



MINUTES OF THE WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEETING

February 1, 2017

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

1. **Call To Order** - Meeting was called to order at 3:00 p.m. by Chairman Dr. Larry Weiss
2. **Roll Call** – Dr. Larry Weiss asked for the roll call; Sandra Vasquez took the roll. There was a quorum present.

WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD PRESENT:

PRESENT

Dr. Larry Weiss
Connie McMullen
Marsy Kupfersmith
Barbara Korosa
Dennis Chin
Stan Dowdy, Alternate

Donna Clontz, (Alternate
for Ken Romeo)
Wayne Alexander
Garth Elliot
Gary Whitfield
Sandra Dexter

ABSENT (EXCUSED*)

Ken Romeo

WASHOE COUNTY STAFF PRESENT

Ken Retterath
Todd Acker
Sandra Vasquez
Angela Owings
Stephan
Hollandsworth (DA)
Abby Badolato

ADVISOR (ABSENT)

Victoria Edmondson

3. ***Public Comment** – No public comment.

4. ***Member Announcements** –

Sandra Dexter reported she was at an affordable housing meeting where the presenter was from Washoe Affordable Housing and he gave them a chart that compares the last 6 years of the homeless population. Larry Weiss commented that at the Homeless session he had just attended, they hypothesized that the homeless population had dropped to less than half because of the flooding and the numbers from the homeless survey are based on a one day count around the river.

Marsy announced Friends of Washoe County Library are having their book sale starting February 4th through 12th from 10am-5pm.

Donna announced that at the Project Homeless Connect over 1200 homeless people attended and were served; WCSS and Reno SCAC sponsored a table. Services provided were things such as haircuts, health checkups, and animal checks. The people were glad to have a place to get out of the cold, get some food, information and hygiene items. Carol Maxwell donated helpful things to give to kids who are homeless and Bean Bag Baseball also handed out items; court staff, cops, and attorneys were also there and pitching in to try to help.

Larry stated the experience was powerful and even a bag with an item was valuable to them. Garth stated that one of the commissioners would like an update on resources that were allocated in the North Valley and seem to be underutilized; which would be a bus from Cold Springs to take people round trip into town.

Gary stated he was at the UK and attended a couple of town council meetings and they are having the same issues. He spoke with them about things such as home delivered meals and they thought that was the grandest thing.

5. Approval of the Agenda for the Advisory Board Meeting on February 1, 2017.

Motion to approve the Agenda was made by Dennis Chin and seconded by Donna Clontz. Motion passed unanimously.

6. Approval of the Minutes for the Advisory Board Meeting on December 7, 2016.

The following change was made – under #4 Polly's last name, Pollack, was corrected. Motion to approve the minutes as corrected was made by Dennis Chin and seconded by Garth Elliot. Motion passed unanimously.

7. WCSSAB Bylaws review and possible direction to staff- Donna Clontz

Donna wrote a description (see attachment) of the issues that she has been having with the Bylaws that the committee approved in 2014-2015, it includes suggestions on how to fix those issues. The way the Bylaws were written are ambiguous when it talks about the At-Large seat; which is the seat that eventually turned out to be vacant because some members left and other were put it. She has been trying to bring up and talk about the open At-Large seat but because of the way the Bylaws read it seemed staff was not sure if there was an At-Large seat. There was also an organizational chart of the Board, but it leaves out the At-Large seat. Donna would like the Board to take a look at the Bylaws and discuss them to be able to get back to the strength of the 10 district seats, the 1 At-Large seat, and 2 alternates. Donna would also like the Board to look into the Executive Committee whose role is to set the agenda; it looks like it's a layer of bureaucracy that is no longer needed.

Dennis stated that an article needs to be added on Open Meeting Law.

Ken stated they would need to marry the document with the proposed ordinance change, the County has a 21 day public review of the ordinance change, which is online. One of the things that is online is that the ordinance change proposes an advisory board of 10 with 2 alternates. Ken respectfully disagrees with Donna about the Executive Committee because that is what will keep everyone out of open meeting law violations; it provides a structured way of setting the agenda. At the moment the Executive Committee can communicate by email, as long as it is limited to them only and is not going out to other members, because that is where open

meeting law violations can happen.

Connie stated when she was chair on the Board, she enjoyed using the executive committee and it was invaluable to her to be meeting with staff. Connie also stated that by the end of the year, she will be stepping out of the Board and someone will need to step up.

Marsy asked what happens when there is a vote and there is a 5 to 5 vote and there is no At-Large to break the tie; Ken stated if the Board was a policy holding board and not advisory, then it would be important to make sure there is no tie on votes, but since it's an advisory board and not a policy board, then it should be ok.

