



Detroit Long Term Care System Change Task Force



Meeting Minutes

Detroit Long Term Care System Change Task Force Access Subcommittee Meeting Minutes

Date: Tuesday, March 17, 2009
Time: 1:00 p.m.
Place: Detroit Wayne County Long Term Care Connection
1333 Brewery Park Boulevard, Suite 160
SPE Conference Room
Detroit, Michigan 48207

MEMBERS PRESENT

Marian Banks Nickleberry, Co-Chair
Earlene Traylor Neal, Co-Chair
Alicia Buggs
Gwendolyn Cook-Jones
Judy Joyce
Margaret Keyes-Howard
Michael Moore
Jerry Osborne
Susan Saccaro
Alice Sevonty
LaTonya Wallace-Hardiman
Margie Young

MEMBERS EXCUSED

Arthur Caldwell, Facilitator
Anthony Mertic
Tene Sandra Ramsey
Carol Smith

MEMBERS ABSENT

Michael Wells

RECORDER

Leah Pippen

I. WELCOME & INTRODUCTIONS

Marian Banks-Nickleberry called the meeting to order at 1:03 p.m.

II. REVIEW & APPROVAL OF MEETING MINUTES

After reviewing the meeting minutes of February 17, 2009 Michael Moore noted a correction to "member health services" on Page 2 under Agenda Item III, B, 2. It should read "mental health services". Marian moved to accept the meeting minutes of February 17, 2009 with the noted correction; seconded by Margie Young. Motion carried.

III. OLD BUSINESS

A. TASK FORCE UPDATES

Marian announced that the Task Force Co-Chairs decided not to move forward with the Access Subcommittee Policy Recommendations until further developed. Earlene Traylor Neal noted that there was a discussion about the database that we are envisioning duplicating what is done by TIP. This was not correct because TIP was much broader.

The LTC Policy Forum will be held Friday, March 27, 2009 from 9:00 a.m. – 12:00 p.m. at the Greater Grace Church Conference Center. Although Access recommendations are not being presented all Access Members were invited to attend to observe what the other Subcommittees have developed and to learn of the Task Force's next steps because we are very much, still a part of the Task Force's agenda.

B. AGENCY PRESENTATIONS

1. Detroit Public Library/ TIP

The access process of the TIP Department will be presented at the next meeting.

2. Wayne County Community Mental Health - *Presentation on the results of a Wayne State University study on Resource Databases for Access Points* – Linda King

Donna Johnson, WSU, is being assigned to work on updating the study on Resource Databases for Access Points. Margaret Keyes Howard will follow up with Linda King on the access process presentation for the Community Mental Health. Linda had spoken about combining the presentation with that of NSO since they are similar. Susan Saccaro had no prior notice of that.

IV. NEW BUSINESS

A. Update of Access Recommendation

Marian repeated that the Access recommendation was sent back to the table so that the subcommittee could address questions in terms of population, category and funding. The Legislation & Regulations Subcommittee felt that in order to get the support needed the Subcommittee would have to know what population was the ideal database focusing on, which Legislative Committee would handle our policy recommendation, what would be the funding source and who would run such a database. Earlene Traylor Neal said that members of the Legislation & Regulations Subcommittee made a recommendation that if we are just looking at a resource database for disabled persons and seniors, then one of the mandates for the SPE is to be a resource center across the whole state of Michigan. They are using the service point software and it is really taking a long time to get off the ground. But the impotence for use of that particular software is that we could put all of the information into this database and any consumer across the state that wanted to use the software would have access. It was suggested that we could enhance or contribute to that system rather than re-invent the wheel. The Legislation & Regulations Subcommittee also asked if there was already representation from the TIP Services on our Subcommittee that would help us to accomplish our goals and the answer was that the TIP services represented on our subcommittee has a database for many different resources. We explained that we would look further into this as we move through our Access process presentations.

B. Discussion on the continuation of the Subcommittee Beyond Phases I & II (Hand-outs)

Marian presented an Extended Meeting Plan, an outline of some of the areas that we had wanted to look at since the beginning of this Subcommittee. She asked if these things listed here are as comprehensive as we need them to be or do we want to add/ subtract anything from the list. We

need to make a determination on whether we want to continue to meet as a body or would we rather break into smaller work groups to accomplish our goals.

