

MINUTES OF THE WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEETING

December 3, 2014

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

1. CALL TO ORDER

Meeting was called to order at 2:48 p.m. – by the Chairman of the Board, Dr. Larry Weiss.

2. ROLL CALL

Dr. Larry Weiss asked for roll call; Kathy Carpenter took the roll. There was a quorum present.

WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD PRESENT:

<u>PRESENT</u>		<u>ABSENT</u>	
Dr. Larry Weiss	Donna Clontz	Edward Williams	
Dennis Chin	Clinton Smith	*Diane France	
Connie McMullen	Victoria Edmondson	* Hillary Schieve	
Ed Lawson	Karen Davis	* Kitty Jung	
Wayne Alexander		* Jill Andrea	
		* Marsy Kupfersmith	
		* Gary Whitfield	

*Excused absence

WASHOE COUNTY STAFF PRESENT

Grady Tarbutton
Kathy Carpenter
Lisa Bonilla

3. PUBLIC COMMENT – No public comment.

4. APPROVAL OF THE AGENDA OF THE November 5, 2014 ADVISORY BOARD AGENDA -

Two changes were to be made to the agenda. Agenda item 6 is to be pushed back to the joint meeting in January so it will not be presented today. The presenter for item 7 is out sick, and will be rescheduled to a future meeting. Dennis Chin motions the approval of the changes. Donna Clontz seconded the motion. Motion passed unanimously.

5. APPROVAL OF THE MINUTES OF THE October 1, 2014, ADVISORY BOARD MEETING-

Dennis Chin moved to approve the minutes as presented; Clinton Smith seconded the motion. Motion passed unanimously.

6. Presentation by Peter Reed, Director of the University of Nevada Sanford Center for Aging on the Sanford Center Geriatric Clinic. To be presented in the January joint meeting.

7. *Presentation by Washoe County Senior Services Licensed Social Worker (LSW) staff on the types of services provided including a profile of clients. Presenter, Dawn Costa LSW, Washoe County Senior Services. - To be rescheduled for a future meeting.

8. *Presentation of information on terms of current Advisory Board members, including Clinton Smith, Diane France, and Jill Andrea and planning for recruitment for future vacancies. The terms for Clinton Smith, Diane France and Jill Andrea all end September 30, 2015. Karen Davis's term ends June 30, 2016. Those who have served two consecutive terms cannot be reappointed and a replacement must be found. Staff will prepare a report for the Advisory Board on the recruitment process before the end of the fiscal year.

9. Discussion and possible amendment to the bylaws (Article 3, Section 3) governing Associate members to be more inclusive and potential candidates. The definition of the Associate Members is thought to be too restrictive and would like to have more representation from seniors and caregivers, services users and individuals involved in the community. Victoria suggests adding "citizen" to the bylaw. Connie suggests rather than "citizen" to use "resident." Dennis Chin suggests defining projects for associate members in order to better define candidates, to extend activities beyond just the meetings. Grady suggests this could be a future agenda item. Dennis Chin also suggests that Washoe County Senior Services open more activities to seniors over 80 to assist with their transition into their later stage in life. The language for the bylaw will be changed to a "Member who has served their term-limit or a professional, expert, Washoe County citizen or user of Senior Services who can provide the Board advice and assistance." Connie McMullen motions the approval of the changes. Victoria Edmondson seconds the motion. Motion passed unanimously.

10. *Discussion on the recruitment process for Associate Members and their roles, and including a discussion on advertising, "meet and greet" events and promotion in the City of Reno and Washoe County Senior Services newsletters. Connie McMullen suggests defining the roles and projects the Associate Members are to take on as a guide for the recruitment process. Connie also suggested a synopsis of the position in the City of Reno and Washoe County Senior Services newsletter. Grady suggests the Washoe County staff could write up a draft job description for Associate Member with any ideas the Board might want to entail, which could be discussed as a future agenda item. Once the description is written up, a discussion to be had regarding outreach and recruitment for the position, heavily focusing on the North Valleys Area.

11. Discussion regarding striking the word "unpaid" for the Advisory Board bylaws; Article 3, Section 1, Subpart A to allow all caregivers to be eligible for appointment. Donna made a motion to remove of the word "unpaid" from Article 3, Section 1, Subpart A of the bylaws. Dennis Chin seconds the motion. Motion passed unanimously.

12. Discussion and correction of typo in the bylaws; Article 3, Section 1, Subpart H. Donna motioned to change Article 3, Section 1, Subpart H "Section 4" in the parenthesis to "Section 3." Dennis Chon second the motion.

13. *Update of the Department’s Capital Improvement Plan, including facility modernization and security, to improve the Senior Center’s atmosphere and appearance.

