MINUTES
Planning Committee
Wednesday, September 16, 2015
1:30 – 4:00 pm
6955 Foothill Blvd. Suite 300
Oakland, California

Staff: Delbert Walker, John Garvey, Jose Villaflor

Committee Members: Donna Murphey-Chair, Wendy Petersen, Maricela Foster, Ruben Briones, Jamie Almanza, Lillian Schaechner, Carol Sugimura, Marlene Petersen, Angela Ball, Phil Altman, Karen Grimsich, Suzanne Shenfil, Tighe Boyle, Lara Calvert, Sister Ansar El Muhammad, Coco Ramirez, Irene Yen

Community: Thomas Gregory, Margie Cochran, Tara Stafford

I. Consent Calendar

Motion to accept Minutes
(M) Lara Calvert
(S) Maricela Foster
Carried

II. Public Comment for Items not on Agenda: No comments

III. Presentation: Client-Directed Service: The Importance Many Seniors Place on Consumer Choice in the Delivery of Services

Guest Speakers: Thomas Gregory, Deputy Director, Margie Cochran, Residential Access Coordinator, Center for Independent Living (CIL)

Director Thomas Gregory informed the committee of CIL’s history and current status as a 501c3. Four (4) Federal Core Services, The Ready 4 include: Information and Assistance, Peer Counseling, Independent Skills, Transitions-Out of Institutions, and Diversion-Youth from School to Employment.

Since 2013 CIL has worked in collaboration with the AAA and Community Resources for Independent Living (CRIL) as part of the ADRC Initiative. Fiscal Year 2013 service numbers were presented based upon geographical service parameters. One-third (1/3) of all CIL clients are seniors which drives the need for CIL’s senior focused programs. The City of Berkeley has provided workshops with themes such as fitness and nutrition.

Thomas spoke on Person-Centered Planning, defined by incorporating the individual into the service delivery model. The individual is the expert on their own care. The plan must have the “buy in” of the individual.

Residential Access Coordinator Margie Cochran provided a general overview of the Residential Access Program, which is a free program for City of Berkeley residents and fee-for-service program for home owners in the East Bay. The program assists seniors with mobility and access around the home. Two (2) examples of senior care and assessment were provided. The first conversation with the senior is crucial.
She instructs her clients, “don’t clean up the house prior to a visit”, it is not necessary. One must talk slow, move slow, be real and authentic when dealing with clients. It is important to engage the clients directly, make it a step by step process, and take client’s lead to make the situation work.

Margie talked briefly of how technology and robots could work for health care providers. Potentially, robots could assist and free up valuable time for the health care provider to do another task for the client.

IV. Consumer Survey
John Garvey, SSA Management Analyst, updated the committee on survey results as of 9/3/15. There were in increases in both the survey numbers and outreach activities, although the results are similar to past updates. Outreach effort numbers were also updated. Approximately 500 surveys still need to be entered. The committee would like to use the results of the surveys submitted to date as a guide to direct future outreach efforts and target future outreach populations.

Committee members offered to sort 500 surveys by language and input the responses to assist AAA Plan. City of Fremont agreed to enter the Chinese and Farsi language survey responses; they have Interpreters who can translate the narrative responses. USOAC agreed to assist in data entry of survey responses after the conclusion of the 12th Annual Healthy Living Festival.

The Healthy Living Festival will offer multiple stations to facilitate electronic and hard copy completion and submission of the survey.

V. Data: Report from Data Committee
Delbert reported on the Data Committee meeting of September 11. Unfortunately, scheduling limited the number of members who could attend; nevertheless, the members who were available further clarified the process for producing the draft report for the October 21 Planning Committee meeting. The goal is to present data that tells the story of need within the overall framework of the 8 Domains of Livability.

Data Domain Report Protocols:

1. Include 3 to 5 strong data points that illustrate the story of need under that Domain.
2. Include areas where gaps in data exist or statistics are difficult to access, such as Volunteerism (Civic Participation) among Older Adults.
3. Include a 1 to 2 paragraph narrative story.

Data Domain Report Timeline:

10/5/15 - Data Domain Reports due to Delbert by email
10/7/15 - Data Sub-Committee Meeting including Draft Report Review/Approval
10/21/15 - Data Sub-Committee Draft Report presented to Planning Committee
VI. Focus Groups
Discussion included using Focus Groups to access places where survey numbers are lower than desired. The Focus Group Sub-Committee needs to begin meeting. The committee requested an invitation to participate on the Focus Group Sub-Committee be extended to all members of the Planning Committee instead of moving forward with only those members who responded positively in the past. There was also discussion on Measure AA. Suzanne Shenfil suggested that the City of Fremont’s Train the Trainer Model might work well for the Focus Groups.

VII. LTC Residents Needs Assessment Survey
The committee reviewed and discussed the LTC Survey template provided by California Department on Aging. Several issues were raised regarding the purpose, content, and format of the LTC Survey. The expressed consensus was to use the existing survey for the LTC population rather than trying to create a completely new survey. If an additional survey is mandated, the committee suggested reconvening the Survey Sub-Committee to address the matter.

VIII. Next Steps
Next Meeting Date: October 21, 2015 from 1:30 – 4 pm
Next Meeting topic: Housing

Motion to Adjourn:
(M) Wendy Petersen
(S) Sister Ansar El Muhammad
All Approved