

TO: ASCOG Area Agency on Aging Advisory Council

FROM: Kenneth D. Jones, Director
Supportive Services Division

DATE: June 1, 2017

SUBJECT: ASCOG Area Agency on Aging Advisory Council Meeting

The ASCOG Area Agency Aging Advisory Council will meet Thursday, June 15, 2017, 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. The building is ADA compliant. If you have special accessibility needs, please contact Ken Jones.

Please contact Kristina no later than noon Tuesday, June 13, 2017 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 Kristina by either e-mail at brow_kr@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. THURSDAY JUNE 15, 2017
JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER
3300 W. BOIS D'ARC DUNCAN, OK.

- I. Call to Order, Welcome and Roll Call – Merlene Rust, Chairman
- II. Approval of Minutes from the Last Meeting – Merlene Rust
- III. Review, Consider and Take Possible Action on Closure of Lawton South (Centenary Methodist Church) Nutrition Site – Ken Jones, Director AAA
- IV. Presentation on the SFY18 Budget for Title III Services, CENA, SCSEP and Medicare Grants – Ken Jones
- V. Review, Consider and Take Possible Action on the Final Area Plan for SFY18 – Ken Jones
- VI. Review, Consider and Take Possible Action on SFY18 Proposed Budget – Ken Jones
- VII. Adjourn

Lunch will be provided by AAA

* The Red River Technology Center is ADA compliant. If you require special accommodations, please contact Kristina by Tuesday, June 13, 2017

**MINUTES OF ASCOG AREA AGENCY ON AGING ADVISORY COUNCIL
(AAAAC)
10:00 A.M. THURSDAY MARCH 16, 2017
CHISHOLM TRAIL HERITAGE CENTER
1000 CHISHOLM TRAIL PARKWAY DUNCAN, OK.**

NOTICE OF THE MEETING WAS GIVEN BY LETTER TO THE STEPHENS COUNTY CLERK DATED DECEMBER 15, 2016. AGENDA WAS POSTED AT ASCOG, 802 MAIN, DUNCAN, OK ON MARCH 1, 2017 AND ON THE WEB SITE ON MARCH 1, 2017

Members Attending

Lauren Ellis
Jalmer "Bo" Fallon
Haljean Gillispie
Thelmer Hutcheson
Lewie Jeffries
John Kusel
Charley Maguire
Ray Merchant

Dorothy Moore
Merlene Rust
Rowena Scott-Johnson
Watha Shanks
Gloria Stearns
Petra Taylor
Marlene Walker

Members Absent

Karolyn Anders
Rubye Benson
JM Cope
Katie Ebner

Louise Hamilton
Loretta Jackson
Sandy Stewart
Charles Watson

AAA/Title III Staff Attending

Ken Jones
Nancy Bluml
Kristina Brown
Dacia Nix
Steve Kelly
Cindy Hale, MaddieLuke

Guests

Donna McCumber

Agenda Item I. Call to Order, Welcome and Roll Call: At a regular meeting of the ASCOG AAAAC, held at the Chisholm Trail Heritage Center, 1000 Chisholm Trail Parkway, Duncan, Oklahoma, on Thursday morning, March 16, roll call commenced and a quorum was determined to be present. The meeting was called to order at 10:05 a.m. by Merlene Rust, chair, who welcomed everyone.

Agenda Item II. Moment of Silence in Memorium of Former AAAAC Member Grimur “Mac” Magnusson. Merlene Rust led the council in a moment of silence for former AAAAC member Grimur “Mac” Magnusson. Ken Jones acknowledged Mr. Magnusson’s service to the council and his dedication was recognized.

Agenda Item III. Approval of Minutes from the Last Meeting: The minutes of the previous meeting had a motion to approve made by Haljean Gillispie and Jalmer “Bo” Fallon seconded. Those voting “aye” were Ellis, Fallon, Gillispie, Hutcheson, Jeffries, Kusel, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks, Stearns, Taylor and Walker. There were no “nay” votes.

Agenda Item IV. Presentation Regarding the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) and Regional Transportation Plan Survey – Steve Kelly, ASCOG Community and Economic Development Planner: Merlene Rust ceded the floor to Steve Kelly, ASCOG Community and Economic Development Planner for a presentation on the Southwest Oklahoma Regional Transportation Planning Organization and the subsequent regional transportation plan survey to be conducted. A brief question and answer session followed.

Agenda Item V. Review, Consider and Take Possible Action on Nomination Committee Members for 2017 AAAAC Officers: This item was tabled and carried over from the previous meeting. Rowena Scott-Johnson made the motion for the following nominations: Merlene Rust, Chairman. Marlene Walker, Vice-Chairman. Rubye Benson, Secretary. John Kusel, Treasurer. Haljean Gillispie seconded the nominations. Those voting “aye” were Ellis, Fallon, Gillispie, Hutcheson, Jeffries, Kusel, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks, Stearns, Taylor and Walker. There were no “nay” votes.

