

**Commonwealth Council on Aging
MINUTES**

**Virginia Department for Aging and Rehabilitative Services
8004 Franklin Farm Drive
Henrico, VA 23229**

**January 18, 2023
10:00 am – 2:00 pm**

MINUTES

Quarterly Meeting

Members Present: Dr. Andrea Buck, Harvey Chambers, Jo-Ann Chase (Zoom), Amy Duncan, Carla Hesseltine, Dr. Cleopatra Kitt, Josh Myers (Zoom), Ellen Nau, Debbie Preston, J. Tina Savla, Beverley Soble, Michael Wampler, Jay White (Zoom), Paige Wilson, Roland Winston, Erica Wood, Kathryn Hayfield, Ex-Officio, Tara Ragland, Ex-Officio, Ron Boyd, Ex-Officio, Leah Mills, Ex-Officio

Members Absent: Tresserlyn Kelly, David Broder, and Terry Smith, Ex-Officio

Guests: Emily Atkinson and Estelle Talbot with the Joint Commission on Health Care, Melissa Andrews with LeadingAge Virginia, and Catherine MacDonald (Zoom) with the Virginia Center on Aging (VCoA)

Staff Present: Charlotte Arbogast, John Carpenter, Marcia DuBois, Catherine Harrison, Kathy Miller, Cecily Slasor, and George Worthington

Welcome and Member Introductions

Beverley Soble, Chair

Chair Beverley Soble welcomed members and asked them to introduce themselves. Beverley Soble particularly welcomed the Council's new members, Dr. Andrea Buck and Dr. Cleopatra Kitt.

Charlotte Arbogast, Council Staff, identified the members participating electronically due to a personal matter, disability/medical condition, 60+ miles distance, or caregiving obligations. No objections were made for their electronic participation. Charlotte Arbogast called for a Roll Call for attendance and for members to introduce themselves.

Review Proposed Agenda

Chair Beverley Soble

Proposed Action: Approve Proposed Agenda (Roll Call Vote)

With a quorum, Chair Beverley Soble asked if there were any changes or objections to the proposed agenda. Ms. Soble asked that the agenda be revised to add time for remarks from Deputy Secretary Leah Mills. Diana Paguaga made a motion to adopt the revised agenda. Ellen Nau seconded the motion. The motion was approved unanimously.

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Review of Previous Meeting Minutes

Harvey Chambers, Secretary

Proposed Action: Approve Meeting Minutes

Secretary Harvey Chambers presented the September 28, 2022 meeting minutes for approval and announced that they had been provided to members, and for the public they were posted on the Council's webpage. Paige Wilson made a motion to approve the minutes as presented. Carla Hesseltine seconded the motion. The motion was approved unanimously.

Public Comment Period

Charlotte Arbogast, Council Staff

Charlotte Arbogast reported that there were no public comments received.

DARS Agency Update

DARS Commissioner Kathy Hayfield

Commissioner Kathy Hayfield welcomed Council members and guests and provided an update on DARS. She expressed excitement regarding recent partnerships and opportunities for engagement, some of which will be reflected in the presentations on the Council meeting agenda. Commissioner Hayfield also shared that AARP Virginia will be contributing to the Council Best Practices Awards along with Dominion Energy this year.

She shared that the 2022 Elevating Aging Services Workgroup concluded their work. The workgroup met several times on elevating aging services in Virginia. She shared that there was a lot of good work and information that was provided during the meetings and that included the Area Agencies on Aging (AAAs). The report of the workgroup is out and is available through Legislative Services.

Regarding legislation, she noted that there is legislation Senate Bill (SB) 1218, sponsored by Senator Mason, that concerns the Council and she understood that it was going to be discussed later in the meeting. Commissioner Hayfield also highlighted another bill that concerns the sunset/extending the Alzheimer's Disease and Related Disorders Commission (SB 952) that the agency is following closely. Lastly, she concluded her remarks recognizing a Senate Joint Resolution that would honor the memory of Jane Woods who played an integral role in aging services over several decades.

Presentation: Joint Commission on Health Care

Estella Obi-Tabot, Associate Health Policy Analyst, JCHC

Study: Affordability of Assisted Living Facilities

Chair Beverley Soble introduced Estella Obi-Tabot with the Joint Commission on Health Care (JCHC). Estella Obi-Tabot is an Associate Health Policy Analyst with the Joint Commission and recently completed a study on Affordability of Assisted Living Facilities, which is the subject of her presentation to the Council.

