

**ADRC Steering Committee Meeting Minutes – April 18, 2013**  
**Department of Human Services Room 1045 from 1:00-2:30pm**

<u>Members Present</u>		<u>Members by Phone</u>	<u>Staff</u>
Michelle Benson	Nathan Palmer	Nancy Bentley	Jen Morgan
Nels Holmgren	Scott McBeth	Sandra Curcio	Rhonda Hypio
Amy Bosworth	Sarah Brenna	Andy Curry	
Les Carter	Josie Martinez	Anne Smith	
		Daniel Musto	

**Action Items:**

- **Sarah:** will send SLCO's ADRC/VA integrated tracking form to Jen (DONE)
- **Jen:** Send updated 61LT form to sites and request Aging Waiver and New Choice Waiver client list be emailed to Josie from case workers
- **Aging Waiver and New Choice Waiver case workers** send client list to Josie
- ALL Sites Directors: **Register** and **complete** the online National Evaluation survey no later than **Tuesday, April 30, 2013.**
- **ALL Sites:** April's data collection is due to the program office by May 15<sup>th</sup> and should include the new VA data.
- **All Sites:** Continue to review the Fully Functional Report that was emailed out to everyone.

**Medicaid Eligibility Worker**

Josie Martinez started on March 18<sup>th</sup> and is housed at Salt Lake County Aging Services. She has attended staff meetings at Mountainland AAA and Ability First, and will attend a staff meeting at Roads to Independence on April 25<sup>th</sup>. The pathways and procedures were discussed and suggestions were made regarding the type of assistance she could provide to ADRC staff and Medicaid clients.

Statistics for the first month of calls and questions to Josie was provided to all staff. Josie is eager to work and would like to be utilized more. Now that staff are getting more acquainted with the type of assistance she can provide, she should see an increase in inquiries from staff. Josie has been able to assist with Medicare cost sharing programs inquiries and assisting with additional eligibility questions.

A request to have Josie assist homebound Medicaid applicants was considered and deemed not feasible due to budget and liability issues. Alternative suggestions included:

- During initial phone intake, staff would inquire if the client is interested in applying for Medicaid. If so, an application could be mailed along with the release of information. Client would return the application and Josie would handle the processing and interview.
- Outreach worker could take the application to the client's home and leave it with them. If the client cannot complete the application on their own, they could fill out the first page, sign it, provide the release of information, and return it. Josie could call the client and assist them over the phone to complete the rest of the pages.

Josie has had all the Aging Waiver clients without Food Stamps, transferred to her caseload. New Choices waiver clients will also be transitioned over to her. She will begin to make contact with all of her new clients during this transition.

Staff should be using the hard copy of the Long Term Care (LTC) Medicaid application, even if the client is not applying for nursing home Medicaid. This will ensure the application goes to the LTC Team and then routed to Josie's caseload. If a client applies online, the routing process will still take place but may take longer to reach Josie.

### **VA/ADRC Project Update**

The proposal for the next fiscal year of funding through the VA Office of Rural Health will be submitted via the program office, by May 26<sup>th</sup>.

- Any ADRC site interested in participating will be contacted by the program office. Sites will need to provide FTE and salary requirements for 1 year time frame.
- Any Independent Living Center interested in funding will be required to set up a contract with the VA.
- AAA sites will renew with their current IPA Agreement.

The next training with Christopher Scott will be held at SCLO Aging from 9-1pm on FRIDAY, April 26<sup>th</sup> and on May 7<sup>th</sup> at Five County AOG in St George. This will be the same training as March 19<sup>th</sup>.

**Add Referral** to the ADRC/VA Data collection is: **Christopher** if you speak with him directly or referring a client to him.

### **Veteran's Directed Home and Community Based Services (VD-HCBS)**

Jen, Mark Supiano, and Scott McBeth met with Larry Dixon and Ben Pratt with the VA on April 15<sup>th</sup>. The VA is interested in this project and will call D.C. to talk with others involved. The Readiness Assessment is 95% complete, and we are hopeful the discussion is now starting to take action.

### **SART- National Evaluation Survey**

Most sites have registered on the website for the survey. The program office will be completing the data for questions 15, 38, 39, 41, and 42 in a separate survey. Please complete all the other questions to the best of your ability.

### **Fully Functional Report**

The final report was sent out recently from the National Program office. Maureen Henry attended a conference call with the National office in August 2012, and this is the final report from that discussion. Please review the report, particularly the areas of growth, as this could be valuable for additional funding opportunities.

### **Statewide Expansion**

Jen will be going to Five County AOG in St George on May 6-7<sup>th</sup>. Day trainings on Options Counseling, Person Centered Planning, and Motivational Interviewing will be provided to the staff. Christopher Scott will also provide day training on VA Benefits. The target date for ADRC completion is September or October, barring completion of the readiness assessment.

The next meeting is scheduled for **Thursday, May 16<sup>th</sup>**, at the Department of Human Services  
Room 1045 from 1:00-2:30pm