No report was given. Item deferred for a later date.

11. *Directors Updates – Grady Tarbutton

- a. Older Americans Month update** – Leslie Williams started with thanking Commissioner Herman, Chair Berkbigler, and Commissioner Hartung for their support of Senior Services at the Opening Ceremonies held on May 1 with the strategic objectives. This year's there were over 50 committed entities that reserved space for the information fair, of which 47 attended. There were over 500 attendees for the information fair portion, and approximately 330 of the attendees stayed for the special lunch provided by Valley Services. Leslie also thanked Lisa Bonilla and Len Reidenbaugh for organizing and coordinating the event.
- b. Master Plan update**— Due to the absence of Grady, there was no update available. Item Deferred for a later date.
- c. Human Services Agency Update** – The consolidation is still in the pending stage and County Senior Management is in the recruitment process for a Social Services Director. Once the position has been filled, the integration of the social services departments will continue to move forward into a single Human Services Agency.
- d. Update on senior demographics and maps**— Leslie explained how the demographics maps are utilized internally. Taking the information from the maps that have been established through a survey from the Master Plan, it will allow Senior Services to better plan services in the different areas throughout the community, allowing an evaluation of which areas are in need of programming and establishing a balance a of the caseloads for the social workers.
- e. Update on Senior Service program waitlists (standing item)** – There is no longer a wait list for the Home Delivered Meals program due to the partnership with Adult Social Services. Senior Services will begin to actively promote the Daybreak Program to establish a waitlist and get the attendance of the program up to its capacity. There is a waitlist for the homemaker program due to capacity constraints by the providers who are unable to hire staff fast enough to keep up with the demands of the program.
- f. Update on Veterans Resource Center outreach** – A report was provided in the agenda package by an officer of the Veterans Resource Center of America Veterans Services Outreach program.
- g. ADRC Date Base update (standing item)** – Leslie explained how the database system being used tracks the service deliveries to clients and the number of clients being assisted by Washoe County Senior Services. The existing system is outdated and will no longer be supported by the developer. Senior Services will be partnering with Adult Social Services to merge into one comprehensive system, which will be My Avatar. A final quote has been requested and once received, will go to the board for approval. It will be about an 8 month implementation period once approved, but are looking to reduce the implementation period to 6 to 8 weeks, depending on the staff and time able to be dedicated to it. This will help streamline the services and ensure continuity of services to clients going from Adult Social Services to Senior Services. The goal for implementation is sometime in August or September.

- h. Comments on website** – Leslie commented on the new county website that launched in March. There have been many changes in order to make it more user-friendly, especially for the Senior Services clientele. More information and resources have been included and organized in order to make navigation as seamless as possible. The feedback from the community has been positive for the most part, sometimes there being issues with locating specific information. Monthly meetings have been set up in order to address these issues with the staff responsible for the content of the website. Feedback is encouraged in order to assist Senior Services improve the navigation of the website.
- i. Other Updates** – Leslie announced that Tuesday, April 28, the commission approved Senior Services to begin negotiations with non-profit organization Catholic Charities to provide the senior nutrition program. One of the components currently in discussion is providing pet food to homebound clients on the Home Delivered Meals program. Some of the benefits of the partnership with Catholic Charities would include allowing Washoe County to expand the Home Delivered Meal program, reducing the cost of the meals and improving the quality of the meals. The implementation will take place July 1. Senior Services has also been working with Tech Services on mapping and receiving quotes for a keycard access and security camera system. It will be going out to bid soon. Senior Services has also been working with Risk Management to develop training exercises for staff in order to respond to emergency situations.

12. *Member Items – Dr. Larry Weiss announced that Elder Gap Services funded by the City of Reno, Hometown Health and Senior Care Plus, serving the general area, is looking for more referrals for the program. Marsy Kupfersmith announced the Friends of Washoe County Library is having a book sale starting May 9 going through May 16 at the Reno Old Town Mall. The topic of the sale is Health and Wellness and books are from \$0.50 to a dollar. Donna announced she had met and spoke with Barbara Drake, of the Community Foundation of Western Nevada, who had contact with Larry about the Senior Services Advisory Board's interest in a 501c3 in order to accept donations from the community in order to fund some of the services and programs provided by Senior Services. . Leslie clarified that although Washoe County Senior Services can receive donations, Senior Services is not allowed to solicit donations.

13. Discussion of agenda items for the next Board meeting –Dr. Larry Weiss suggested continuing the discussion regarding the definition of the Associate Member. Commissioner Jeanne Herman stated she would speak to Nancy Leuenhagen, County Manager's Community Relation, about attending the next Advisory Board meeting to further discuss media and marketing plans. Larry suggested having an update regarding the 501c3 discussion and possibly having Grady do an update.

14. *Public Comment – Marsy Kupfersmith wished Victoria Edmondson luck on her upcoming shoulder surgery. Dr. Larry Weiss stated the Sanford Center for Aging is forming a geriatric clinic.

15. Adjournment – Dennis Chin motioned to adjourn the meeting. Wayne Alexander seconds the motion. Motion passed unanimously. Meeting adjourned 4:59pm.