Estella Obi-Tabot reviewed the purpose of the study, which included a focus on identifying challenges faced by assisted living facilities (ALFs), resident needs, and opportunities for increased access to affordable ALFs. She reviewed the status of the Auxiliary Grant (AG) Program, background ALF structures and operations, and the limitations in current AG Program

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funding for ALFs. In addition, she highlighted ways that other states use Medicaid to pay for ALF services or ALF-related services. She shared with the Council members the outcomes of the JCHC including which policy options had been adopted by the JCHC members that would be proposed during the 2023 General Assembly Session. These included:

1. Introduce a budget amendment to increase the base Aux. Grant rate to \$2,500 per month
2. Expand the list of eligible living arrangements for the AG program to include non-ALF community settings
3. Increase the personal needs allowance for Aux. Grant recipients
4. Introduce a Section 1 bill directing the DSS to require ALF administrators to notify DARS and CSB staff at least 60 days prior to closure

During the presentation and at the end, Council members had an opportunity ask questions. DARS staff indicated they would send out the link to the AG Program Annual Report as well as a copy of the presentation slides.

Presentation: LeadingAge Virginia's Dreaming Home Project Melissa Andrews, President & CEO of LeadingAge Virginia

Chair Beverley Soble then introduced Melissa Andrews with LeadingAge Virginia. Melissa Andrews serves as the President & CEO of LeadingAge Virginia, and she was incited to share information about the Dreaming Home Project. The Dreaming Home Project came to the Council's attention courtesy of Council member Debbie Preston.

Melissa Andrews shared that LeadingAge Virginia, Westminster Canterbury of Richmond, Beth Shalom, Pinnacle Living, Brandermill Woods, and LifeSpire of Virginia are sponsoring this project which aims to help elders across multiple demographics in greater Richmond, Virginia to "dream of home." The project hopes to better understand the desires and values for home of different elder demographic populations, and to empower elders and their families with knowledge of senior housing options within and outside of greater Richmond.

In her presentation, Melissa Andrews highlighted the advisory council, listening session opportunities, and next steps for developing a program that can be replicated across the country.

During the presentation and at the end, Council members had an opportunity ask questions. DARS staff indicated they would send out the link to the Dreaming Home website (www.dreaminghome.org).

Update on Aging Services Workgroup and other Legislative Reports Charlotte Arbogast

Chair Beverley Soble introduced the next item by noting that the Council, usually at its December/January meeting, hears a briefing from Council staff on the various aging-related studies that have been conducted and submitted to the Governor and General Assembly during the fall in the lead up to the next General Assembly Session. She encouraged members to think about how these studies provide additional opportunities to advocate for ways to improve aging services, better serve older adults in their homes and communities, improve the delivery of long-term care and services for individuals with dementia, and enhance oversight of guardians and conservators.

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Council Staff Charlotte Arbogast reviewed the following studies:

- Secretary of Health and Human Resources: Elevating Aging Services Workgroup, Oversight of Long-Term Care Facilities, Behavioral Health Transformation and Catawba Hospital Transformation Plans
- Department for Aging and Rehabilitative Services (DARS): In-Home Services and Home Modifications Needs Assessment, Guardianship Visitation, Adult Protective Services (APS) Registry
- Department of Medical Assistance Services (DMAS): Complex Rehabilitation Technology (CRT) in Nursing Facilities
- Department of Behavioral Health and Developmental Services (DBHDS): Dementia Pilot

Working Lunch: Legislative Update

Governor's Proposed Budget Amendments & 2023 Aging-related Legislation

Erica Wood

Chair Beverley Soble turned to Legislative Committee Chair Erica Wood to present an update on the Governor's Proposed Budget Amendments and 2023 aging-related legislation.

Erica Wood, with a handout, highlighted current legislation and, if available, budget amendments that relate to the Council's 2022 Legislative Platform, which was included in the Council's 2022 Annual Report.

She then led a discussion, with Chair Beverley Soble, on the background and status of SB 1218 sponsored by Senator Mason. Together they summarized the changes the bill makes to the composition of the Council membership and the new details describing DARS' support for Council activities. Members asked questions and discussed the legislation.

Roland Winston made a motion to draft a letter opposing changing the composition of the Council, which was seconded by Jo-Ann Chase.

