

**Detroit Long Term Care System Change Task Force
Independent Living Services Subcommittee
November 5, 2008**

Meeting Minutes

Present

Elaine Williams, Co-Chair, Detroit Area Agency on Aging Board of Directors
Roger Myers, Executive Director, Presbyterian Villages of Michigan
Anne Holmes Davis, Director of Planning, Detroit Area Agency on Aging
Stephanie Donaldson, Consultant, Aging In Place L.L.C.
Michael Simowski, Executive Director, Center for Senior Independence, Program for All Inclusive Care
Yuself Seegars, Independent Living Specialist, Disability Network – Detroit/Wayne
Barbara Owens, Planning Assistant, Detroit Area Agency on Aging
Tricia Harney, Hospice of Michigan for (Steve Larkin)
Marion Bloye, Bridging Communities
Pam Halladay, Hannan Foundation
James Robinson, President, Urban Business Consultant
Charles Reese, Metro Home Health Care Services, Inc.

Absent

Shelley Kritzman, Regional Manager, MSHDA – Section 8
Deanne Mitchell, System Change, Michigan Association of Homes and Aging Services- Excused
Mayble Wynter, Administrator, winter Adult Foster Care - Excused
Patrick Donnellon, RIM-Rehabilitation Institute of Michigan - Excused
Jane Church, Department of Community Health, Office of LTC Supports & Services- Excused
Juanita Hernandez, Member, DAAA Advisory Council
John Thorhauer, CEO of United Methodist Retiree Centers Boulevard Temple - Excused
Tim Wintermute, Hannan Foundation - Excused
Gena Payne, Owner, Passion & Caring Home for the Elderly
Geraldine Sanders, Department of Human Services (Adult Services)
Patrick Berry, U.S. Department of Housing and Development (HUD) - Excused
Karen Watson, Detroit Area Agency on Aging - Excused
Eugene Racia, Contract Administration U.S. Department of Housing and Urban Development - Excused
Patricia A. Blaines-Lake, Director of Special Projects, Detroit Housing Commission

I. Welcome & Introductions

Roger Myers, Co-Chair, asked each member to introduce themselves to the meeting.

II. Minutes of Last Meeting Approved

Members reviewed the Subcommittee meeting minutes from October 22, 2008.

Roger Myers motioned to accept minutes of October 22, 2008. Stephanie Donaldson seconded the motion. The meeting minutes were approved with two corrections. Mr. Simowski's title was changed from Deputy Director to Executive Director and spelling of Tricia Harney's last name was corrected.

III. Old Business

A. Task Force Update

Anne Holmes Davis noted that the next Leadership & Steering Committee will take place on December 1st and the full Task Force will be convened on December 8th. Notices will be mailed out prior to the meetings.

B. Focus Groups

The Committee provided input and feedback on the focus group strategies developed by the Focus Group Workgroup: Anne Holmes Davis, Karen Watson, Cheryl Bukoff (for Tim Wintermute) and Stephanie Donaldson. The methodology and proposed questions were presented and a potential facilitator was selected for each focus group.

Methodology

- The Workgroup recommended a focus group with seniors residing in single family homes along with the ones initially selected in order to get input from those living in the community. The other focus groups include Tenants Living in Senior Residences, Property Managers, and Service Coordinators.
- Seniors for the focus groups will be secured from St. Patrick Senior Center, SOC, City of Hamtramck, and City of Highland Park. HUD has been contacted to obtain service coordinators to participate in the focus groups and a list of property managers has been generated. Letter will be mailed to prospective members with follow up calls to them to confirm their participation. Groups will be kept as small as possible.
- After completion of the demographic profile with Lickert-Scale questions focus group members will be asked to engage in opened-ended questions outlined in the focus group tool survey. After the session, the recorded responses will be analyzed and placed in a report. The responses of the groups will be compared.

Proposed Questions

- Committee members provided input on the questionnaires. Several suggestions included making sure that one question was asked at a time, using a Lickert Scale to make data analysis easier, and limiting questions to give each group sufficient time. See revised questionnaires.

Facilitators:

A Facilitator's training will be held to review the facilitator guide. The following persons volunteered or were suggested for facilitation.

1. Pam Halladay – Residents in Apartment Buildings (Available 11/17 – 19 and Week of December 3 and 4th Only)
2. Mike Simowski – Residents in the Community
3. Service Coordinators – Barbara Pichert (sp) of WSU or Karen Watson of DAAA
4. Stephanie Donaldson – Property Managers

C. DATA REQUIREMENTS

Roger Myers and Anne Holmes Davis will Community Research Group out of East Lansing or Okemos. They do a lot of market studies and have done work with MSHDA. Anne has not been able to obtain MSHDA Senior Housing Market Study, but has calls in to several members and MSHDA to provide the Committee with the commissioned study.

The Committee identified members or other people who can update information in the Policy Matrix and work on policy recommendations in each specific area:

Independent Living Services Policy Recommendations Champions	
The following members were selected to assist with the updating of information in the alternative independent living services below to support policy recommendations for system change:	
Adult Foster Care	John Lewis (Owns 10 Adult Foster Homes) Gena Payne Kay Andrejak/Geraldine Sanders
Adult Home Help	Kay Andrejak/Geraldine Sanders
Home for the Aged	Mayble Winter Kay Andrejak/Geraldine Sanders
Hospice	Tricia Harney Steve Larkin
MI CHOICE	Jane Church
PACE	Michael Simowski
Nursing Care Facility	Karen Watson Faiza Najar Betsy Rust Jolanta Thomas
Assisted Living	John Thorhauer
Grand Family Housing	Marion Bloye
Senior Housing (Section 8)	Pat Blaine Lake Eugene Racia
Section 8 Housing	Patrick Berry
Section 8 Vouchers	Shelly Kritzman
Continuing Care Retirement Communities	John Thorhauer Roger Myers
Home Modifications	Jim Robinson Patrick Donnellson
Community – Aging in Place NORC – Naturally Occurring Retirement Communities	Michael Simowski Anne Holmes Davis Tim Wintermute Roger Myers

IV. Agenda Building

The next meeting will include an update on the focus groups and focus on policy recommendations. Committee members are to develop policy recommendation ideas to discuss at the upcoming meeting.

V. Adjournment

The meeting adjourned at 11:05 a.m.

Respectfully Submitted By,
Barbara Owens

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