



SouthEastern Arizona Governments Organization

Meeting of the Advisory Council on Aging

DATE: Thursday, July 18, 2024

TIME: 10:00 A.M. – 12:00 P.M.

In-person @

United Methodist Church 124 South Curtis Ave. Willcox, Arizona 85643

or

Join Zoom Meeting

<https://us02web.zoom.us/j/82408871811?pwd=U8C4ildkefZSXwOETlleyPAI1cQv5T.1>

Meeting ID: 824 0887 1811

Passcode: 746109

Dial in by Phone

(669) 444 9171

(719) 359 4580

AGENDA

I	CALL TO ORDER/PLEDGE ALLEGIANCE/INTRODUCTIONS	FRANK MONTOYA	
	Staff Presentation: Getting to Know Our Staff	SHI MARTIN	
II	ACTION ITEMS		
	1. Approval of the April 18, 2024 minutes***	FRANK MONTOYA	2
	2. Open floor for nominations to vacant seats***	FRANK MONTOYA	7
III	INFORMATION ITEMS		
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	6. Change in Meeting Location Survey Results	CELESTE VASQUEZ	33
IV	MEMBER/STAFF INFORMATION EXCHANGE	FRANK MONTOYA	
V	SCHEDULE OF NEXT MEETING October 17, 2024 (third Thursday of the quarter)	FRANK MONTOYA	
VI	ADJOURNMENT	FRANK MONTOYA	

***Agenda items requiring action by the Advisory Council on Aging. NOTE: All agenda items are subject to action by the Advisory Council on Aging. Individuals with disabilities who require special accommodations may contact Michele Miller at (520) 432-2528 extension 220 at least 72 hours before the meeting to request such accommodations.

Meeting Minutes
SEAGO Area Agency on Aging, Region VI
ADVISORY COUNCIL ON AGING

Thursday, April 18, 2024

10:00 am – 12:00 pm.

United Methodist Church 124 South Curtis Ave.
Wilcox, Arizona 85643

MEMBERS PRESENT:

Arnold Lopez, Vice President
Susan Lange, Patagonia - Zoom
Jaime Aguilar, Greenlee County
Bob Rivera, Thatcher (proxy)
Ricardo Martinez, Santa Cruz County -
Zoom

Lisa Lane, Graham County - Zoom
Kim Jackson, Huachuca City - Zoom
Eva McElroy, Sierra Vista
Sue Baz, Tombstone
Arnoldo Montiel, Nogales

MEMBERS NOT PRESENT:

Kim Gill, Cochise County
Gary Clark, Douglas
Frank Montoya, Clifton

Kathy Spangler, Benson
Jayne Hancox, Willcox
Valadee Crofts, Duncan

GUESTS PRESENT:

Stephanie Estrada, SEACUS - Zoom

Mrs. Montiel

STAFF PRESENT:

Carrie Gibbons, Deputy Program Director
Seana Riffle, Case Manager Coordinator
- Zoom
Desirea Voza, Benson/Wilcox Case
Mgr.- Zoom

Celeste Vasquez, AAA Program Director
Grace Souder, Sierra Vista, Case Mgr. -
Zoom

I CALL TO ORDER/PLEDGE ALLEGIANCE/INTRODUCTIONS

Vice President Arnold Lopez called the meeting to order at 10:00 am.
Members recited the Pledge of Allegiance.
Deputy Program Director Gibbons called roll.

II ACTION ITEMS

1. Approval of the January 18, 2024 minutes
Dr. Montiel moved to approve the January 18, 2024 meeting minutes, Sue Baz seconded. The motion pass unanimously by those present.
2. Open floor for nominations to vacant seats
Director Vasquez reviewed the ACOA bylaws, members are selected to represent incorporated cities, towns, and the unincorporated portions of

each county. There are three current vacancies, Cochise County, the City of Bisbee; Graham County, the Town of Pima; Greenlee County, the Town of Duncan. No applications have been received.

1st Vice President Lopez, Safford, volunteered to say in his seat until another board member is found.

3. Election of Officers

Director Vasquez, reviewed the current officers for the ACOA Board, all officers are on their first term. There are several members that have indicated they do not want to serve another term, Kim Jackson 2nd term, Jayne Hancox 1st term.

Dr. Montiel asked if a blanket motion can be made for all the current ACOA board members to remain in the office for another year.