Larry stated he doesn't mind setting the agenda by email, but he would like to meet with staff when there are issues. For example, if a couple of Board members need to talk about issues, then they can go with two other members to staff and talk about the issues. He doesn't see the value in setting the agenda when it's basically already set.

Donna would like the chair to be able to add a person when going to the executive committee. She would like to be in the At-Large seat since she was previously recommended for the seat. Donna asked where she would find the ordinance page on the county website; Ken instructed as to where it could be found under Board of County Commissioners.

Donna asked what the next step would be for the approval of the ordinance change. Ken stated the first reading would be on Feb 28 and the second reading would be needed to get it finalized. Stephan stated the Board could talk to Leslie Admirand about what options there are for many changes to the ordinance. He also stated if there is a consensus for 11 members, then a motion could be made to have staff look into the ordinance. Donna Clontz votes as an alternate for absent Board member Ken Romeo. Donna Clontz motions to have staff take a look into the ordinance and seconded by Marsy Kupfersmith. Vote was unanimous.

Ken stated there was no intent to confuse members in regards to the ordinance.

8. *Volunteer Program presentation – Todd Acker

Todd stated that over a year ago, they started the Meals On Wheels Program. He was asked to develop the model programs that will be looked at and imitated by other organizations. currently the volunteers that have started are very impressive individuals. During the last year he has been researching the grant specifics that have to be complied with ADSD and Community Development Block grant. During that time, he has also been talking to other organizations around the country and taking from them what works best and what did not. Todd developed and put in place policies and procedures, developed and formed all the training materials which include food safety training, elder abuse training, safe driver training, sensitivity training. Drivers will also have senior services overview of information for when they are asked for it.

Background check procedures are in place and this is one of the items that differentiates the program from others because most don't have the funds to run background checks. He has also worked on putting together the supplies necessary for delivery of food, developing the route size and putting together the food items assembled into the driver's car. Todd stated Bradley Kaneyuki is a volunteer for the program and is a WC employee. They both worked together as to how to make sure everything was going to work, specifically when meals are getting ready for delivery when the kitchen is at its highest peak. During the training period, Bradley delivered 851 meals that wouldn't have been delivered. As of today, every day of the week is almost filled and volunteers are coming in with availability and it looks like every day of the week will be covered by a volunteer delivery driver. When that happens, 280 meals per

week will be delivered through volunteers. One of the things that are mandated to become a volunteer is for the person to do a ride along to ascertain they want to volunteer their time and actually commit to it. In the future he is hoping to have more than one volunteer driver per day. One thing that will be added to the programs is a volunteer management program and meals on wheels management software program that will also help connect the center with the drivers more effectively. The program will make the job much easier for Eligibility workers and kitchen. Todd stated he has also worked on creating a better quality experience for potential volunteers and doing things such as following up with them. He is also working with Hugg High School disabled student volunteers and helping them learn comprehensive life skills; UNR Gerontology students are also coming to complete service learning hours. They volunteer their labor, but at the same time they are taught the nutrition program. Todd stated there is a WC employee face at the nutrition program for almost every day of the month. In 2015 there were 6830 volunteer hours and for 2016 there were 7846 volunteer hours.

Barbara asked what other areas are taking volunteers, Todd explained that most volunteers are placed at the nutrition program. He also explained that another goal is to have a volunteer load up the delivery cars with the meals and this in turn helps the drivers be more effective in their delivery routes. Gary asked if there would still be paid drivers in the future, or are they going to be replaced with volunteers. Todd replied there would still be paid drivers; volunteers would alleviate some of the overload on paid drivers.

Ken stated one of the goals is to increase the number of meals served and keep costs low. Dennis stated that a few years before, there was a volunteer appreciation breakfast; Todd replied that is part of the program.

Donna asked if there are other volunteers in the senior center, Todd explained that there will be a volunteer greeter during the week and there are also volunteers that water the plants.

9. *Update on Sparks Senior Citizen Advisory Committee – Donald Abbott

Donald stated this item is new to him and that Kristopher Dahir was asked by someone at the City of Reno to serve on it. Donna explained that at the City of Sparks meeting during public comment, there was a comment about a Sparks Senior Citizen Advisory Committee. Donald will look into the status of where this item is.

10. Update, discussion and possible approval of shared goals and objectives between Reno Senior Citizen Advisory Committee and WCSSAB, ej: Stuff-A-Bus and Advocacy – SCAC Chari Donna Clontz and Larry Weiss

Motion was made to combine item #10 and #11 by Marsy Kupfersmith, seconded by Dennis Chin. Motion passed unanimously.

