

#### WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEMBERS

(Commission Districts)

Dr. Larry Weiss (1)
Gary Whitfield (1)
Connie McMullen (2)
Clinton Smith (2)
Marsy Kupfersmith, At-Large
Donna Clontz, Alternate

Karen Davis (3) Diane France (3) Dennis Chin (4) Wayne Alexander (4) Victoria Edmondson (5) Jeanne Herman, BCC (3) Vaughn Hartung, BCC, Alternate Reno City Council At-Large Ed Lawson, Sparks City Council (4)

#### **MEETING AGENDA**

Wednesday, March 4, 2015 3:00 pm – 5:00 pm Senior Services – Game Room Washoe County Senior Services
1155 E. 9<sup>th</sup> Street
Reno, NV 89512
Tel: 775-328-2575 Fax: 775-328-6192
lbonilla@washoecounty.us
kcarpenter@washeocounty.us

All items numbered or lettered below are hereby designated **for possible action** as if the words "for possible action" were written next to each item (NRS 241.020). **An item listed with asterisk (\*) next to it is an item for which no action will be taken**. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration. The public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

The Senior Services Advisory Board conducts the business of Washoe County and its citizens during its meetings. The Chair may order the removal of any person whose statement or other conduct disrupts the orderly, efficient or safe conduct of the meeting. Warnings against disruptive comments or behavior may or may not be given prior to removal. The viewpoint of a speaker will not be restricted, but reasonable restrictions may be imposed upon the time, place and manner of speech. Irrelevant and unduly repetitious statements and personal attacks, which antagonize or incite are examples of speech that may be reasonably limited.

Public Comment is limited to three (3) minutes per person. Persons are invited to submit comments in writing on agenda items and/or attend and make comment on that item at the Advisory Board Meeting.

- 1. CALL TO ORDER
- 2. ROLL CALL
- \*PUBLIC COMMENT
- 4. Approval of the Agenda for the Advisory Board Meeting on March 4, 2015.
- 5. Approval of the Minutes from the Advisory Board Meeting on February 4, 2015.
- 6. \*Presentation by the Senior Law Project of NLS Karen Zavora
- 7. \*Presentation of Budget Leslie Williams

- 8. \*City of Reno Staff Report- Darryl Feemster
- Discussion on the recruitment process for the Associate Members and their roles, and including a discussion on advertising, "meet and greet" events and promotion in the City of Reno and Washoe County Senior Services newsletter.
- 10. \*Directors Updates Grady Tarbutton
  - a. Older Americans Month update
  - b. Master Plan update.
  - c. Human Services Agency update.
  - d. Primer (briefing) for the Board prior to the legislative session (standing item).
  - e. Update on Senior Service program waitlists (standing item).
  - f. ADRC Data Base update (standing item)
  - g. ADSD Grant update
- 11. \*Member items.
- 12. Discussion of agenda items for the next Board meeting.
- 13. \*Public comment.
- 14. ADJOURNMENT

Persons with disabilities who require special accommodations or assistance at the meeting should notify Lisa Bonilla, Office Assistant II, or Kathy Carpenter, Account Clerk II, at Washoe County Senior Services, 1155 E. Ninth Street, Reno, NV 89512, by calling (775) 328-2575 or via email <a href="mailto:lbonilla@washoecounty.us">lbonilla@washoecounty.us</a> or kcarpenter@washoecounty.us, prior to the date of the meeting.

Supporting material for this meeting may be requested by contacting Lisa Bonilla, Office Assistant II, or Kathy Carpenter, Account Clerk II, at Washoe County Senior Services, 1155 E. 9<sup>th</sup> Street, Reno, NV 89512, by calling (775) 328-2575 or via email <a href="mailto:lbonilla@washoecounty.us">lbonilla@washoecounty.us</a> or <a href="mailto:kcarpenter@washoecounty.us">kcarpenter@washoecounty.us</a> also the agenda and supporting information is posted on <a href="mailto:https://www.washoecounty.us/seniorsrv/advboard.htm">https://www.washoecounty.us/seniorsrv/advboard.htm</a> and <a href="mailto:https://notice.nv.gov">https://notice.nv.gov</a>

Notices of this meeting have been posted at the following locations:

Washoe County Administration Building
Washoe County Health Department
Gerlach Senior Center
Incline Village Recreation Center