Jaime Aguilar moved that all officers that currently hold an ACOA board position, Frank Montoya, President, Arnold Lopez, 1st Vice President, Gary Clark, 2nd Vice President, and Jaime Aguilar, Secretary remain in place for another term.

Dr. Montiel seconded. The motion pass unanimously by those present.

Kim Jackson declined another term.

Director Vasquez thanked Ms. Jackson for her service to the Area Agency on Aging's board.

Jayne Hancox has contacted AAA, by phone to decline another term but a written resignation will be requested from her.

Since, Kim Jackson and Jayne A. Hancox have declined to serve another term on the AAA Board that means there will be additional ACOA board openings for Huachuca City and City of Willcox, both located in Cochise County.

III INFORMATION ITEMS

1. **SEAGO-AAA Program Updates**

Director Vasquez, reviewed the Administrative section of the AAA Program Updates, of the packet.

Since February, AAA has actively recruited for two case manager positions. The vacancies were for Benson/Wilcox and Sierra Vista. These vacancies were a result of a case manager resignation and an internal promotion for Seana Riffle, our Case Manager Coordinator who has taken on the Family Caregiver Support Program. We are very thankful to Shirley Thomas who has assisted Seana with the case load and in-person visits, and Ramona MacMurtrie and Yolanda Thomas who have assisted with the case management phone calls during this time.

Desirea Vozza, is the new Benson/Willcox Case Manager I and Graciela Souder, is the Sierra Vista Case Manager I.

Older Americans Act

Director Vasquez noted that on February 6, 2024, the Administration for Community Living (ACL) released a final rule to update regulations for implementing its Older Americans Act (OAA) programs. This is the first substantial update to most OAA program regulations since 1988. She continues to attend several state driven task forces to discuss, advocate for and assist in revision of the State of Arizona policies and procedures to meet the requirement of full implementation of the changes, by October 1, 2025.

Older Americans Month Fliers and event dates have been provided in the packet. The theme for 2024 is **Powered by Connection**, recognizing the profound impact of meaningful relationships and social connections on our health and well-being. The SEAGO – Area Agency on Aging (AAA) will celebrate individuals who have made positive impacts in their communities, by volunteering their time and love to others. The opportunity to nominate community heroes was offered, and award recipients were selected by a committee, which excluded AAA staff. Nominees will be given public recognition during the month of May, in all the various locations, as noted in the packet.

In Duncan, along with the celebrating Older American's month, there will be a tree planting, to honor of Valadee Crotts for his years of service to the community and AAA.

Request for Applications (RFA)

Every five years AAA goes through the process of Request for Applications (RFA), for the services provided through our programs. The RFA process for State Fiscal Year 2025, started April 1, and the deadline is April 26, 2024 @ 5 pm, we anticipate a couple new providers applying. The timeline for applicants and staff is in the packet.

2. Area Plan On Aging Updates

Vice President Lopez asked for an update on AAA's client's waitlist.

Director Vasquez stated Subaward Agreements, allocating additional funding have been distributed to several providers. Currently, as clients are closed, a new one is opened, our goal is to sustain the clients we have opened. She reported on AAA program's progress. Region 6 still remains on a waiver for legal services, but there might be a legal provider applying in the RFA process.

3. Alert State Fiscal Year (SFY) 2025 Allocations

Director Vasquez reviewed the first alert from DES, there is a \$103,061.00 Reduction from 2024. She has not received any communication from the state regarding the Senior Medical Patrol funding. This will most likely come in late June early July. As the year progresses we are hoping for additional funding but statewide there is 5% decrease in funding. All the AAA's across

the State are trying to work out equitable reductions, per the AAA 8 regions. The funding for congregate sites and Ombudsman program have additional funds.

Eva Jackson from the Salvation Army asked how they can tap into AAA funding for their meal site.

Director Vasquez stated she will have Shi Martin contact Eva to go over the RFA application process.

IV MEMBER/STAFF INFORMATION EXCHANGE

Seana Riffle, Case Management Coordinator, introduced the two new case managers, Grace Souder, Sierra Vista and Desirea Vozza, Benson/Wilcox, they both spoke of their dedication to the AAA goals and their clients.

Lisa Lane, Safford reported that the AZ@work job fair is held today, Thursday is Veterans Benefits Day, at her office.

Stephanie Estrada, SEACUS, updated all that they are staying busy as their membership continues to grow. Transportation, for their seniors, to the Senior Centers is progressing. Ricky Martinez, Santa Cruz County, there is a new program at APS, in case management, for open investigations, and coordination of resources. He will providing list of resources to the AAA office, for Santa Cruz County.