Donna stated the sheets in the AARP bag (see attachment) for Older American Month and Stuff-A-Bus are for planning of the events that are coming up this year. The whole month of May is Older American Month and is full of activities for the seniors. The theme for this year will be Aging Out Loud. The opening is usually at the Reno senior center with booths from different organizations that are full of information. Stuff-A-Bus happens during Older American Month and there is a collective effort to collect items for senior. Donna explained the SCAC offered that they will do the logistics of figuring out where the barrels can go. There was talk to also get barrels into the DA's office, Sheriff's office, City of Sparks, and other big business in the county

instead of just have one barrel in the Administration building. Donna stated that anyone that wants to help with this, they can contact her.

Ken stated that when the time is getting close, to just let the county know so it can be promoted. Connie recommended that everyone that comes and has a booth to the opening day, to have them bring something for Stuff-A-Bus.

Larry stated planning meetings are on February 16th and 28th at Reno Center.

11. Discussion, planning, and possible approval of activities for Older American Month in May 2017 – SCAC Chair Donna Clontz and Larry Weiss

Motion was made to combine item #10 and #11 by Marsy Kupfersmith, seconded by Dennis Chin. Motion passed unanimously.

12. *Update on Senior Legislation – Connie McMullen, Donna Clontz

Connie stated February 6th is opening day at the legislator. Lobbyist should be prepared to fill out the form for paid and non-paid lobbyist. New regulations now limit gifts from lobbyist to \$0, last year it was \$100, and lobbyist need to be careful how to court the officials. There are 4 guardianship bills currently in BDR. Bills are being drafted by Legislative Council Bureau, there are 6 on healthcare, which partially increases home delivered meals by the state. The county has a match on this and the state would like to increase it so the county doesn't have to match it. There are 5 bills on mental illness and behavioral health, one consist of an interim study regarding behavioral health and cognitive care; the other bill is for caregiving which is sponsored by AARP. The caregiving bill seeks to provide additional time off from employers for people who are doing caregiving duties. One bill provides and allocates funding for the Adopt A Dental program that Linda Haigh founded for veterans. This is a onetime shot at funding so that they can serve more veterans because currently there is a waitlist. There are 4 bills that have to do with Medicaid reimbursement rates (there hasn't been a rate change since 2002), 4 veteran bills, 1 Elder Protective Services bill, 1 Alzheimer's Task Force to keep it intact. The following bills have been written by attorneys:

AB20-BDR 38-225 – revises provisions relating to services to assist people with disabilities to seek employment. Mainly for people with vision and hearing impairment.

AB31-BDR 38-130 – revises provisions relating to specialist for rights to elderly persons, disabled adults, and children.

There is a bill that extends the penalty for those who commit Medicare fraud.

AB56-BDR 14-388 – creates justice court and municipal court to establish treatment programs for offenders that are veterans.

AB93-BDR 40-365 – revises provisions for end of life care for aging people that are in prison

Senate Bill 28 – annual rate review for Medicaid

SB 59 BDR 40-386 – seeks to create database to monitor prescriptions drugs for controlled substances

SB 60 BDR 38-411 – seeks to reimburse Medicaid payments for ground emergency transportation services

SB 91 BDR 40-271 – deals with drug donation programs, seeks cancer donations

SB 92 – Task Force on Alzheimer's disease

SB 96 – comparative analysis of rates of reimbursement paid by Medicaid

SB 97 BDR 38-371 – expands office authority of the state's long term care of Ombudsman.

There is also a bill that is seeking to take out the mandated reporters from the elder abuse law. Garry asked Connie her thoughts on what percentage of bills would pass, Connie stated less than half; last year there were about 900 and only about 400 were heard.

Marsy Kupfersmith motions to move item #14 up next, seconded by Gary Whitfield. Motion passed unanimously.

14. *Update on Commission On Aging, including Senior Issues Day – Connie McMullen

Senior Issues Day is February 23, from 7:30am-4pm. It starts with presentations, one of them is for the Caregiver Act, and it will be one of the issues that are highlighted. ADSD's budget and Governor's budget will be in the presentation as well because there is an increase of over 400 waiver spots for frail and elderly and 114 in the disabilities waiver. If governor's budget is approved this will increase intake workers by 8. This will be held at the legislative council building on the 3rd floor. Lunch and breakfast will be provided courtesy from Nevada Senior Advocates, AARP, and WC Senior Coalition. There will also be a presentation from Barry Gold on their initiative on AARP and saving Medicare. The afternoon of the presentation will consist of visiting legislators and attending hearings.

Donna stated RTC will be providing bus transportation to the event. She also announced that at the Governor's state of a state, he did mention seniors and everyone needs to support the Governor's budget.