Washoe County Senior Services Sparks Senior Center Sun Valley Senior Center Incline Village Library

IN COMPLIANCE WITH NRS 241.020, THIS AGENDA HAS BEEN POSTED ON THE OFFICIAL WEBSITE FOR WASHOE COUNTY, www.washoecounty.us

**AGENDA ITEM 5** 

#### MINUTES OF THE WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD MEETING

February 4, 2015
Washoe County Senior Center, 1155 E. 9<sup>th</sup> Street, Reno, Nevada 89512
Game Room

- **1. CALL TO ORDER** Meeting was called to order at 3:04 p.m. by the Chairman of the Board, Dr. Larry Weiss.
- **2. ROLL CALL** Dr. Larry Weiss asked for roll call; Lisa Bonilla took the roll. There was a quorum present.

#### WASHOE COUNTY SENIOR SERVICES ADVISORY BOARD PRESENT:

PRESENT		ABSENT
Dr. Larry Weiss	Gary Whitfield	*Diane France
Dennis Chin	Jeanne Herman	*Donna Clontz
Connie McMullen	Jill Andrea	*Karen Davis
Clinton Smith	Marsy Kupfersmith	*Victoria Edmondson
Ed Lawson	Wayne Alexander	

<sup>\*</sup>Excused absence

#### WASHOE COUNTY STAFF PRESENT

Grady Tarbutton Lisa Bonilla

- 3. PUBLIC COMMENT No public comment.
- **4. APPROVAL OF THE AGENDA OF THE February 4, 2015 ADVISORY BOARD AGENDA** Dennis Chin motions the approval of the agenda as it stands. Gary Whitfield seconds the motion. Motion passed unanimously.
- **5.** APPROVAL OF THE MINUTES OF THE December 3, 2015, ADVISORY BOARD MEETING-Wayne Alexander motions the approval of the minutes as presented. Dennis Chin seconds the motion. Motion passed unanimously.
- 6. Accept the resignation of Jill Andrea as appointed at-large Advisory Board Member, and recommend the appointment of Marsy Kupfersmith to fill the vacancy in accord with the Advisory Board by-laws. Grady clarifies that according to the by-laws, if there is a vacancy on the board, the first person to be considered to fill the position is one of the alternate members. Clinton Smith motions the approval of the resignation of Jill Andrea and the recommendation of the appointment of Marsy Kupfersmith to fill the vacancy as atlarge Advisory Board Member. Jill Andrea had some additional comments. Gary Whitfield seconds the motion. Motion passed unanimously.

- 7. \*Presentation by Washoe County Senior Services Licensed Social Worker (LSW) staff on the types of services provided including a profile of clients. Presenter, Dawn Costa LSW, Washoe County Senior Services. Dawn presented three cases which are in her current caseload to identify the types of services Washoe County Senior Services provides and the impact it not only has on the individual client but the community.
- 8. Discussion on the recruitment process for the Associate Members and their roles, and including a discussion on advertising, "meet and greet" events and promotion in the City of Reno and Washoe County Senior Services newsletter. Due to the absence of Donna Clontz, this agenda item is to be deferred until the next meeting.
- **9.** \*City of Reno Staff Report Darryl Feemster. Darryl Feemster was not present for the meeting. Marsy Kupfersmith filled in and gave an update on the Senior Winter Games. The attendance of the opening ceremonies was higher than anticipated. There have also been more participants in the games than the previous year.
- 10. \*Directors Updates Grady Tarbutton
  - a. Updated Advisory Board Manual Table of Contents Members will be receiving an updated version of the Advisory Board Manual. Currently the table of contents has been updated to reflect the changes and additions that will be made.
  - b. Advisory Board Membership With Jill leaving, there will be a vacancy in the alternate position as Marsy will be moving into Jill's position. There was someone recruited for the District 5 position but unfortunately, that person had to resign. Karen Davis's terms expires in 2016. Grady suggests waiting to do the recruitments for each position until after Karen's term ends in order to increase the number of applicants by promoting multiple district openings.
  - c. Recognition of Jill Andrea See agenda item 6.
  - d. Budget update Grady provided an overview of the Department's FY 2014-15 year to date budget, including Department expenditure and revenue totals, and broken out for each Division. . The total number of "Meals on Wheels" and Congregate meals has increased from 212,000 (FY 2012-13), to 285,000 meals (FY 2013-14) to a projected 335,000 meals (FY 2014-15) There was a 35% increase in the number of meals (congregate and home delivered meals) between 2013 and 2014. Additional funds to pay for the meals comes from the Older Americans Act Title IIIc1 (Congregate) and IIIc2 (Home delivered meals), the Nutrition Services Incentive Program (NSIP) and County Indigent fund (NRS 428). The Indigent Fund pays for all of the second home delivered meal program Part of the Department's FY 2015-16 budget proposal includes expanding services and reaching out more to the community. The BCC has listed "senior services" as one of its 6 priorities for 2016-18, which will include other departments that handle senior issues as well. Senior Services also has a state contract with Medicaid for the Adult Day Health program. The revenue increased due to Medicaid match, making it sustainable.