Grady describes the two capital improvement plan projects that have been submitted to the county. The first project is the remodeling of the existing Senior Services facility on 9th Street, which is to accommodate the expansion of services and staff. This would also include the expansion of the Daybreak Program, which would allow Senior Services to allow more clients into the program. The second project is the enhancement of security in the building, which includes keycard access for exterior doors, installation of new paging system, and closed circuit TV system. Grady explains the greatest motivation behind the proposals is security.

14. Discussion regarding the meeting of the Board members with the newly elected City Council member.

Donna Clontz explained that the Reno Advisory Board has already been working towards meeting with the newly elected City Council to update them on senior issues, to let them know what the priorities of the Washoe County Senior Advisory Board are and to see what kind of support they have to offer regarding those issues. Grady suggested calling the County Manager’s office and setting up an appointment to speak to the Council Members and bring up the issues according to individual districts. Staff is to prepare packets to present to the commissioners regarding the top issues in each district, and find out what other boards each commissioner is part of to know what they are involved in.

15. *City of Reno Staff Report – Daryl Feemster

Daryl Feemster began with the reminder of the Reno/Tahoe Senior Winter Games 2015, to be held February 2nd through February 14th. The Games will be hosted at the Circus Circus Hotel/Casino. It will be \$20 to register for the games and \$10 to sign up for any of the events. Circus Circus will also be hosting a Senior Dance from 6:00pm-11:00pm on Valentine’s Day, February 14th. The cost will be \$15/person, \$25/couple. The City has also put together as group of seniors known as Senior Discovery, who will be doing video productions of different events throughout the community. The City of Reno has also been including evening activities such as movies, dinners and shows to further enrich social activities and entertainment. The slogan is “Never too old for gold.” The Reno Advisory Board currently does not have any spots available. Daryl also announced the next city/county joint meeting will be Wednesday, January 7th, which will take place at Evelyn Mount Community Center, hosted by City of Reno.

16. *Directors Updates – Grady Tarbutton

a. Master Plan update— One of the priorities of the Master Plan is to increase the number of clients receiving Home Delivered Meals. A pilot project will be used to begin outreach. The Ambassador Project is a volunteer program that will be aimed to reach out to at-risk clients and to let the community know that Senior Services is there for assistance.

b. Human Services Agency update – With the combination of Human Services agency, Senior Services will request additional positions needed in order to keep up with the demand of services there is currently, which will include Daybreak staff, community health aides, nurse, case managers, and making part-time office assistant positions full-time.

c. Primer (briefing) for the Board prior to the Legislative session – February 9th, 2015 will be Senior Day in the Legislature. The Nevada Commission on Aging Legislative Sub-Committee is currently working on 5 or 6 issues to be priorities that will be presented to the next Legislative session. The CARE Act and the state budget are two of the items that will be discussed. RTC offered to make a bus available specifically for the event that day at a discounted fare. Donna Clontz suggests organizing a pre-event before February 9th to orient interested seniors regarding what the meeting will be about. This is possibly to become a future agenda item for the joint meeting.

d. Update on Senior Service program waitlists – A spreadsheet showing current waitlists was provided to the Board members to review. Current waitlists are the result of an increasing demand for services due to population growth especially for vulnerable seniors with not enough staff to support the growth.

e. ADRC Date Base update – The recommendations of the Information & Referral subcommittee. A subcommittee will be formed to help the County Review the content of the Washoe County Senior Services website update. The other piece is the committee working with the state to update the Aging & Disability Resource Center website and its navigation to make it more user-friendly.

f. ADSD Grant update—Grant performance data is provided for Board members to review. Most programs are performing ahead of schedule.

g. Emerging Issues – Grady emailed everyone the announcement about Healthy Communities, sponsored by Washoe County Health, State Health Department and Renown. There are scholarships available.

h. Dates of Board meetings in 2015 – The new schedule is attached to the packet.

17. Member Items - Dennis Chin recounts having a client telling him he has a large number of prescription drugs but does not know where to take them, suggesting that there be a drop-off at least once a year. Grady mentioned the Sherriff's office already having such a program in place, in which we participate every October. Grady will update with more information. Donna Clontz wanted to thank those who participated in the Stuff-a-Bus program. The City of Reno also has the Senior Giving Tree program for which they are taking donations. Grady introduced Lisa Bonilla as Todd Acker's replacement. Dr. Larry Weiss also mentioned the Be a Santa to a Senior, which will have a wrapping party on the 13th. Wal-marts in the community have trees with seniors' names that can be picked to purchase an item for said client.

18. Discussion of agenda items for the next Board meeting – Dennis Chin is asking about updates on the Senior Law Project.

19. Public Comment – No public comments made.

20. Adjournment – Dennis Chin made a motion to adjourn the meeting. Donna Clontz seconded the motion. The motion passed unanimously.