

**TO:** ASCOG Area Agency on Aging Advisory Council

**FROM:** Kenneth D. Jones, Director  
Supportive Services Division

**DATE:** May 31, 2016

**SUBJECT:** ASCOG Area Agency on Aging Advisory Council Meeting

The ASCOG Area Agency Aging Advisory Council will meet Tuesday, June 14, 2016, 10:00 a.m. in Duncan. The meeting will be in the Jerry D. Morris Business & Industry Service Center at Red River Technology Center, 3300 W. Bois D'Arc, Room B108-110. The building is ADA compliant. If you have special accessibility needs, please contact Ken Jones.

**Please contact Bethany no later than noon Wednesday, June 8, 2016 and confirm if you will be able to attend. Please advise her if you will be bringing a guest so that she may have an adequate number of lunch orders placed. You may contact Bethany by either e-mail at [sull\\_be@ascog.org](mailto:sull_be@ascog.org) or by telephone 580.736.7036.**

Agenda, minutes and other forms are attached. We look forward to seeing you in Duncan.

**AGENDA**  
**ASCOG AREA AGENCY ON AGING ADVISORY COUNCIL (AAAAC)**  
**REGULAR MEETING**  
**10:00 A.M.                      TUESDAY                      JUNE 14, 2016**  
**JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER**  
**3300 W. BOIS D'ARC                      ROOM B108-110                      DUNCAN, OK.**

- I. Call to Order, Welcome and Roll Call – Merlene Rust, Chairman
- II. Moment of Silence in Memory of Ruben Sotelo, Ombudsman Supervisor – Merlene Rust
- III. Approval of Minutes from the Last Meeting – Merlene Rust
- IV. Review, Consider and Take Possible Action on Transportation Services Provider – Ken Jones, SSD Director
- V. Review, Consider and Take Possible Action on Title III Nutrition Site Closures Due to Budget Shortfall or Site Requests – Ken Jones
- VI. Review, Consider and Take Possible Action on MaddieLuke Requests for Nutrition Site Change of Status – Ken Jones
- VII. Review, Consider and Take Possible Action on Title III Grantee Budget Modifications – Ken Jones
- VIII. Review, Consider and Take Possible Action on AAA Area Plan and Budget Modifications – Ken Jones
- IX. Adjourn

Lunch will be provided by AAA

\* The Red River Technology Center is ADA compliant. If you require special accommodations, please contact Bethany by June 8, 2016

**MINUTES OF ASCOG AREA AGENCY ON AGING ADVISORY COUNCIL (AAAAC)  
10:00 A.M. TUESDAY MARCH 8, 2016  
JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER  
RED RIVER TECHNOLOGY CENTER DUNCAN, OK.**

**NOTICE OF THE MEETING WAS GIVEN BY LETTER TO THE STEPHENS COUNTY CLERK DATED DECEMBER 9, 2015. AGENDA WAS POSTED AT ASCOG, 802 MAIN, DUNCAN, OK ON FEBRUARY 24, 2016 AND ON THE WEB SITE ON FEBRUARY 24, 2016**

**Members Attending**

Jalmer "Bo" Fallon	Ray Merchant
Haljean Gillispie	Dorothy Moore
Louise Hamilton	Merlene Rust
Thelmer Hutcheson	Rowena Scott-Johnson
Loretta Jackson	Watha Shanks
Charley Maguire	Marlene Walker

**Members Absent**

Karolyn Anders	Lewie Jeffries
Rubye Benson	John Kusel
Katie Ebner	Sandy Stewart
Lauren Ellis	Charles Watson

**AAA/Title III Staff Attending**

Ken Jones  
Nancy Bluml  
Bethany Sullivan  
Ruben Sotelo  
Darin Terry  
April Houston, Delta Nutrition  
Sammie Forrester, MaddieLuke  
Pete Goldring, MaddieLuke

**Guests**

Wanda Hartline, Hinton Senior Citizens Ctr

**Agenda Item I. Call to Order, Welcome and Roll Call:** At a regular meeting of the ASCOG AAAAC, held at the Jerry D. Morris Business & Industry Service Center, 3300 W. Bois D'Arc, Duncan, Oklahoma, on Tuesday morning, March 8, 2016 the meeting was called to order at 10:07 a.m. by Merlene Rust, chair, who welcomed everyone. Roll call commenced and a quorum was determined to be present.