A question was asked if the recommendations that we developed should be presented to the Legislature or if they were recommendations that we can improve ourselves. Marian noted that the reasoning for presenting our recommendations before legislation would be to receive guidance, support by administrative rules and possibly even funding.

We need to flush out what would be beneficial for everyone related to Access. We have to ask ourselves where we would think the funding would come from. We need to know whose going to drive the system; and which legislative committee would head our ideas.

There are various cities and counties that have tried various models. Marian stated that she was able to visit one of the models in Georgia. They look at the whole process as a regional process and it sounds like the TIP system where people buy into the database and they have access because they contribute to it on a regular basis. It has been worked on over a 10-year span to get to this point. Earlene asked if we are going to narrow the system to focus on the disabled persons and seniors. If so, then we need to develop a different database separate from TIP. Some of us are looking at access at the intake point and some of us are looking at access as the database and services we offer. We need to get on the same page.

Judy Joyce said that we need to refocus from picking a system to identifying system requirements first. We need to develop an objective, such as, a statewide long term care database system that serves the needs of older adults, individuals with disabilities and their caregivers. This would serve as a starting point for us. After learning about each agency at the table, we should identify what the common elements in the system that we all use. Then identify what is different about each system and build the system requirements by the common elements; adding modules based on what the customizations are.

Earlene said that we are trying to come up with Policy, rather than building a system.

Marian explained that the other committees had an advantage because their mission and guide were already drawn out for them. We need to develop our own.

In reviewing Georgia's Resource Database, the subcommittee asked how it was funded. Marian said that they received federal dollars as well as funding from private resources. It was a comprehensive strategy that included people's time and many other elements. Marian suggested inviting someone from that system to join one of our meetings with a presentation. The Subcommittee agreed that we may want to ask them:

- What their organizing process was
- How they started
- What brought them to the table
- What their primary focus and expected outcome
- Whether they were currently meeting their goals and objectives
- What are their funding streams

Earlene said that we could also invite representation from other states to see what their strategies are. The Subcommittee identified the following locations to seek out representatives to present this information:

- Atlanta, GA
- Milwaukee, WI
- Houston, TX
- And the State of Oregon

A question was asked if it was known whether these locations had website that could be referenced for research before meeting with the representative of each. Marian answered that they do and asked for volunteers to participate in a work group of the Access Subcommittee to identify these websites and key people to arrange the meetings with. LaTonya Wallace-Hardiman

and Alicia Buggs volunteered to become a part of that work group. Marian stated for the record, that this work group is going to take a look at how other cities and counties have looked at Access. The locations above were agreed upon by consensus. Marian said that they will begin by finding the websites for these locations and presenting them by the next meeting. The subcommittee agreed that the national meetings would be most time efficient by conference call.

C. Begin Process of Defining (What the resource database should look like, what would be the components, identifying funding strategies)

The Subcommittee agreed that it was too soon to begin the process of defining the items above.

V. SUBCOMMITTEE WORK PLAN/ TIME LINE

When we come back to the table next month, the discussion about the Extended Meeting Plan will be the basis for the work plan. We will prioritize this along with the update from the work group on where we are with facilitating our conference calls. The subcommittee addressed whether the subcommittee would begin meeting on a bi-weekly basis to move our actions forward to keep up with the Task Force. It was agreed that our next meeting should determine that outcome.

VI. AGENDA BUILDING

- Access process presentations from TIP and Department of Community Mental Health
- Workgroup Update: *Marian Banks Nickleberry, LaTonya Wallace Hardiman and Alicia Buggs*
We will either have a conference call or we will be looking at what we want to discuss in those conference calls.
- Alicia Buggs suggested that the Subcommittee to think about, prior to the meeting:
 - How do we, as individual agencies, benefit from this Subcommittee/ Task Force?
 - What would be our individual recommendations?
 - Why are you a part of the Access Subcommittee?
 - What is Access to me?
 - Identify the data that indicates that there IS a problem with Access
 - Review Extended Meeting Plan and consider if any revisions need to be made to it
- Be prepared to discuss the questions above as well as the Extended Meeting Plan

VII. ADJOURNMENT

The meeting was adjourned at 2:36 p.m.

Respectfully submitted by:

Leah Pippen

AC/lp

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