- e. Older Americans Month Update Opening Ceremonies will be Friday May 1<sup>st</sup> take place at Washoe County Senior Services on 9<sup>th</sup> street. There were 60 events last year and the goal is to have 75 this year. There were 450 participants for the opening ceremonies and the goal is to match this year. There is also a need to find best approach to advertising our services and events. The program will be provided once is it completed. The deadline for agencies who would like to do a workshop at any of the Washoe County Senior Centers or Neil Road for City of Reno will be available once it is established. Jill Andrea suggests reaching out to other senior facilities not congregate meal sites.
- f. Master Plan update— The Master Plan has been utilized to develop our business plan for the 2016 budget proposal. This includes additional positions for social services, Aging and Disability Resource Center, and Daybreak.
- **g.** Human Services Agency update —It is still planned that Senior Services will be part of Social Services. The code change has to be read twice before the BCC, in order for the change to take place. The draft version will be reviewed by the Department before it is submitted to the BCC.
- h. Primer (briefing) for the Board prior to the Legislative session Grady told the Board that Monday, February 9, 2015, is senior day at the legislature. There was general discussion regarding issues that the aging population is facing.
- i. Update on Senior Service program waitlists (standing item) Grady went over the wait list update from December's meeting. Once there is a new update available from Social Services, it will be distributed to the board.
- j. ADRC Date Base update (standing item) -
- k. ADSD Grant update-
- I. General Update WCSS is currently looking for locations in Spanish Springs and Washoe Valley to open two congregate meal sites in FY 2015-16, bringing the total to thirteen. . Washoe County Senior Services is also looking into a partnership with the Pyramid Lake Paiute Tribe to provide "Meals on Wheels" and in-home care. Lisa Bonilla has been going to other centers to expand information and referral, including provided applications and helping clients find benefits.
- **11. Member Items** Connie told the Board that Baldini's wants to have the Christmas gathering again. The Senior Fest received approval to continue. There is a proposal to move to a larger location for safety reasons.
- **12. Discussion of agenda items for the next Board meeting** Dennis Chin would like a presentation from the Senior Law Project of NLS.
- **13. Public Comment –** No public comments made.
- **14. Adjournment** Dennis Chin motioned to adjourn the meeting. Wayne Alexander seconds the motion. Motion passed unanimously.

**AGENDA ITEM 6** 

The Senior Law Project (SLP) is a department of Nevada Legal Services, Inc., a private, statewide, nonprofit, public interest law firm funded by grants from the Legal Services Corporation, the Nevada Law Foundation, Aging and Disabilities Services Division, District Court filing fees and client donations.

The SLP provides free legal services to individuals 60 years and older who reside in Washoe County.

The SLP provides counseling and representation in the substantive areas described in this brochure.

Individual requests are further prioritized based on the merits, the importance of the issue to the client and to the senior community and whether other legal resources are available.

Individual circumstances may also determine the level of service provided, for example, advice and referral or full representation in a court of law.

