



GOVERNOR'S ADVISORY COUNCIL ON AGING

Meeting Minutes

Committee/Group: GOVERNOR'S ADVISORY COUNCIL ON AGING (GACA)

Date: November 1, 2019

Time: 9:00 a.m. – 12:23 p.m.

Venue Address: Arizona State Capitol – Executive Tower
Third Floor Conference Room
1700 W. Washington Street
Phoenix, AZ 85007

GACA Members Present

Belinda Akes (Vice Chair), David Spelich (Secretary), Barbara Marshall, Becky Brimhall, Bob Roth, Carol Brown, Deborah Hankerd, John Stiteler, Lee Olitzky, Steve Wagner

GACA Members Absent

Lisa O'Neill

GACA Staff

Lizette Cordero

Call to order, welcome, purpose of working meeting; review & approval of October 4, 2019 draft minutes

GACA Vice Chair, Belinda Akes called the meeting to order at 9:01 a.m. after, Executive Assistant, Lizette Cordero, conducted a roll call and established a quorum. The Vice Chair welcomed and thanked all Council members for their attendance. The Vice Chair also expressed a special “Thank You” to Becky Brimhall whose term technically ended in December 2018 but continues to serve by attending Council meetings as needed until notice from Boards and Commissions on her replacement and/or the results of the GACA Sunset Review. Vice Chair Akes provided an overview on the purpose of the meeting, and reminded all this is a working meeting and there is not a “Call to the Public” section on the agenda. The public/visitors will not have an opportunity to have any type of dialogue with any Council

member during the meeting. Following, a request by the Vice Chair for review and approval of the October 4, 2019 draft meeting minutes, *David Spelich made a motion to approve the draft minutes as presented; the motion was seconded by Carol Brown. The motion passed by the following roll call vote: Barbara Marshall-aye, Becky Brimhall-aye, Belinda Akes-aye, Bob Roth-aye, Carol Brown-aye, David Spelich -aye, Deborah Hankerd-aye, John Stiteler- aye, Lee Olitzky-aye, Steve Wagner- aye.*

Wrap up of 2019

- **Review of tracking grid** – Vice Chair Akes discussed the 2019 objectives for all committees, unless noted below, have been completed.
 - AICC Objective #5 – Sponsor 1 to 5 Virtual Dementia Tours (VDT) at \$2,000 each (carryover year 3 objective). This objective is on hold until after Sunset Review, Spring 2020.
 - GACA Objective #2 – GACA submits an annual end of year written report of its recommendations regarding the State Plan on Aging to the Governor, the Senate President and the Speaker of the House. This objective will be completed in January 2020.
 - LPEC – The Legislative Update Report is on hold until the new Executive Director is appointed.
- **Requests to the Council** – Executive Assistant, Lizette Cordero, stated the only request to Council for 2020, thus far, is a sponsorship request for the Caregiver Coalition’s Family Caregiver Day in March 2020. As instructed by Council Chair O’Neill, Ms. Cordero forward the GACA Sponsorship request form to Jutta Ulrich from the Caregiver Coalition to review, complete and submit to the GACA by the end of December 2019 for review at the January 2020 GACA Meeting.
- **Complete and submit GACA member commitment forms** – Vice Chair Akes requested All Council Members complete and submit the 2020 Committee Selection & Leadership interest Form included in their meeting packets prior to meeting adjournment. Vice Chair Akes asked Council members to please consider taking on different leadership roles in the upcoming year.

Establish 2020 objectives and tasks for All Committees and vote

Following a review and discussion of the 2019 objectives the Council agreed and voted on the new objectives listed below for 2020 and will work on task details at a later date. Ms. Brimhall reminded Council there will be a vote on the actions taken at this meeting, however, the Chair may call for an emergency meeting in December to discuss the Sunset Review results/feedback and discuss and/or revote on the objectives below.

- **Aging in Community Committee (AICC)** – Objective #1 Caregiver Advocacy: Preventing readmissions and after care issues – Task 1. Assemble a panel for discussion. Tasks 2-4 stay the same. Objective #2 Education: Statewide placement for referral services, Tasks #1-4 stay the same, added Task - Assemble a panel for discussion. Objective #3, 4 and 5 and all tasks stay the same.

Break Request – 10:21 a.m.

Reconvene – 10:25 a.m.

- **Legislative Policy and Education Committee (LPEC)** – Objective #1 Stays the same, 1 new task – New Chair will meet with Legislators to determine date.
- **Marketing Committee (MC)** – Objective 1-2 stay the same. New Tasks #1-3 include ordering business cards, order 2,000 Rack Cards and outreach to promote Council Meeting attendance.
- **Executive Committee (EC)** – Objectives #1 and 3 along with tasks stays the same. New Objective #2 Outcome of Sunset Review. New Task #4 under Objective #3 – Open Meeting Law Training, New Objective #4 Ad Hoc Committee, pending Sunset Review feedback, New Objective #5 By Laws Review.
- **Governor’s Advisory Council on Aging (GACA)** – Objectives #1-5 along with tasks stay the same, Objective #6 title change to GACA advocates for care recipient/caregiver support and education, advocates for long-term services and supports, home and community-based services as cost-effective way to keep older Arizonans aging in place, Tasks 1-3 stay the same, New Task #4 Advocate for National Caregiver Day, Objective #7 removed.