**Agenda Item II. Memorial of AAAAC Member Charles Sparks:** Ken Jones, Merlene Rust, Jalmer "Bo" Fallon and Ruben Sotelo all shared memories of immediate past chairman, Charles Sparks, who passed away. They commended him on his tireless dedication and support of senior citizens throughout the region.

**Agenda Item III. Approval of Minutes from the Last Meeting:** The minutes of the previous meeting had a motion to approve made by Jalmer “Bo” Fallon and Thelmer Hutcheson seconded. Those voting “aye” were Fallon, Hamilton, Hutcheson, Jackson, Maguire, Merchant, Moore, Rust, Shanks and Walker. There were no “nay” votes.

**Agenda Item IV. Annual AAAAC Member Training:** Ken Jones provided a synopsis of the annual training which was provided at 9:00 a.m., prior to the AAAAC meeting and of the rights and responsibilities of AAAAC membership.

**Agenda Item V. Review, Consider and Act on SFY17 Nutrition Project Proposals:** Ken Jones provided the council with the recommendations from the AAAAC executive committee meeting which was held February 29, 2016. He stated the committee recommended that the council: 1) Approve the Cyril application for the Cyril site; 2) Approve the Temple application for the Temple site; 3) Approve the MaddieLuke application for Hinton, Carnegie, Anadarko, Cement, Cache, Lawton North, Lawton South, Patterson, Geronimo, Elgin, Frederick, Walters, Ringling, Ryan, Comanche, Duncan South, Duncan North, Marlow, Rush Springs, Chickasha, Blanchard, Washington, Purcell, Wayne and Byars; and 4) Reject the Delta proposal. The committee further stated that they recognized that no applicant applied for Pleasant Valley or for transportation at any sites except Cyril. Motion was made by Jalmer “Bo” Fallon to approve the recommendations made by the executive committee. Motion was seconded by Rowena Scott-Johnson. Those voting “aye” were Fallon, Gillispie, Hamilton, Hutcheson, Jackson, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks and Walker. There were no “nay” votes.

**Agenda Item VI. Review, Consider and Act on SFY17 Grant Application Updates:** Ken Jones provided an update on progress of SFY17 updates from multi-year projects. He stated that updates have been received from Legal Aide, MaddieLuke Supportive Services, The Center for Creative Living and Grandfield Senior Center. The Tipton Senior Center update should be provided by March 31, 2016. He informed the council that Tuttle and Minco have both formally stated that they will not renew their SFY17 contracts for Title III Coordination of Services.

**Agenda Item VII. Review, Consider and Take Possible Action on ASCOG SFY 17 Area Plan Update:** Ken Jones provided an update on the AAA Area Plan and new management plan objectives. Motion was made by Marlene Walker and seconded by Ray Merchant to approve the area plan update as amended and adding volunteers be included in the Objective regarding Code of Ethics. Those voting “aye” were Fallon, Gillispie, Hamilton, Hutcheson, Jackson, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks and Walker. There were no “nay” votes.

**Agenda Item VIII. ASCOG Procedures Regarding Sign-In Sheets for Title III Services:** No action was taken on this Item.

**Agenda Item IX. Review, Consider and Act on ASCOG Sample Combined Reservation Policy for Title III Nutrition Projects:** Ken Jones gave a briefing on changes to policy and suggested that the following become effective July 1, 2016:

- a. Allow employees under 60 years of age to make reservations;
- b. Guests under 60 years of age will be allowed to make reservations at full price; and
- c. Volunteers under 60 years of age will be allowed to make reservations as a participant.

A motion was made by Haljean Gillispie and seconded by Loretta Jackson to approve these policy changes and approve the effective date. Those voting “aye” were Fallon, Gillispie, Hamilton, Hutcheson, Jackson, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks and Walker. There were no “nay” votes.

**Agenda Item X. Adjournment:** On motion from Thelmer Hutchenson and seconded by Ray Merchant the AAAAC adjourned at approximately 11:45 a.m. Those voting “aye” were Fallon, Gillispie, Hamilton, Hutcheson, Jackson, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks and Walker. There were no “nay” votes.