Dr. Montiel, Nogales, stated in Nogales they have been fortunate for transportation to be subsidized by others. The City of Nogales has been very generous to their organization. Numbers are up at their meal site.

Director Vasquez asked the ACOA board if they are interested in moving the quarterly ACOA board meeting to the Benson hospital, she feels it is worth considering with updated technology and convenient meals. It appears more centrally located for all members and the technology would improve at that location. A survey will be sent out to members to determine

Keith Dennis, SEAGO Director, related that the SEAGO meetings are held in Benson and it works well.

Eva McElroy, Sierra Vista, offered the Salvation Army, in Sierra Vista, as a meeting place also.

Vice President Lopez, Safford, reflected on how much he learned from Mr. Crotts over the years, during their service to communities and the ACOA Board. The City of Safford transportation program, for the two years old and can be utilized by reservation. Easter Seals Blake Foundation is providing transportation services in Safford, the city builds and provides cover for riders. Lopez complimented and thanked SEACUS and Ms. Estrada on their handling of a specific situation in their area, great teamwork.

Suz Baz, Tombstone, thanked SEAGO/AAA staff for attending their Tombstone Health Fair, it was a great event. She is already thinking about how to improve next year's event. It was a great networking event. The Tombstone Senior Center continues to do well. The City of Tombstone is considering updating their area pool, seniors are interested in water aerobics.

Jaime Aguilar, Greenlee County Unincorporated, spoke at Mr. Crotts memorial service. He spoke of Mr. Crotts' impact to his life and the AAA organization, he was a common sense leader and a Greenlee county advocate. Mr. Crotts also served on the SEACUS board.

SEAGO Director Dennis, commented on his tours of the AAA's congregate sites, they have positive and meaningful environments. He vows to tour all of the congregate sites annually.

Dr. Montiel stated the City of Nogales is good about supporting their senior center. He asked if there could be an agenda item added to the ACOA meetings, where the Council discusses different opportunities for nonprofits or grant funding.

Sue Baz wondered if we might need to think outside the box for funding, maybe talk to some of the larger entities, businesses, in town etc.

SEAGO Director Dennis stated next year the CBG funding will be offered to Tombstone. The City of Duncan is using this year CBG's funding for housing, to assist with aging in place, by providing a few homes. Bisbee, the Saginaw area is going before the SEAGO Council, for funds approval. He spoke of the success of Director Vasquez and Stephanie Estrada from SEACUS, their dedication and impacts to our communities.

Assistant Program Director, Gibbons commented on Mr. Crotts and the gratitude for the feeling of community, family and his inspiration to all he met. He had over 20 years of dedication to community organizations.

V SCHEDULE OF NEXT MEETING July 18, 2024
(Third Thursday of the quarter)

VI ADJOURNMENT

Jaime Aguilar moved to adjourn the quarterly meeting of the Advisory Council on Aging at 11:15 a.m. Dr. Montiel seconded the motion. Motion passed by all those members present. Meeting adjourned.

***Agenda items requiring action by the Advisory Council on Aging. NOTE: All agenda items are subject to action by the Advisory Council on Aging. Individuals with disabilities who require special accommodations may contact Michele Miller at (520) 432-2528 extension 220 at least 72 hours before the meeting to request such accommodations.



ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: NOMINATIONS TO VACANT SEATS

The Advisory Council on Aging's (ACOA) revised bylaws dated November 20, 2015, state, under Article III-Membership section 1, that the ACOA consists of eight representatives from Cochise County, four from Graham, and three from Greenlee and Santa Cruz County.

Section 2 states that at least ten of the eighteen members shall be age sixty or older and shall include persons in greatest economic or social need, minority individuals, and participants in services funded through the SEAGO Area Agency on Aging.

Section 9 states that members appointed by the SEAGO Executive Board shall serve three years (3). Each member shall be limited to two (2) consecutive terms. However, a previous member can be reappointed if a vacancy cannot be filled in 90 days. The Advisory Council on Aging may submit a member to the Executive Board for reappointment for an additional term.

There are currently six (6) vacant seats, and members are selected to represent incorporated cities, towns, and the unincorporated portions of each county. The current vacancies apply to Cochise County, the City of Bisbee, Huachuca City, City of Willcox, and one (1) County Unincorporated seat; Graham County, the Town of Pima; and Greenlee County, the Town of Duncan.

