



## Meeting Notes



Detroit  
Long  
Term  
Care  
System  
Change  
Task  
Force

**Detroit Long Term Care System Change Task Force**  
**Detroit Area Agency on Aging**  
**1333 Brewery Park Boulevard**  
**First Floor Conference Center**  
**Detroit, Michigan 48207**

**October 13, 2008**  
**9:30 A.M. – 12:00 Noon**

**ACCESS Subcommittee Meeting Notes:**

**Attendees:** Marian Banks-Nickleberry, Alicia Buggs, Arthur Caldwell, Edward D'Angelo, Judy Joyce, Anthony Mertic, Michael D. Moore, Earlene Traylor Neal, Tene-Sandra M. Ramsey, Alice Sevonty, Carol Smith, and LaTonya Wallace-Hardiman

**Excused:** Margaret Keyes-Howard, Gwendolyn Cook-Jones, Zee Pace

**Absent:** Margaret Bruni, Sheila Clay, Ruth Sebaly, Richard Sides

11:20 A.M. All Detroit Long Term Care System Change Task Force subcommittees were convened to begin individual subcommittee discussions. Marian Banks-Nickleberry opened the Access meeting with a warm greeting and thanks to those present and asked Access members to briefly introduce themselves.

Members of the Access Subcommittee that were present consisted of representatives from organizations: Detroit Wayne County Long Term Care Connection, Detroit Area Agency on Aging, United Way 2-1-1 of Southeastern Michigan, Mayor's Office 311 Call Center, Mayor's Office Senior Citizens Department, The Information Center, and Adult Well-Being Services.

11:31 A.M. Marian provided a brief overview for the purpose of the Access Subcommittee and the importance of its role in the LTC System Change Task Force.

11:35 A.M. Subcommittee discussions commenced and were centered on three key topics: Meeting Dates, Meeting Location and Review of Scope of Work.

**1. Meeting Dates – Suggestions:**

Consensus of the subcommittee to determine the most convenient day for members to meet: Monday, Tuesday, or a Friday. Members will check their schedules.

- Mr. D'Angelo suggested subcommittee to meet on Monday's – this was a scheduling problem for some members.
- Members agreed that committee must meet before the month of November 2008.
- At the next October 2008 meeting, members will be able to finalize meeting dates.

11:40 A.M. Arthur Caldwell, Facilitator was asked to email dates to subcommittee members for their review.

11:41 A.M. Question was asked to the number of times that the Access Subcommittee will/should hold meetings. It was discussed that the committee should meet between 6 - 7 times; Suggested dates will be identified for the duration of the committee's meetings and will be emailed to all subcommittee members' for their review.

11:42 A.M. Michael Moore posed a suggestion to have a representative from the hospital setting to be included as part of the subcommittee so that the committee could hear their view /though about the elements involving the access process.

11:44 A.M. Earlene Traylor Neal shared her view that inclusion of the hospital setting and nursing home setting would be inclusive in another subcommittee. Earlene further *complimented very highly*, the levels of expertise (on access) already represented by members who have volunteered to serve on the Access Subcommittee. Her spoken words, "We have ACCESS already at the table."

11:49 A.M. Discussions on:

2. **Meeting Location** – Next subcommittee meeting will be held at the City of Detroit Senior Citizens Department, 18100 Meyers Rd., Suite 105. A meeting date is to be determined. Members of the committee also discussed and agreed that meetings could be held at other agency/organizations locations: Detroit Wayne County Long Term Care Connection, Adult Well-Being Services, United Way 2-1-1 of Southeastern Michigan, Detroit Area Agency on Aging.
3. **Review Scope of Work** – Committee members were *asked to review* the ACCESS Proposed Mission and Scope of Work on pages 34 – 35 in the Detroit Long Term Care System Change Task Force manual and come prepared for a full discussion at the next subcommittee meeting.

12:05 P.M. LaTonya Wallace-Hardiman suggested that if there are any available reference or research documents or reports pertaining to access to share with subcommittee members to be brought to the next meeting for review and discussion.

12:07 P.M. Adjournment: Marian and Earlene thanked members for their presence and their willingness to serve on the ACCESS Subcommittee; it seemed as though there was a stir of electricity in the air – everyone looked encouraged and excited.

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