

State Comprehensive Aging Planning
Conference Call Summary
March 16, 2006

Note: This call was recorded. The recording will be available until 3:22 pm April 15, 2006. To access the recording, call 719 457-0820; passcode 64604126.

Participants

AZ: Lynn Larson, Anne Morrison,
Randy Scott
FL: Sherilyn Toro
IN: Anna Deahl
KY: Phyllis Culp
MN: Jane Duncan

NC: Lea Slaton
NJ: Gerry Mackenzie, David Burdick
PA: Bob McNamara, Gregory Darr,
Farida Zaid
AoA: Debbie Burns, Jennifer Klocinski,
Dan Quirk

Update on the Project

On behalf of the U.S. Administration on Aging, Debbie Burns reported that, in response to grantees' questions and comments, Comprehensive Planning for State Aging Services initiative has been restructured. The restructuring modifies the relationship between the state grant activities and the development of the national planning model(s). As a result, minor changes to the TASC work plan have been made.

Work Plan Changes & Role Clarification (AoA, State Grantees, TASC)

Virginia Dize reported discussions between AoA and TASC clarified the roles and responsibilities of the state grantees and TASC.

The state grantee responsibilities are:

- Grantees' work plans approved by AoA should be implemented as outlined in grant applications, independent of the national planning model. Grantees are NOT expected to coordinate their work with one another or with the development of the national planning model.
- AoA and the TASC will periodically solicit input and recommendations from grantees to inform the development of the national comprehensive planning model.

TASC responsibilities are:

- TA for Grantees. The role of the TASC vis-à-vis grantees is to provide technical assistance tailored to their needs in developing their individual state projects. Grantees will be supported in their work through monthly conference calls, participation in expert panels, regular updates via email, postings and

- opportunities for dialogue via the project's interactive web site, responses to individual technical assistance requests and an annual meeting of grantees.
- Monthly conference calls. Grantees will be convened monthly for project updates, information sharing and discussion of issues they identify as important for their work. The TASC will publish a schedule of conference calls and identify the topic focus of future calls based on recommendations from the grantees and AoA.
 - Development of the Comprehensive Planning Model(s). The TASC is responsible for convening the advisory committee, conducting research, soliciting information and guidance from the experts (including grantees and other states) as appropriate, determining the elements of successful planning and drafting the comprehensive planning model.

Jim Whaley briefly outlined the changes in the TASC work plan. These changes include:

- Establish and convene state focus groups in lieu of a national survey
- Obtain advisory committee and AoA input and approval of the planning model(s) elements.
- Obtain review and input on the draft model(s) framework from the advisory committee and selected experts.
- Use the monthly teleconferences with state grantees to identify and respond to technical assistance needs.

In the discussion of these changes, state grantees asked the following questions:

- Q. Why was the survey dropped?
A. AoA made the decision to drop the survey due to time and resource constraints.
- Q. What is the incentive to get other states involved and participate in the focus groups?
A. A letter from the AoA to the SUA directors was suggested.
- Q. Will the state grants be funded for the second year and at what level?
A. It is anticipated that the grants will be refunded with at least the same level of funding as year one.

Annual Meeting Follow-up

Virginia Dize reviewed the materials sent to the state grantees following the annual meeting. She asked grantees to review the documents and send TASC any comments, changes, or clarifications.

The materials from the meeting will be used to identify "topic experts" and topics for the monthly conference calls.

Update on Interactive Web Site

In follow-up to the January conference call, TASC has purchased software to support the interactive features. The new web site should be available in early April.

State Grantee Activities

- AZ The project has completed the AAA Planning Process Survey. A Planning Process Matrix and a Planning Goals, Objectives and Strategies Matrix have been created. The Goals/Objectives/Strategies matrix crosswalks the Arizona 2020 Goals with those of AoA, POMP, ADRC, SUA, other state departments and AAAs. A copy of each document has been provided to TASC. In April, the project will be meeting with other state agencies.
- FL The project is preparing the Master Plan on Aging. The preparation process has involved other state agencies. There are eight interagency workgroups. Each will meet four times. Five public hearings are being planned.
- IN The steering committee met in January. The current focus has been on needs assessments and plan formats. Monthly telephone conference calls are held each month. Informational brochures, flyers and other promotional tools have been developed. "Summer Summits" are being planned.
- KY The project has cross walked the area plan format with the federal and state requirements in its development of a new area plan format. A full day retreat with the AAAs will be held in May. Also in development are standardized client satisfaction surveys.
- MN Full day training for AAAs on evidence based interventions and practices has been held. A workgroup is identifying current evidence based practices. The area plan format is being reviewed in preparation for making revisions.
- NC A meeting with the AAAs was held in January to identify the elements and what constitutes success. The area agencies vision of the planning process is that it should be bottoms-up, simple, uniform data resources and outcome based. The next visioning session will be in April.
- NJ Activities are on schedule. Partners have been recruited from state and county government, Stockton College, local nutrition programs, public health, and consumers. A baseline survey has been conducted and draft logic models prepared. Budgeting and purchasing issues are a challenge due to their complexity. The project's committees have decided to meet more frequently than planned.

PA A template has been developed for each SUA unit to quantify its portion of the area plan. The project is working with AAAs to make outcome based and responsive to diversity needs.

Requests were made for the forms and documents that have been created through the planning grants be sent to TASC for distribution.

Randy Scott is looking for good performance measures and good assessment tools. The Indiana Advantage Initiative was cited as a source of performance measures.

Suggestions for future conference calls included:

1. training on conducting a focus group, and
2. taking data and other evidence and transferring them into the planning process.
Assisting people to get out of the mode of doing what's familiar and comfortable.
Abstract thinking is difficult in the planning process.

The next conference call will be April 13 at 3:00 pm eastern time. The call-in number will be 866-548-4703 pass code 757354.