Nominated representatives will commence their term on the date once approved and appointed by the SEAGO Executive Board, scheduled for **August 16, 2024**.

Attachments: Letter of Resignation from ACOA from Ms. Kim Gill

Action Requested: Information Only **X** Action Requested Below

Proposed representatives to the SEAGO Executive Board for appointment to fill vacancies.



June 21, 2024

Celeste Vasquez
SEAGO AAA
1403-B Hwy 92
Bisbee, AZ 85603
Via Email: cvasquez@seago.org

Dear Celeste,

I am writing to regrettably inform you that I am resigning from my position on the SEAGO Advisory Council on Aging. Unfortunately, I can no longer devote the time needed to fully participate or adequately represent Cochise County Unincorporated with the ACOA.

I hope this does not cause the rest of the council a great deal of inconvenience, and I will be happy to continue distributing any important information related to Cochise County's seniors or upcoming events in my role at VICaP.

I apologize for any inconvenience, but I appreciate your understanding.

Sincerely,



Kim Gill

Executive Director

P.O. Box 3004 · Sierra Vista, AZ 85636 · Phone: (520) 459-8146 · Fax: (520) 335-2123

E-mail: vicapsvaz@gmail.com



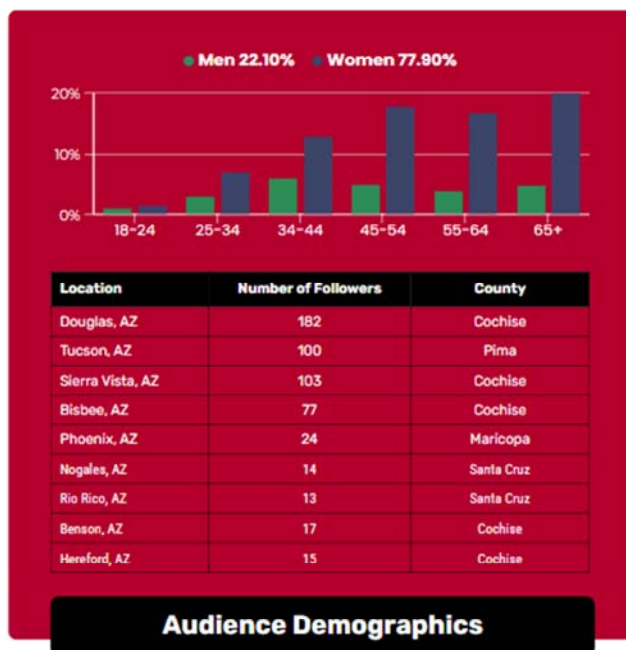
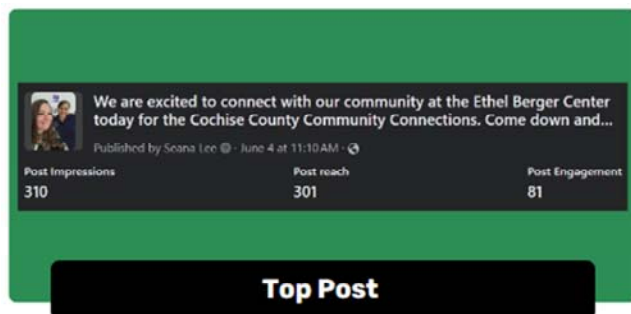
ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: AAA PROGRAM UPDATES

Administrative:

At the end of April, we receive the resignation of our Health & Nutrition Coordinator, Julie Creswell. She accepted a position on base, closer to home. The job posting for this position was posted and continues to be vacant. In addition to losing Julie, in May, we lost Desirae Vozza, Benson/Willcox Case Manager, whom I had presented to the Council at our last meeting. Her position was reevaluated due to the anticipated cuts in funding in the coming years. With the new Intrastate Funding Formula being implemented in the next fiscal year, we have decided not to replace this position.