At this time, Deputy Secretary Leah Mills was able to join the meeting. She provided a summary and perspective on the Elevating Aging services Workgroup. She shared that she was pleased that the Council on Aging, through Chair Beverley Soble, participated in the workgroup. She listened to Council members as they expressed their thoughts on SB 1218 and noted that her understanding of the legislation was that it was intended to support the Council. She noted that the Secretary's Office does not have a position on the bill. Members thanked her for her remarks and joining the meeting.

Following additional discussion, Roland Winston rescinded his original motion. Roland Winston then made a new motion that the Council draft a letter to be sent to Senator Mason, Secretary Littell, and Commissioner Hayfield that expressed support for the current Council membership structure, support for the inclusion of the Executive Director of the Virginia Center on Aging as an ex-officio member, and support for increased resources for staff support for the Council. This motion was seconded by Jay White. Upon a vote, the Council unanimously approved this motion.

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2023 Best Practices Awards

Beverley Soble

Proposed Action: Approve the 2023 Materials and Process

Chair Beverley Soble and Council Staff Charlotte Arbogast provided an update on the 2023 Best Practices Awards. They noted the following:

- The Best Practices Committee currently includes: Tresserlyn Kelly, Diana Paguaga, Tina Savla, and Debbie Preston.
- Dominion Energy has agreed to sponsor the awards again this year with a contribution of \$10,000 to be distributed to the winners with \$5,000 for first place, \$3,000 for second place, and \$2,000 for third place. In addition, AARP Virginia has also committed to sponsor the awards and will be providing an additional \$500 to each winning program. She thanked Dominion Energy and AARP Virginia for their support of this program.
- The request for nominations for the Council's 2023 Best Practices Awards is set to open on Friday, January 27. The deadline will be the close of business on March 1, 2023.
- Charlotte will be sending out notices to the Council members and others about the nominations process. Please distribute the information widely among your networks and encourage nominations.
- After the deadline, Committee members will review and score proposals and meeting in mid-March to make winner selections. At that time, DARS staff will work with the winners on a press release, Governor's Proclamation for Older Virginians Month in May, on-site award ceremonies, and a webinar to highlight the winners.

Upon discussion among the Council, the 2023 Committee members were decided to include: Tresserlyn Kelly, Diana Paguaga, Dr. J. Tina Savla, Debbie Preston, and Dr. Cleopatra Kitt who was appointed by the Chair.

Upon a motion from Carla Hesseltine that was seconded by Dr. Cleopatra Kit, the Council unanimously approved the 2023 Best Practices Awards materials and timeline. DARS staff will be following up with the members to schedule a committee meeting.

Identify Nominating Committee Members

Beverley Soble

Proposed Action: Appoint Nominating Committee Members

Chair Beverley Soble and Council Staff Charlotte Arbogast provided an update on the Nominating Committee Process. They noted the following:

- The Council needs to form a Nominating Committee so a slate of Officers can be presented at the April 19th meeting for an election, upon which time the Officers will assume their new roles. A quorum of members in-person is required to conduct an election at the April meeting.
- The Chair and Vice-Chair are two-year terms or until successors are elected by the Council. Elected officers may succeed themselves once, provided that such succession is consistent with the term of appointment to the Council.
- Once a new Chair is elected, the Chair appoints a Secretary, who also serves a two-year term, which is subject to confirmation by the Council at the same meeting.

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- Newly-elected officers will assume their roles upon the adjournment of the April 19th meeting.
- The Nominating Committee, per the bylaws, shall be comprised of 5 members. The Chair appoints 2 members and 3 members are elected by the majority of the members present at the meeting today.
- Nominating Committee must meet with a quorum in-person AND have a slate identified and to be presented to the members, via email notice, by March 19, 2022.

In her role as Chair, Beverley Soble identified her appointed members for the Nominating Committee as Harvey Chambers and Roland Winston.

After soliciting volunteers, Carla Hesseltine, Jo-Ann Chase, and Debbie Preston volunteered to serve on the Nominating Committee. Paige Wilson made a motion, which was seconded by Roland Winston, to appoint them to the Nominating Committee. Following a vote, the motion was approved unanimously. DARS staff will be following up with the members to schedule a committee meeting.