#### OTHER LEGAL SERVICE PROVIDERS

LEGAL AID CENTER OF SOUTHERN NEVADA 725 E. Charleston Blvd. Las Vegas, Nevada 89101 702-386-1070 / 800-522-1070 FAX: 702-366-0569 www.lacsn.org SOUTHERN NEVADA SENIOR LAW PROGRAM 530 South Las Vegas Blvd. Ste 310 Las Vegas, Nevada 89101 702-229-6596 / FAX: 702-384-0314 WASHOE LEGAL SERVICES
299 S. Arlington Avenue
Reno, Nevada 89501
775-329-2727 / FAX: 775-324-5509
www.washoelegalservices.org

NEVADA STATE BAR REFERRAL Toll Free Number 1-800-789-5747

VOLUNTEER ATTORNEYS FOR RURAL NEVADANS
P.O. Box 365
904 No. Nevada St. #B
Carson City, Nevada 89703
775-883-8278 / 866-448-8276
FAX: 775-883-7211
www.varn.org

NEVADA DISABILITY ADVOCATES
& LAW CENTER
1865 Plumas St, Ste 2
Reno, Nevada 89509
775-333-7878
Toll-Free 1-800-992-5715
Fax 775-786-2520

## NEVADA LEGAL SERVICES

### LAS VEGAS OFFICE

Serving Clark, Lincoln, Nye and Esmeralda Counties 530 S. 6th St. Las Vegas, Nevada 89101 702-386-0404 / 866-432-0404 FAX: 702-388-1641/TDD: 702-386-1059

## SENIOR LAW PROJECT OF NEVADA LEGAL SERVICES

Serving seniors in Washoe County 1155 E. 9th St., Ste. 25 Reno, Nevada 89512 775-334-3050 / FAX: 775-334-3056

#### RENO OFFICE

Serving all other counties and Native Americans Statewide 204 Marsh Ave., Ste. 101 Reno, Nevada 89509 775-284-3491/FAX: 775-284-3497

### CARSON CITY OFFICE

209 No. Pratt Ave. Carson City, Nevada 89701 775-303-7720

#### ELKO OFFICE

285 10th Street Elko, Nevada 89801 775-753-5880 / FAX: 775-753-5890

### YERINGTON OFFICE

Mon., Tues. & Wed. 8:30am-5:00pm 720 S. Main Street, Ste. A Yerington , Nevada 89447

### SENIOR HELP LINE

Serving all counties and assisting seniors in Nevada through the Senior Help Line 877-693-2163 / FAX: 702-314-3520



#### Senior Law Project



Senior Law Project of Nevada Legal Services, Inc 1155 E. 9th Street, Suite 25 Reno, NV 89512

Office 775-334-3050 Fax 775- 334-3056 www.nlslaw.net www.nevadalawhelp.org

The Senior Law Project (SLP) provides a wide variety of services, depending on the need and type of problems, including:

- Advice
- Brief Service—e.g., resolving a problem with an agency or repairing a relationship with a landlord.
- Representation in an administrative forum such as the Social Security Administration, Reno Housing Authority and Division of Welfare and Supportive Services.
- Representation in courts of law
- · Community Legal Education.
- Home visits to aid the provision of services to the homebound.
- Legal information via brochures and website covering a broad spectrum of relevant issues.
- Self-help packets designed to enable seniors to provide self representation.
- Preparation of documents including these listed under "Lifetime Planning Issues" below.



### Lifetime Planning Issues

- Basic lifetime planning consultation
- Document preparation, including:
- Living Wills
- Simple Wills
- Durable Powers of Attorney for Health Care and Financial Matters.

### CASE PRIORITIES

The SLP, with its limited resources, has prioritized the types of cases which most affect low income, frail and minority seniors. Its highest priorities are as follows.

#### CONSUMER PROTECTION FROM UNITALE TRADING

### Consumer Matters

- Enforcement of federal and state consumer laws such as Fair Debt Collection and Truth in Lending Violations.
- Enforcement of exemption rights/debt issues such as garnishment.
- Consumer fraud/exploitation.



### Housing Issues

- Landlord/Tenant matters including evictions, termination of housing assistance, denial of housing assistance and living conditions.
- Housing discrimination issues including reasonable accommodation and modifications.
- Public Housing and other subsidized housing issues.
- Mobile Home issues.
- Documents such as Homesteads and Affidavits of Death of Joint Tenant.



#### Elder Rights Law

- Elder abuse/neglect
- Discrimination against elders
- Nursing home rights



### Government Benefits and Entitlements:

Denials, reductions, terminations and overpayments of benefits for:

- Food Stamps (SNAP)
- Supplemental Security Income Social Security Benefits (excluding disability)
- Unemployment Compensation.
- Tax Controversies—liens, levies, offers in compromise.
- Medicaid and Medicare issues.