Agenda Item VI. Review, Consider and Take Possible Action on the Final Area Plan for SFY18: Ken Jones provided an overview of the Area Plan and explained the budgeting sources and expenditures related to all ASCOG programs. A question and answer session followed. Haljean Gillispie made the motion to approve the final area plan for SFY18 as presented. Rowena Scott-Johnson made the motion to second. Those voting “aye” were Ellis, Fallon, Gillispie, Hutcheson, Jeffries, Kusel, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks, Stearns, Taylor and Walker. There were no “nay” votes.

Agenda Item VII. Presentation Regarding the New Volunteer Mileage Reimbursement Rate Reduction of 25 Cents Per Mile: Ken Jones briefed the council on the reduction of volunteer mileage reimbursement rate by 25 cents per mile. This reduction was mandated by the State of Oklahoma and became effective February 16, 2017.

Agenda Item VIII. Review, Consider and Take Possible Action on Request for Proposal (RFP) Responses for Nutrition and Transportation Services for SFY18: Ken Jones presented the response results for request for proposals (RFP) received by the ASCOG Area Agency on Aging to provide Nutrition and Transportation Services in SFY18. Ray Merchant made the motion to accept the RFP’s submitted and approve the proposals as presented. Thelmer Hutcheson made the motion to second. Those voting “aye” were Ellis,

Fallon, Gillispie, Hutcheson, Jeffries, Kusel, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks, Stearns, Taylor and Walker. There were no “nay” votes.

Agenda Item IX. Adjournment: On motion from Thelmer Hutcheson and seconded by Merlene Rust the AAAAC adjourned at approximately 11:35 a.m. Those voting “aye” were Ellis, Fallon, Gillispie, Hutcheson, Jeffries, Kusel, Maguire, Merchant, Moore, Rust, Scott-Johnson, Shanks, Stearns, Taylor and Walker. There were no “nay” votes.

Ken Jones, Director
Supportive Services Division

**June 2017
AAA STAFF PROGRESS REPORT**

INFORMATION AND ASSISTANCE – Kristina Brown

MEDICARE ASSISTANCE – Vacant

OMBUDSMAN – Dacia Nix, Ombudsman Supervisor

ACCOUNTING – Nancy Bluml, Accountant

In the past quarter, I completed the AAA 2017 third quarter fiscal assessments. The sites are doing a good job with their reports and any items questioned had proper documentation provided that resolved all issues on site during the assessment.

On May 11, 2017, Larry Shank with Oklahoma Department of Human Services (OKDHS) completed ASCOG’s 2017 AAA Fiscal Assessment. All documentation requested was reviewed and discussed and found in good order.

In the coming months, I will continue to process the sites AAA paperwork and submit the monthly reporting to OKDHS. Also, I will continue to process reimbursement requests for the Community Expansion for Nutrition Assistance (CENA) program and the Masonic grant as payment vouchers and documentation is received.

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

Taxonomy	JAN/FEB/MAR 2016		
	Total Service Expenditure	Units	Cost Per Unit
Chore	\$3,366.27	15	\$224.42
Home Delivered Meals	\$128,889.78	28,100	\$4.59
Congregate Meals	\$306,640.61	35,756	\$8.58
Nutrition Counseling	\$315.00	13	\$24.23
Transportation	\$12,848.08	1,944	\$6.61
Legal Assistance	\$6,565.10	209	\$31.41

Nutrition Education	\$15,900.00		1,836		\$8.66
Information & Assistance	\$7,983.06		166		\$48.09
Outreach	\$22,708.65		114		\$199.20
Education & Training	\$4,653.99		113		\$41.19
Health Promotion	\$4,526.22		30		\$150.87
Coordination of Services	\$8,147.45		665		\$12.25
CG-Counsel/Suprt Grps/CG Train	\$0.00		27		--
CG-Respite Care	\$19,339.50		2,023		\$9.56
CG-Access Assistance	\$16,294.43		54		\$301.75
CG-Information Services	\$2,347.07		85		\$27.61
GP-Counsel/Suprt Grps/GP Train	\$0.00		3		--
GP-Respite Care	\$3,147.50		384		\$8.20
GP-Access Assistance	\$1,603.87		7		\$229.12
GP-Information Services	\$119.45		15		\$7.96

SUPPORTIVE SERVICES – Ken Jones, Director

A public hearing was held on May 25 at the Lawton South (Centenary Methodist Church) Nutrition Site. It was made clear during the meeting that ASCOG staff recommended closure of the site due as we could not find another location without a significant increase in cost as the Centenary Church charged no rent or utilities. It was also made clear that the ASCOG Board will vote on this issue June 15 as the Board has final authority on this issue. Unfortunately, it was reported in the news media that this site closure was already approved.