GTE Grant Proposal Update

Charlotte Arbogast

Devin Bowers, Grants Specialist

Proposed Action: Approve revised proposal and resubmission

Chair Beverley Soble shared that the Council's GTE grant proposal was not selected to be funded for the fall 2022 round. She noted that Dr. Bert Waters with the Virginia Center on Aging provided the reviewers' feedback to DARS staff and suggested a potential to resubmit in March or April when a new round of funding will open for proposals. DARS staff reviewed the feedback and made a number of changes for consideration by the Council's Executive Committee. Having now reviewed the changes, the Executive Committee would like the Council's full approval to re-submit the attached proposal later this spring.

She then introduced Devin Bowers, Grants Specialist with DARS. Devin Bowers provided an overview of the proposal for new members. She noted the changes that had been made to address the reviewers' feedback.

Hearing no requested changes to the draft proposal, Carla Hesseltine made a motion to approve it for resubmission. This motion was seconded by Ellen Nau and ultimately approved by the Council via a unanimous vote.

State Plan for Aging Services

Charlotte Arbogast

Catherine MacDonald, VCoA

Chair Beverley Soble turned it over to Charlotte Arbogast and Catherine MacDonald, Project Coordinator for the Virginia Center on Aging at VCU to provide an update on needs assessment conducted for the State Plan for Aging Services.

Due to limitations in time, the presentation focused on the results of the VCoA's listening sessions as shared by Catherine MacDonald. Catherine MacDonald shared the listening session

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themes and opportunities. Charlotte Arbogast encouraged members to attend the Annual Update on Aging virtual event on January 25 to learn more about the needs assessment results.

Charlotte Arbogast briefly highlighted the next steps in the State Plan process, which include drafting the plan and receiving state agency reports for inclusion. Members asked a few questions and indicated interest in following the rest of the development of the plan. Staff indicated they would send the webpage link to review all the materials developed so far.

Announcements

Beverley Soble

Marcia DuBois, Deputy Commissioner

Cecily Slasor, Council Staff

Following an introduction by Chair Beverley Soble, Deputy Commissioner for the Division of Community Living shared three highlights. The first was an update on the upcoming 2023 Governor's Conference on Aging, which will be held on May 8-10. The theme is *Shaping the Future of Aging in Virginia*. There will be a Dementia Capable Summit on May 10. More information to come. The second update was to highlight recent funding DARS has received. DARS received a two-year USDA grant \$1.6 million to expand the Senior Farmers Market program. DARS staff will provide a follow-up handout to members with more information on the new funding opportunity. Lastly, she noted a few new hires in the Office of Aging Services. Roxanne Saunders is the new Assistant Director of Aging Programs and Services, Nancy Walsh will be the new Legal Services Developer, and Hollie Lutz is new to No Wrong Door staff.

In the interest of time, Council staff requested members to please review the regulatory update handout on their own and send any questions to Charlotte Arbogast.

Lastly, Council staff reminded members of their requirement to file a Conflict of Interest/Financial Disclosure form by February 1. Cecily Slasor has been and will be sending weekly and soon bi-weekly email reminders to board members. If members run into issues they should contact Cecily Slasor.

Public Comment Period

Beverley Soble

Charlotte Arbogast reported that there were no public comments received.

Meeting Adjournment

Beverley Soble, Chair

Chair Beverley Soble adjourned the meeting at 1:50 p.m.

Electronic Participation:

- Jo-Ann Chase due to medical condition/disability, 22834 Arbor View Drive, Brambleton, VA 20148
- Josh Myers due to a personal matter (General Assembly Session/scheduling conflict), Richmond, VA
- Jay White due to caregiving, Lynchburg, VA

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Meeting Handouts:

1. Proposed Agenda
2. September 28, 2022 draft minutes
3. JCHC ALF Affordability Presentation Slides (sent after the meeting)
4. LeadingAge Virginia Dreaming Home Presentation Slides & Report
5. Aging-Related Studies Handout and Presentation Slides
6. Governor's Budget Handout, Aging-Related Legislation Handout, CCOA Legislative Priorities Handout, and Tips for Talking with Legislators 2022 CCOA draft annual report
7. 2023 Best Practices Awards Draft Materials
8. Nominating Committee Handout
9. Draft GTE Grant Proposal
10. DARS Needs Assessment Presentation Slides
11. CCOA Regulation Update
12. V4A Handouts
13. CCOA-Related News Articles
14. Announcements and Items of National & Virginia Interest
15. ALF Resident Rights Poster
16. LeadingAge Virginia Advanced CNA Announcement
17. LIHWAP Community Partner Flyer
18. Council Letter to Senator Mason (sent after the meeting)
19. SFMNP Expansion Summary (sent after the meeting)