Ken Jones, Director  
Supportive Services Division

**June 2016**  
**AAA STAFF PROGRESS REPORT**

**INFORMATION AND ASSISTANCE – Bethany Sullivan**

In February and March, I was on the road doing several Medicare presentations at the Senior Centers. Along with the Medicare presentations, I also discussed the services ASCOG provided. I completed the required ADRC (Accredited Continuing Education Credits in Aging and Disabilities) training. I have been working on the Masonic Grant Assistance Program and have been responding to many requests and questions regarding the grant program.

In April, I attended the Medicare Counselor Training for three days. I will soon become a certified Medicare Counselor. I will act as an additional counselor in times of need. In the upcoming weeks, I will be scheduling more visits to senior centers discussing ASCOG services.

**MEDICARE ASSISTANCE – Dacia Nix**

I joined ASCOG on April 4, 2016. I have lived in the **Walters** community for thirteen years. I grew up in the **Central High** area and I have lived in Oklahoma most of my life. I am excited to start this new adventure and I look forward to greeting the surrounding communities and speaking to the communities about important senior topics.

In the upcoming weeks I will be contacting pharmacies and senior centers and introducing myself to the public. I will also be promoting **Fraud Conferences** that will be taking place in various cities. For more information on this and any other questions or concerns, please contact **Dacia Nix** at 580-736-7973.

**ACCOUNTING – Nancy Bluml, Accountant**

In January, the Resource Management office changed over to new and more modern accounting software. It involved lots of preparation and training and we are continually learning new and innovative ways to run reports and do our day to day accounting.

In the month of March, I conducted the third quarter fiscal assessments with all ten sites. I've also been busy with the Community Expansion for Nutrition Assistance (CENA) program, getting each center reimbursed on a month to month payment plan.

In April, I completed the Masonic Foundation Quarterly Expense Report for the first quarter 2016. I am also working together with Bethany Sullivan on the 2016 Masonic Grant Assistance Program to help new clients get their applications processed and completed.

The S56C expenditure reports are done monthly and below is a summary of the past 3-months:

<b>Taxonomy</b>	<b>JAN/FEB/MAR 2016</b>		
	<b>Total Service Expenditure</b>	<b>Units</b>	<b>Cost Per Unit</b>
<b>Chore</b>	\$3,511.43	3	\$1,170.48
<b>Home Delivered Meals</b>	\$121,606.59	29,902	\$4.07
<b>Congregate Meals</b>	\$304,729.46	50,200	\$6.07
<b>Nutrition Counseling</b>	\$1,728.90	11	\$157.17
<b>Transportation</b>	\$40,753.29	2,994	\$13.61
<b>Legal Assistance</b>	\$4,174.16	132	\$31.62
<b>Nutrition Education</b>	\$2,819.10	1,961	\$1.44
<b>Information &amp; Assistance</b>	\$6,870.26	60	\$114.50
<b>Outreach</b>	\$28,647.51	244	\$117.41
<b>Education &amp; Training</b>	\$3,750.00	61	\$61.48
<b>Health Promotion</b>	\$2,085.33	77	\$27.08
<b>Coordination of Services</b>	\$10,382.31	1,364	\$7.61
<b>CG-Counsel/Suprt Grps/CG Train</b>	\$2.03	33	\$0.06
<b>CG-Respite Care</b>	\$10,505.00	1,394	\$7.54
<b>CG-Access Assistance</b>	\$18,609.40	55	\$338.35
<b>CG-Information Services</b>	\$1,975.64	208	\$9.50
<b>GP-Counsel/Suprt Grps/GP Train</b>	\$55.58	2	\$27.79
<b>GP-Respite Care</b>	\$1,640.00	252	\$6.51
<b>GP-Access Assistance</b>	\$956.47	8	\$119.56
<b>GP-Information Services</b>	\$114.06	42	\$2.72

**OMBUDSMAN – Darin Terry, Ombudsman Supervisor**

Completed the online ADRC (Aging and Disability Resource Center) Certification Course.

Completed the first part of the ombudsman supervisor assessment by State Ombudsman Representative.

Completed all the facilities “Money Follows the Person” visits for 2016.

Visited facilities for routine visits within the last quarter, and advocated and assisted many residents within the covered facilities.