Vice Chair Akes called for approval/vote on the 2020 GACA and Committee meeting objectives; *Carol Brown made a motion to approve the GACA 2020 Objectives pending review and approval by the GACA Chair, Policy Advisor and the Governor’s Office in addition to the pending GACA Telephonic Meeting in December for final approval; the motion was seconded by Deborah Hankerd. The motion passed by the following roll call vote: Barbara Marshall-aye, Becky Brimhall-aye, Belinda Akes-aye, Bob Roth-aye, Carol Brown-aye, David Spelich -aye, Deborah Hankerd-aye, John Stiteler- aye, Lee Olitzky-aye, Steve Wagner- aye.*

Vote on 2020 in Person Meeting Dates

Vice Chair Akes requested a review and approval of the proposed 2020 In Person GACA Meeting dates below that were previously polled among GACA Members.

January 10 July 10
 March 6 September 11
 May 1 November 6

- Prior to voting, Council member, Carol Brown, expressed concerns regarding low attendance at the GACA meetings as some of the dates chosen are in direct conflict with other councils, coalitions and community partner meeting schedules/dates, specifically January, July and September (big holiday months). Vice Chair Akes acknowledged the concern and stated that unfortunately it is not possible to accommodate everyone’s schedules. The dates/times were selected and previously polled by Council members. Following, a request by Vice Chair Akes for review and approval of the 2020 proposed in person meeting dates; *Lee Olitzky made a motion to approve the above mentioned 2020 In Person Meeting Dates; the motion was seconded by Bob Roth. The motion passed by the following roll call vote: Barbara Marshall-aye, Becky Brimhall-aye, Belinda Akes-aye, Bob Roth-aye, Carol Brown-aye, David Spelich--aye, Deborah Hankerd-aye, John Stiteler- aye, Lee Olitzky-aye, Steve Wagner- aye.*

Vote on 2020 call dates, 8am-8:30am

February 7 August 7

April 3
June 5

October 2
December 4

- Prior to voting for the alternate telephonic meeting dates, a conversation ensued regarding the necessity of the telephonic meetings and possible time change. Former Council Chair, Becky Brimhall and Council member, Carol Brown, suggested the following recommendations:
 - Continue the telephonic meetings due to the uncertainty of the GACA and pending the Sunset Review decision.
 - Continue with the Marketing Committee as it is mandated
 - Conduct a By Laws review in 2020 these meetings are utilized for voting/action to be taken and preparedness for the in person meetings. Vice Chair Akes agreed and mentioned she reviewed the By Laws and noted GACA is required to meet four times per year. Currently the GACA holds six in person meetings annually and telephonic meetings on alternate six months. The Vice Chair stated the current GACA meeting schedule shows a strong commitment by GACA members to meet and get things done. Vice Chair Akes reminded all the call dates/times were selected and previously polled by Council members. Following, a request by Vice Chair Akes for review and approval of the above listed 2020 proposed call dates; *Lee Olitzky made a motion to approve the above mentioned 2020 Call In Meeting Dates; the motion was seconded by Bob Roth. The motion passed by the following roll call vote: Barbara Marshall-aye, Becky Brimhall-aye, Belinda Akes-aye, Bob Roth-aye, Carol Brown-aye, David Spelich-aye, Deborah Hankerd-aye, John Stiteler- aye, Lee Olitzky-aye, Steve Wagner- aye.*
 - After the above vote, the conversation continued and addressed the 8:00 a.m. call in meeting time. Council member Steve Wagner suggested 7:30 a.m. and most agreed the change in time would be accommodating. Following, a request by Vice Chair Akes for approval of the 2020 telephonic meeting time frame from 8:00-8:30 a.m. to 7:30-8:00 a.m.; *Carol Brown made a motion to approve the above mentioned Call In Meeting time change; the motion was seconded by Barbara Marshall. The motion passed by the following roll call vote: Barbara Marshall-aye, Becky Brimhall-aye, Belinda Akes-aye, Bob Roth-aye, Carol Brown-aye, David Spelich- -aye, Deborah Hankerd-aye, John Stiteler- aye, Lee Olitzky-aye, Steve Wagner- aye.*

Wrap-Up & Next Steps Ahead of January 2020

Vice Chair Akes thanked all for coming and expressed special gratitude to Becky Brimhall for assisting with all her input and guidance. Vice Chair Akes also acknowledged and thanked Council Chair, Lisa O'Neill for all her time and hard work with completing the Sunset Review Report. Ms. Brimhall reminded all Council Members to ensure they complete their GACA Sanctioned Time Sheets through year end and report any ideas, thoughts and recommendations to Council Chair Lisa O'Neill or Vice Chair Belinda Akes.

Adjourn

GACA Vice Chair, Belinda Akes, adjourned the meeting at 12:23 p.m.

Copies of all meeting materials and handouts are available for review at the Governor's Advisory Council on Aging (GACA) office.

NEXT MEETING: The next Governor's Advisory Council on Aging meeting is scheduled on Friday, January 10, 2019 at 9:00 a.m. Location to be confirmed and announced by public meeting notice posted at the GACA website: <https://aging.azgovernor.gov/>. These meetings are open to the public.