#### CEGAL SERVICES NOT PROVIDED

- ⇒ Criminal Representation
- ⇒ Plaintiffs in personal injury actions, including medical malpractice
- ⇒ Real Estate sales and purchases
- ⇒ Divorce Actions
- ⇒ Probate matters
- ⇒ Advice regarding selection of insurance policies
- ⇒ Financial Planning

**AGENDA ITEM 7** 

		BUDGET CALENDAR (dates are subject to change)
JANUARY 2015		
Jan-February	•	Subject matter experts prioritize and prepare cost estimates for CIP
1/12-1/21	•	Finalize prelim assumptions for OPEB, COWCAP, ESD, Risk, and Health Benefits
1/16-1/21	•	Run and post ETC and FY16 cost plan-final cost plan run for base budget column in SAP
1/29 (Thurs)	•	Budget instructions distributed to departments.
1/29 (Thurs)	•	Base budgets finalized and SAP open for new budget requests and changes to Estimates for FY15. Do not submit new positions in SAP, use the New Position request forms and submit new positions or reclassifications to Human Resources (HR) with a copy to Budget.
FEBRUARY		
2/12 (Thurs)	•	Run and post FY15 ETC and FY16 cost plan
2/16 (Mon)	•	Receive preliminary property tax revenue projections from the Department of Taxation
2/26 (Thurs)	•	SAP closed to Departments and position requests and reclassifications are due to HR with copies of paper work sent to the Budget Division
MARCH		
Mar-Apr	•	Senior Management determines funding for CIP projects
3/9-3/13	•	Department presentations to Budget Office/Senior County Management
3/12 (Thurs)	•	Run and post FY15 ETC and FY16 cost plan
3/16 (Mon)	•	Final Tax rates and revenue projections from Department of Taxation
3/16-3/27	•	Follow-up Analysis on above-base requests and new positions by Budget Office
3/24 (Tues)	•	Final property tax revenue projections from Department of Taxation (uploaded to SAP)
3/24 (Tues)	•	BCC Review and Approval of 2016-2018 Strategic Plan
	•	Status report to the BCC on the FY16 budget
3/30-4/2	•	Budget Division presents recommendations to County Manager
3/26 (Thurs)	•	Run and post FY15 ETC and FY16 cost plan-final cost plan for Tentative Budget
APRIL		
4/6-4/9	•	Feedback to Department Directors on County Manager recommendations
4/6 (Mon)	•	Analyst deadline to have Tentative State Document pages completed
4/8 (Wed)	•	Completed State Document to Mgmt. Svcs. Director for review and approval.
4/14 (Tues)	•	2015 State of the County presentation (tentative)
4/15 (Wed.)	•	Tentative Budget must be submitted to the Department of Taxation
4/23 (Thurs)	•	Run and post final FY15 ETC and FY16 cost plan-final cost plan for Final Budget
Week of 4/27	•	Special BCC Meetings: County Manager presents preliminary recommendations for Budget with time allotted for Departments' follow-up presentations
4/29-5/4	•	Budget Division enters changes to budget as directed by County Manager and BCC
MAY		
5/1 (Fri)	•	Budget Division sends Budgetbook templates to departments
5/8 (Fri)	•	Publish notice of public hearing (NRS 354.596)
5/12 (Tues)	•	BCC budget update with the Manager's recommendations for FY16 budget and approval of the FY16-20 Washoe County Capital Improvement Plan
5/18 (Mon)	•	BCC Public Hearing and adoption of Budget (NRS 354.598) (move to 5/26 if not adopted)
JUNE		
6/2 (Mon)	•	Adopted Budget due to Department of Taxation  Deadline for departments to return completed Budgetbook pages to Budget Division

**AGENDA ITEM 10** 

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# WASHOE COUNTY SENIOR SERVICES GRANT PERFORMANCE FY15

ACTUAL S of Gogl	91%	29%	171%	73%	#DIV/0i	#DIV/0!	95%	92%	145%	%69	103%	52%		127%	106%	%69	63%	78%	%29										
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	Congregate	Meals	Home Delivered	Meals	Second Home	Meals	Case Management (	7	Homemaker		Rep Payee		Adult Day Care	1			ADRC	-		Legal Services		Ward Representation		Guardian Ad Litum			Legal Outreach		

Prior Fiscal Year

\*\*Legal Services Clients for July includes open cases carried over from previous FY