

**R.I. Governor's Advisory Commission on Aging**  
**Minutes of the Monthly Meeting September 21, 2016**  
**Pasteur Building 57, Pastore Complex, Cranston RI**

Present were: Susan Adler, Jennifer Barros, Barry Zeltzer, Bill Flynn, Joan Crawley, Dr. Brian Ott, Esther Price, D. Karen Enright, Carmen Roy, Jim Nyberg, Sue Robbio, Erika Fenn-Vilella, Herb Weiss, Nicholas Oliver, Jennifer Barros. Excused: Kyle Macdonald  
DEA Staff: Meghan Connelly

Approval of Minutes of Previous Meeting: On a motion by Adler, seconded by Ott ,  
**the Minutes of the May 18, 2016 Meeting were APPROVED as presented.**

Director's Report: Meghan Connelly presented Director Fogarty's report, which included the following items:

- *Staffing:* DEA currently has 3 vacancies. Connelly reported on the status of efforts to fill the positions. The Assistant Administrator position, formerly filled by Rhonda Schwartz, has been filled by Mack Thiessen.

- *State Designated Grants Program:* This is the new name for the former Community Service Grants. While the current process for Community Service Grants will be kept in place for FY '17(ending on June 30, 2017), DEA staff is working on a new process for distributing the grants for FY '18. This process would include allocations based on numbers of seniors in an agency's service area, and a transparent online application process. If FY '18 funding remains the same as FY'17, some senior centers would receive less money. Current recipient agencies will receive advance notice of the impact of the new formula.

Flynn explained legislation backed by the Senior Agenda Coalition for several years that would have implemented a population-based allocations formula, but included a "hold harmless" provision so that no agency would receive less funds. He asked Connelly whether, if the FY '8 budget allocation were increased by at least \$400,000, would any agencies receive less funds, and she said no. Oliver requested that the new formula outcomes table be distributed to all senior centers and the general public, and Connelly agreed to that request.

- *Volunteer Guardianship Program:* As the result of funding being restored to the state budget for this program, DEA issued a Request for Proposals (RFP) but received no bids. This was despite a nearly 100% increase in total funding. Several members suggested that potential bidders might have assumed that Cornerstone, the agency the managed the program for many years, would receive the contract, and requested that DEA consider reissuing the RFP. Connelly reported that currently Mary Anne Ciano is managing the program with legal support from DEA Counsel Erin Casey, and that funds may be used to finance an in-house position.

Review and Vote on Isolated Seniors Subcommittee Recommendations: Flynn and Ott reported that the Subcommittee had developed a set of questions about trends in staffing levels and other aspects of DEA's Protective Services program, but were awaiting a meeting with Director Fogarty on October 5 to get his approval of submitting those questions to staff.

Further Discussion of Commission Methods of Operation: Enright reported that the draft Methods document (dating to 2005) had been found, and what was needed was to nail down the procedures. Connelly suggested that in some cases legislative action might be required. Enright said goal was to just review and make recommendations to the Director. A motion by Ott, seconded by Crawley, **to appoint Enright as a "committee of one" to edit the Methods document and distribute it to the Commission for approval, was APPROVED unanimously.**

Review of Commission Membership, needed Renewals, and updated Bio-Sketches: Enright said she would send all Commission members copies of their own bios on file, for review, with samples of a suggested common template. In response to a question, Connelly said that the DEA Website has a link to information about the Commission on the Secretary of State's Website. Weiss suggested that there should be a Commission page on the DEA Website. Connelly agreed to look at what other Commissions were doing and report back.

Review of Commission Meeting Schedule for 2016 - 2017: A proposed meeting schedule for the period October 19 through June 21 was distributed. All meetings were proposed for 10:30 AM on the third Wednesday of the month. There were no objections.

New Business: Enright noted that Logisticare had distributed a report including its service metrics at the Long-Term Care Coordinating Commission. Connelly agreed to locate it and distribute to Commission Members.

Adjournment: On a motion by Adler, seconded by Nyberg, the meeting was adjourned at 11:30 AM.

Minutes by: Bill Flynn, Secretary