In addition to the Lawton South Nutrition Site, we are concerned that the Wayne Nutrition Site might be in jeopardy. At the recent site assessment, it was determined that the site was only serving 22 meals per day, the minimum is 25 meals per day. Since the Board decided in the past to not approve waivers for sites to serve fewer than 25 meals per day, the site must increase meals to the minimum or risk closure. A public hearing is scheduled for June 12 at noon to make the community aware of the problem. Delta Nutrition has increased their marketing of the site by placing flyers in all water bill notices and by posted flyers at local convenience stores, and even made an announcement on a robocall program. Thus, on May 31 they had eight new seniors visiting as guests of the sites in hopes of becoming regular participants. The next site assessment for Wayne is scheduled for July 24. We expect the marketing to work. However, if the numbers do not increase by that July 24, we will be forced to consider closing this site. If that is the case, this Board will be able to vote on the site closure during the September Board meeting.

Our CENA grant funding formula was approved last year by the ASCOG Executive Committee. That funding formula restricts funding for CENA to sites serving meals at least three days per week. It also weights the funding based on number of days per week meals are

served (50%) and number of seniors served (50%). Staff recommend no change to this funding formula for State Fiscal Year 2018.

Our Title III funding formula was also approved last year. It is based on the fiscal need for each Title III nutrition site, ranking each site by county using equal weight to each of the following criteria:

- percentage of county seniors living in the community aged 60 and older,
- percentage of county seniors living in the community who are living below the poverty level,
- percentage of county seniors living in each community who are minority,
- community impact (number of seniors served at each site divided by the number of seniors living in the community), and
- community support (unreimbursed rent, utilities and other costs supported by the community/county or sales tax support).

Using the above formula, the Title III Nutrition Site are ranked by county as follows:

- Caddo County:
 - Anadarko
 - Carnegie
 - Cyril
 - Cement
- Comanche County:
 - Lawton (Lawton North, Patterson, and Lawton South)
 - Geronimo
 - Elgin
 - Cache
- Cotton County:
 - Walters
 - Temple
- Grady County:
 - Chickasha
- Jefferson County:
 - Ringling
 - Ryan
- McClain County:
 - Purcell
 - Byars
 - Wayne
- Stephens County:
 - Duncan (Duncan North and Duncan South)
 - Marlow
- Tillman County:
 - Frederick

When a budget cut is received, the ranking will be used to determine which site will close within each county. The funding for each County is determined by the DHS funding formula. ASCOG staff recommend no changes to this funding formula.

**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: June 1, 2017

SUBJECT: ASCOG AAA Silver Haired Legislature Meeting

The ASCOG AAA Silver Haired Legislature will meet Thursday, June 15, 2017, 12:00 p.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.

Agenda is attached.

We look forward to seeing you in Duncan.

AGENDA
ASCOG AREA AGENCY ON AGING SILVER HAIRED LEGISLATURE MEETING
12:00 P.M. THURSDAY JUNE 15, 2017
JERRY D. MORRIS BUSINESS & INDUSTRY SERVICE CENTER
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 – Charles Watson
- IV. Old Business – Charles Watson
- V. New Business – Charles Watson
- VI. Adjourn – Charles Watson

* The Red River Technology Center is ADA compliant. If you require special accommodations, please contact Kristina at 580.736.7036 by June 13, 2017.

SHL MEETING MINUTES

Silver Haired Legislature

03/16/2017 | 12:47 | Meeting called to order by John Kusel

In Attendance

John Kusel, Haljean Gillispie, Gloria Sterns, Merlene Rust, Petra Taylor, Jalmer "Bo" Fallon, Ray Merchant

Approval of Minutes

The minutes were read from the last meeting by Haljean Gillispie.

Motion to approve with spelling corrections to Haljean's last name and the word legislature by Bo Fallon.

Seconded by Merlene Rust.

Voted on and unanimously approved.

Treasury Report

John Kusel gave the treasury report and as of 2/28/2017 the current balance is \$3637.82.

Old Business

Discussion of reimbursement of \$1800.00 to Charles Watson for his initial investment of pecans for a fundraiser.

Motion to reimburse Mr. Watson for the \$1800.00 by Bo Fallon.

Seconded by Gloria Sterns.

Voted on and unanimously approved.

New Business

- Discussion of upcoming bills and financial obligations
- Discussion of board member and regular member's dues and due dates.
- Discussion of proper spending and by laws.
- Discussion of yearly budget and expectations of treasurer responsibilities.

Motion that any fundraiser expenses must be approved by the board to prior to purchases.

Seconded by Gloria Sterns.

Voted on and unanimously approved.

Motion to amend the Motion to change language from "fundraisers" to "any monetary expenditures" by Merlene Rust.

Seconded by Bo Fallon.

Voted on and unanimously approved.

New Motion "Any monetary expenditures must be approved by the board prior to purchases."

Adjournment

Motion to adjourn by Haljean Gillispie at 1:38 pm.

Seconded by Charlie Maguire.

Voted on and unanimously approved.

**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:
