



Older Adult Services Advisory Committee Services Work Group

Date: October 20, 2008

Attending: Carol Aronson (Co-Chair), Eileen Brewer, Jan Cichowlas, Pat Stacy Cohen, Diane Drew, Rebecca Finer, Donna Ginther, Carol Green, Joyce Gusewelle, Sherry Hamlin, Robin Morgan, Margaret Niederer, Mary Patton, Susan Real, Maria Schmidt, Dave Vinkler (Co-Chair), and Debbie Weber.

Guests: Jason Minor and Nicole Seyller.

Discussion Summary:

- **Introductions** and approval of the September meeting minutes.
- **DON study update.** Rebecca Finer presented an update on the Determination of Need (DON) study that is occurring as required by Public Act 095-0565 (HB652) where the department was mandated to do a DON Study with a report due by Jan. 2009. The Department has 2 outside parties, University of Illinois at Chicago (UIC) and Health and Medicine Policy Research Group (HMPRG), working on the evaluation of the DON. A initial presentation was done in September and a final presentation will be held at the November meeting. Rebecca reported on the best practices information that was obtained through interviews with other states and a literature review of other states practices. She reported that there is a trend away from shortening eligibility requirements and scoring mechanisms and a move towards using professional judgments. Training is more effective if you train on the tool and then do a separate training on the long-term care system. There is also a trend going towards consolidated administrative structures such as all services and facilities under one roof with separate departments running each service. Members commented that this is how the Department operated when it was part of the Department of Public Aid before it broke apart into its own department. Rebecca reported that there are some global budgeting difficulties as well. Some operating agencies have operated in silos alone and now they have to work together and difficulties arise. Ohio hired mediators to help facilitate this consolidation of Departments. The committee members offered suggestions and questions for HMRPG to go back and ask the states as a follow-up to the information that was collected. Services members are concerned that as mandated by law we are an advisory group to the DON Study so members really want to advise and direct the study. Members don't want to read about findings after they have already been published.
- **2008-2009 meeting schedule.**
 - The November meeting will be held as scheduled on Monday, November 17; and the December meeting has been canceled.
 - Members had previously voted to hold meeting every other month in 2009. The January meeting will be changed to January 26, the fourth Monday of the month, due to Martin Luther King Holiday on the normal third Monday. Meetings will then be held on March 16 and May 18. There will be no meetings in February or April. Sub-committee workgroups may continue to meet during these times on their own to work on their white papers. The scheduling of those workgroups is up to each individual sub-committee chairperson.

- **White Papers.** The members discussed the committee recommendations and the need to develop a white paper for each recommendation. Dave supplied a template for the white paper and the members made alterations to the form. This template will continue to evolve as the papers are drafted. The white paper should include as much information as you can for your recommendation. The template as it stands now is not an exhausted listed. Statistics for the need of this recommendation and for what we are trying to do needs to be included also. Fact Sheets will also be needed with dot points for legislature. These fact sheets will include brief points that will grab the legislator's attention and concisely describe the issue. The white papers should include longer rationale through out the entire document. Members are encouraged to bring people with a history and information on these topics to the sub-groups. Sub-groups members do not need to only be Service members. Anyone can help with these papers. And this would be a good introduction to services for new members since sign up for new members will be in January. Members will meet on their own over the next month and should be prepared to briefly describe their progress at the November Services meeting.
- **Next Steps:**
 - Robin will send out the email addresses of members to the sub-committee chairs along with the list of member that signed up for each sub-group.
 - If assistance is needed in obtaining a conference call line, sub-committee chairs need to contact Robin or Dave well in advance of the meeting to arrange those calls.
 - Robin will send out a save the date announcement for the first half of 2009 meeting dates.
 - The September meeting minutes will be posted on the Department's website. The website address is www.state.il.us/aging/1athome/oasa/wg-se.htm.

Meeting Schedule:

This committee meets on the third Monday of the month, 10:30 a.m. – 3:00 p.m., at the AARP office in Springfield. The next meeting is scheduled for November 17, 2008. Future meeting dates are:

- December meeting has been canceled
- January 26, 2009 (NOTE: This is the fourth Monday due to the holiday)
- NO February meeting
- March 16, 2009
- NO April meeting
- May 18, 2009