Informed the public of available services through media release, social media, speaking and community events.

Gave numerous in-services to facilities in order to educate staff, administration and residents

Will go through the second part of the ombudsman supervisor assessment by State Ombudsman Representative on July 12.



**ASCOG TRUST AUTHORITY  
AREA AGENCY ON AGING ADVISORY COUNCIL (AAAAC)  
VOLUNTEER HOURS**

NAME: \_\_\_\_\_

DATE OF AAAAC MEETING: \_\_\_\_\_

PLACE OF AAAAC MEETING: \_\_\_\_\_

YOUR CITY/COUNTY OF RESIDENCE: \_\_\_\_\_

*I certify that, as indicated above, I have volunteered my personal time to the above activity.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\*Note: Volunteer hours are used to capture units of service which are entered into the AIM data system by ASCOG staff as required by the State of Oklahoma Department of Human Services Aging Division. *Example:* Every hour you spend volunteering your time to attend and participate in an AAAAC meeting – a unit of service for each hour is thereby entered into the system.

\_\_\_\_\_  
Please do not write below this line

**For ASCOG Staff Use Only:**

Number Of Hours (Including Driving Time) Dedicated To This Meeting:

\_\_\_\_\_

**TO:** ASCOG Area Agency on Aging Silver Haired Legislature

**FROM:** Ken Jones, Director  
Supportive Services Division

**DATE:** May 31, 2016

**SUBJECT:** ASCOG AAA Silver Haired Legislature Meeting

The ASCOG AAA Silver Haired Legislature will meet June 14, 2016, 12:00 p.m. in Duncan. The meeting will be in the Jerry D. Morris Business & Industry Service Center, Room B112 at Red River Technology Center, 3300 W. Bois D'Arc.

Agenda is attached. **Please note that there are no minutes attached for the March meeting.... due to a lack of attending members no meeting was held.**

We look forward to seeing you in Duncan.

**AGENDA**  
**ASCOG AREA AGENCY ON AGING SILVER HAIRED LEGISLATURE MEETING**  
**12:00 P.M.                      TUESDAY                      JUNE 14, 2016**  
**JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER – ROOM B108/B110**  
**3300 W. BOIS D'ARC                      DUNCAN, OK.**

- I.      Call to Order and Welcome – Charles Watson, chairman
- II.     Roll Call – Charles Watson
- III.    Approval of Minutes from the Last Meeting -- Due to lack of attendance, the March meeting was cancelled, thereby there are no minutes to approve.
- IV.    Old Business – Charles Watson
- V.     New Business – Charles Watson
- VI.    Adjourn – Charles Watson

\* If you require special accommodations, please contact Ken by June 8, 2016.

**MINUTES OF ASCOG AREA AGENCY ON AGING  
SILVER HAired LEGISLATURE (SHL)  
12:00 P.M. TUESDAY March 8<sup>th</sup>, 2016  
JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER  
RED RIVER TECHNOLOGY CENTER DUNCAN, OK.**

On March 8<sup>th</sup>, 2016 a formal Silver Haired Legislature meeting was not conducted. Due to several of the members being absent, a decision was made to not have the meeting. Minutes were not recorded and roll was not called. A formal meeting will take place at the next meeting.

Ken Jones, Director  
Supportive Services Division

**ASCOG TRUST AUTHORITY  
SILVER HAired LEGISLATURE (SHL)  
VOLUNTEER HOURS**

NAME: \_\_\_\_\_

DATE OF SHL MEETING: \_\_\_\_\_

PLACE OF SHLMEETING: \_\_\_\_\_

YOUR CITY/COUNTY OF RESIDENCE: \_\_\_\_\_

*I certify that, as indicated above, I have volunteered my personal time to the above activity.*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\*Note: Volunteer hours are used to capture units of service which are entered into the AIM data system by ASCOG staff as required by the State of Oklahoma Department of Human Services Aging Division. *Example:* Every hour you spend volunteering your time to attend and participate in an SHL meeting – a unit of service for each hour is thereby entered into the system.

\_\_\_\_\_  
Please do not write below this line

**For ASCOG Staff Use Only:**

Number Of Hours (Including Driving Time) Dedicated To This Meeting:

\_\_\_\_\_