13. *Update on Senior Services Master Plan – Ken Retterath

Ken stated the following updates on the handout (see attachment) of the 2014 Master Plan:

Goal 1: Increase participation of seniors in volunteerism- Todd has done a good job at working with increasing volunteer participation.

Goal 2: Engage volunteers from the entire community- going along the line with goal 1

Goal 3: Food insecurity- in 2014 meals were increased and they are continuously looking to increase meals for seniors and looking for different ways to increase the program. They are also looking to put in a capital improvement request to redo the kitchen to be able to store enough meals and maximize production of meals. Meals are a high priority at the moment and they are looking for different areas to bring on different congregate sites.

Gary asked if the issue is more of storage space, Ken replied that production of meals can be increased, but there wouldn't be enough space for storage. One thing that was looked at was the flow in production and it was stated that a meal is touched about 16 times, which is very inefficient. Another thing is that the average age of kitchen equipment is about 27 years old. If kitchen equipment is replaced with more efficient items, it will also help with meal production efficiency. Dennis asked about the electrical capacity of the building, Ken replied that is something that has to be looked at and they are also looking into getting a generator.

Goal 4: Home and community-based services- a budget proposal is in because they want to increase the homemaker program since they have a waitlist of about 150 people and it would add a social worker to case manage the clients. There is also now the TADS program, which has a capacity of 14 and at the moment they have about 7 or 9 seniors.

Goal 5: Social engagement- there hasn't been much movement on this goal.

Goal 6: Reduce social isolation- the homemaker program helps a little on this goal, but more could be done for this goal.

Goal 7: Affordable and accessible housing- this is a goal where they are struggling since housing in general is going up.

Goal 8: Neighborhood supports- this is the age in place goal, which hasn't had much action.

Goal 9: Aging and disability resource center- this moved toward a regional model and Access to Healthcare has been doing a good job at this; they are still in the Reno center.

Goal 10: Public Outreach- WC has done outreach such as Kids to Senior Corner, but it is still a challenge.

Goal 11: Legal Services- Senior Law Project is in the building and providing services to seniors.

Goal 12: Transportation- WC has contracted with Access to Healthcare Network and RTC, but it is still a struggling goal since the grant is used to provide transportation to unincorporated areas, outside the McCarran loop.

Donna asked about where the Master Plan ended up in terms of the Commission, Ken replied he is struggling to find it, but he is still digging to find if it went to the Board and got approved; but everyone does act like it got approved and continue to work on it.

Dennis stated there is still people out in the public who are unaware there are senior services for the senior population.

15. Discussion and direction to staff on how reports need to be formatted for presentation to the Board – Ken Retterath

Ken stated to hold this item for future meeting since Ken Romeo had asked for a different format on reports. Larry stated an overview report with numbers that are contextualized would be good.

16. Set and approve date for training on Open Meeting Law – Ken Retterath

Board members decided to do the training at next meeting since it takes about 30 mins.

17. *Adult Day Health program update – Ken Retterath

Ken stated they are looking for ways to increase the program.

18. *Jeff Kline consultation update – Ken Retterath

Ken stated the contract with Jeff Kline has completed and there were some different programs that were looked at such as Skills To Care. This program is where they take an occupational therapist and take them to someone's home and they teach how to work with caregivers. There were also memory loss programs that were talked about. They are looking to see what is feasible and can be done.

There was no recommendation; it was more of a list of different programs that can be done in the community.

Larry asked if there could be a presentation of list of programs that are being recommended. Ken stated he will do a presentation on it.

19. *Food/Nutrition update – Ken Retterath

Ken stated they have talked about this item in previous items.

20. *Discussion regarding Board Agenda review meeting

Larry stated they have talked about his item in previous items.

21. *Brief discussion on Board activities/vision – Ken Retterath

Ken stated he would like to figure out a way to facilitate the Board's role and how to be productive. He and Abby would like to meet individually with each Board member and see where everyone's thoughts are at and where they'd like to see the board go and from there figure out how to go forward.

Dennis commented he believes now is the time to take action and do something as a Board. Sandra will be reaching out to each member and setting the individual meetings with each member during the next couple of months.

22. Agenda items for the next Board meeting

Discuss what is going on in Washington DC

Larry stated if there are any additional items, to reach him by email.

23. *Public Comment

Marsy thanked council member Abbott for attending the meetings.

Ken introduced Angela Owings, new nutrition supervisor.

Donna thanked Washoe County, especially Nancy Leuenhagen, for printing out 2500 copies of the resource guide for seniors. If more are needed, please let Donna know.

Connie stated she will be starting Golden Pages and many of the resources are on page 34.

24. Adjournment

Motion to adjourn was made by Dennis Chin and seconded by Gary Whitfield. Vote was unanimous. Meeting adjourned at 5:07 pm.