



HARRIS COUNTY

Houston Department of Health and Human Services
Funded by the Texas Department of Aging and Disability Services

CITY OF HOUSTON

TO: **ALL AREA PLANNING ADVISORY COUNCIL (APAC) MEMBERS,
STEERING COMMITTEE MEMBERS AND INTERESTED PARTIES**

FROM: *Chuck Hunter* Marla Turner, Chairperson
Area Planning Advisory Council

DATE: February 20, 2007

SUBJECT: **AREA PLANNING ADVISORY COUNCIL MEETING**

Date:	March 1, 2007
Place:	City of Houston Health Laboratories 1115 South Braeswood Blvd., 1st Floor (Media Center) Houston, TX 77030
Phone:	(713)794-9006 (for Directions)
Time:	9:00 am – 12:00 pm General Meeting

SPECIAL NOTE:

All APAC members are urged to attend the sub-committee meetings after the General Meeting. If your committee is not meeting, you are invited to attend the meetings of any of the other sub-committees. Officers are obligated to ensure a replacement for the meeting if they cannot attend personally.

If you are unable to attend this meeting, please contact the Area Agency on Aging at (713) 794-9006.

In compliance with the Americans with Disabilities Act (ADA), the Harris County Area Agency on Aging will provide for reasonable accommodations for person attending APAC meetings. If you require reasonable accommodations or additional information, please contact the Harris County Area Agency on aging at (713) 794-9006.

xc: Charlene Hunter James, MPH
Director, Area Agency on Aging

Encl: Agenda



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AREA AGENCY ON AGING AREA PLANNING ADVISORY COUNCIL

General Membership Meeting
Thursday, March 1, 2007

A G E N D A

- I. Call to order
- II. Introduction of guests and new members
- III. Approval of Agenda for March 1, 2007
- IV. Approval of Minutes for February, 2007
- V. Comments from Chair – Marla Turner
- VI. Comments from the Area Agency on Aging – Ms. Eva Williams
- VII. Area Plan Proposal and Needs Assessment – Ms. Angela Akins
- VIII. Presentation – **Topic: “Medicare Fraud and other Hot Topics”**
Speaker: Ms. Candy Twyman, Executive Director
Better Business Bureau Education Foundation
- IX. Standing Committee Reports (written reports only)
 - A. Legislation – Betty Streckfuss
 - B. Advocacy/Ombudsmen – Diane Persson, Kathy Bingham
 - C. Education and Training – Carla Vigilante, Jimmie Matthews
 - D. Transportation – Lalita Sen
 - E. Housing – Michael Nguyen
 - F. Membership – Frank Gemar
 - G. Nutrition/SMOW- Mari Okabayashi, Marla Turner
- X. Unfinished Business
 - A. Preparation of RFP and RFQ
 - B. Proposal Review
- XI. New Business
 - A. Subcommittee Goals for 2007
- XII. Announcements

Note: All announcements must be written on the provided form to the Chair prior to the announcement.
- XIII. Adjournment to Subcommittees

Steering Committee will meet on the 3rd Thursday of each month at 3:00pm at the Area Agency on Aging, 8000 N. Stadium Dr.; next meeting is scheduled for March 15, 2007.

APAC Minutes

Date: March 1, 2007

- I. Call to order:
The meeting was called to order by Mari Okabayashi, Vice Chair at 9:20am. She reported that Marla Turner, Chairperson, was not able to be present.
- II. Guests were welcomed and introduced; no new members were present.
- III. Agenda for March 1, 2007 was approved without change.
- IV. Minutes from the February 1st meeting were approved as amended, after a quorum was established. The changes included that Mari Okabayashi is Vice Chair. Also Charlotte Mangum will remain on APAC as a Mayoral appointee and Jan Allison will be the Harris County Precinct 4 representative.
- V. Comments from the Chairperson:
Ms Okabayashi reminded everyone that Daylight Savings Time would begin early this year – the second weekend in March, instead of the last weekend.
- VI. Comments from Area Agency on Aging – Eva Williams
 - Ms Williams announced that Charlene Hunter James was in Austin at the state AAA meeting.
 - May is Older Americans month and all activities will be listed on the Area Agency on Aging website.
 - APAC meetings will also be posted on the website.
 - The Director of Emergency Management & AAA staff will be meeting together regarding the Special Needs Registry and the specifics of disaster preparedness in 2007. The focus is to clarify what special assistance will be available to older adults who call 211 to be placed on the registry.
 - Ms. Williams explained that this is a bid year for all Title III funding for all supportive services, including meals for both congregate sites and for Meals on Wheels programs. The bid process involves both a RFPs (Request for Proposal) and a RFQs (Request for Qualification), which need to be reviewed by a knowledgeable panel. Ms. Williams asked for volunteers to serve on review panels to evaluate the proposals submitted by community service providers and vendors. Orientation will be provided by AAA staff in April. Interested APAC members should contact Marla Turner, APAC Chair regarding serving on review panels. Also members of the public are invited to serve on review panels and should contact AAA. Ms Williams stressed the importance of this review process as the bid proposals are for three to five year duration.
- VII. Area Agency on Aging Plan Proposal and Needs Assessment – Angela Akins
 - Ms. Atkins explained the need to gather input and feedback regarding the new Area Agency plan, which will also address the changing demographics and boomers moving into retirement. She asked that the attached forms be returned to the AAA by March 30, 2007. Feedback is being requested from as many involved community members as possible.

- It was recommended that the members of the United Way's Elder Services Provider Network (ESPN) also be asked to complete the feedback forms at the upcoming March 27, 2007 meeting.

VIII. Speaker: Candice Twyman of the Better Business Bureau Education Foundation, Houston, Texas.

Ms Twyman spoke about "Medicare Fraud and Other Hot Topics". Additionally she reviewed the various programs administered by the BBB Education Foundation, such as Silver Sleuths, MOD Squad, and Consumer Awareness 101 among others. The main focus of the presentation was on describing the current scams and schemes, including identity theft, and how to avoid being entrapped.

IX. Standing Committee Reports:

This month Standing Committee Reports were submitted in writing. The following committees submitted reports: Legislative; Senior Day at the Capital; Nutrition/ SMOW; Education & Training.

X. Unfinished Business

There will be an APAC nutrition site visit on March 26, 2007. Contact Beverley Brownlow at AAA for more information.

XI. New Business

Carla Vigilante asked the standing committees to review and update the committee goals developed at the October 2006 APAC retreat. These long term and short term goals will become the committee benchmarks and focus the direction of the work. These need to be completed and returned to Mari Okabayashi at the conclusion of the meeting

XII. Mr. Stephen Williams, Director of the City Health & Human Services Department, spoke to the APAC members in regard to future plans for AAA. He announced that he will be recruiting a new Director following the resignation of Ms. James but is considering all possibilities, such as moving AAA into the Human Services Bureau. He expressed his interest in being more involved and wanted input and feedback from APAC members regarding the future direction of AAA. Mr. Williams committed to having further discussion.

XIII. Announcements

The City of Pasadena is holding the 2007 Ms Pasadena Senior Pageant on March 27, 2007 at the Pasadena Convention Center. The event is free as it is being underwritten by Texas Health Spring

XIV. Adjournment:

The meeting was adjourned at 11:00pm to allow the subcommittee members to meet to review and update their committee goals. The steering Committee will meet on Thursday, March 16, 2007 at 3:00pm at the AAA offices.

Minutes submitted by Esther Steinberg.