I am happy to report that our Facebook page seems to be getting more attention and community interaction. To date, the following are our social media stats:

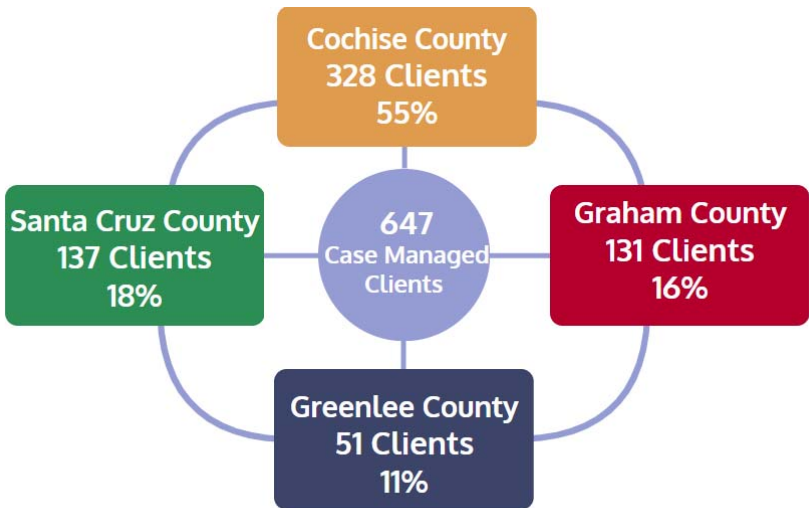


Case Management:

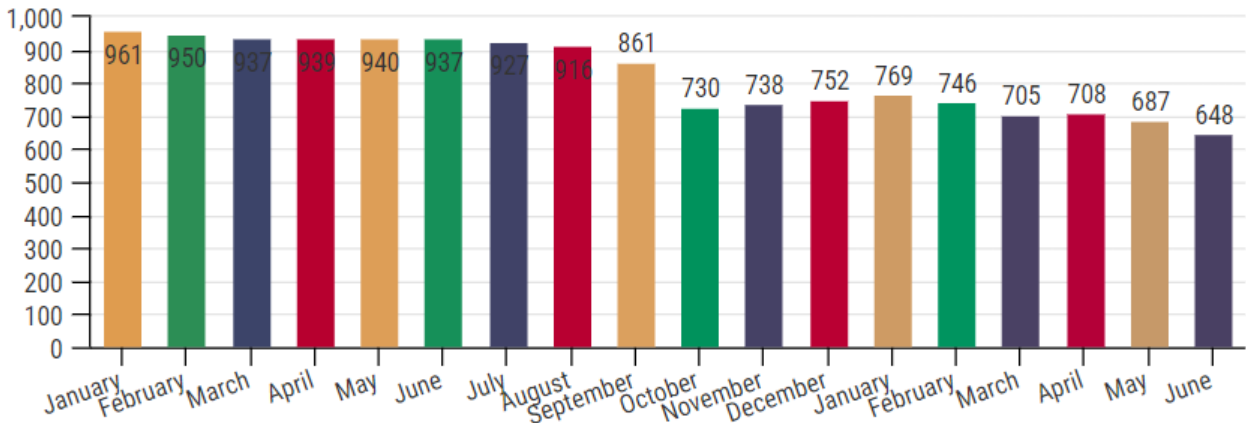


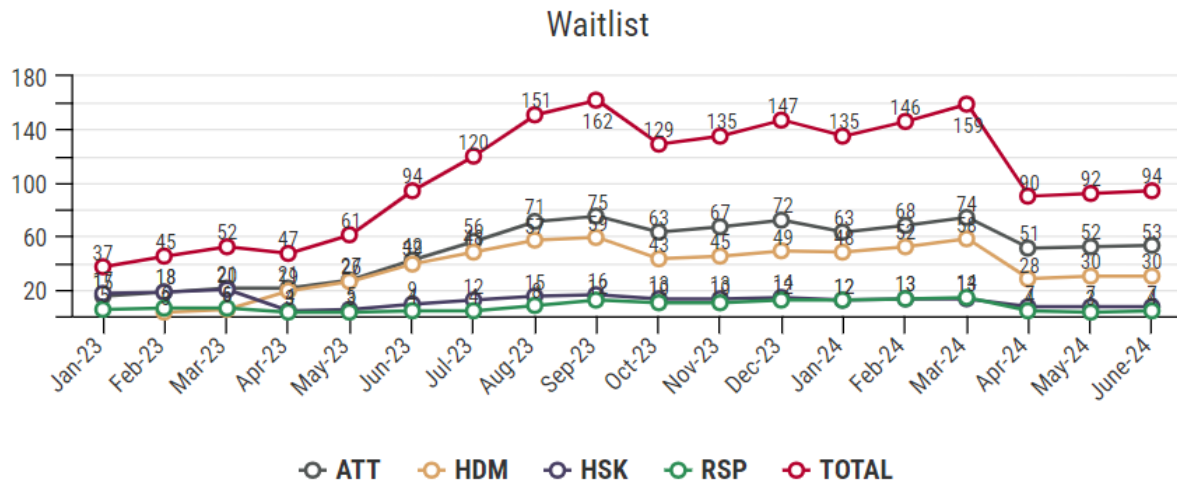
UPDATE

- SEAGO AAA serves 705 clients in case management for home and community-based services. We have 6 case managers. 4 in-house, 1 subcontracted, and a Case manager coordinator.
- SEAGO AAA lost a Case manager at the end of May
- Considering the decline in clients and the SFY 25 planning budget we decided not to fill the position
- We reviewed Caseloads and reassigned the Case manager's service areas, keeping them at around 130 clients each. New Services Area go into effect 7/1/24



Total Monthly Case Load



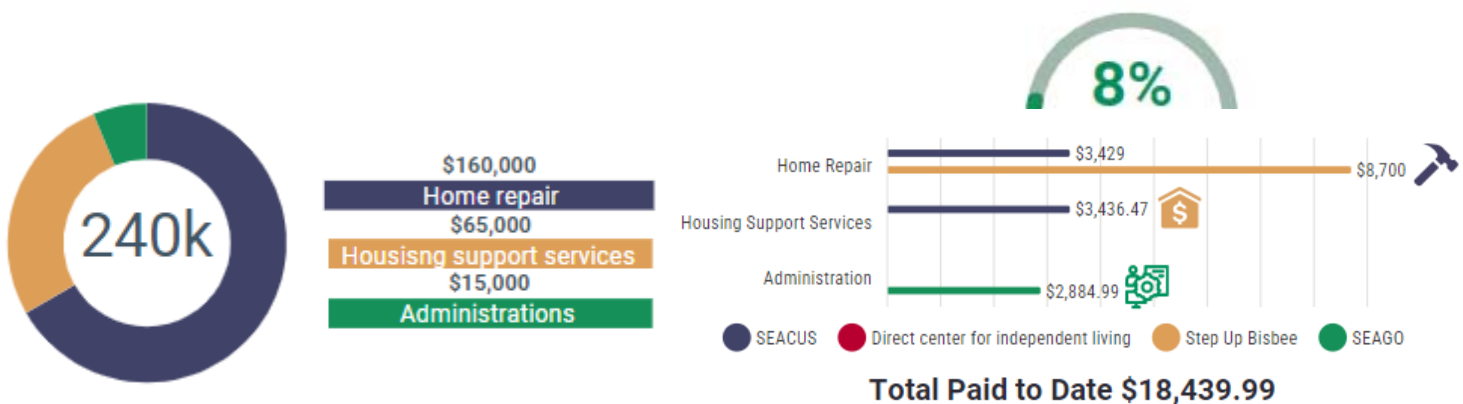


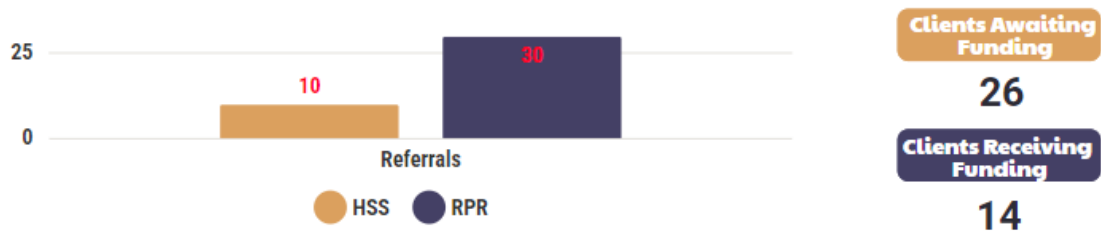
WAITLIST

- From March through May, SEAGO AAA opened up the waitlist under a close one, open one procedure.
- Case Managers opened around 65 clients to active service.
- Considering the SFY 25 funding, SEAGO AAA has decided, effective June 1st, that we will again need to put a hold on moving clients off the waitlist.
- As we move into the new fiscal year, we will closely watch unit utilization. We will focus on the possibility of increasing units of service for existing clients who could benefit from more than 8 hours a month of ATT. We will also prioritize removing high-need clients from the waitlist when possible. Quality of service rather than quantity of clients.

Housing Assistance Program:

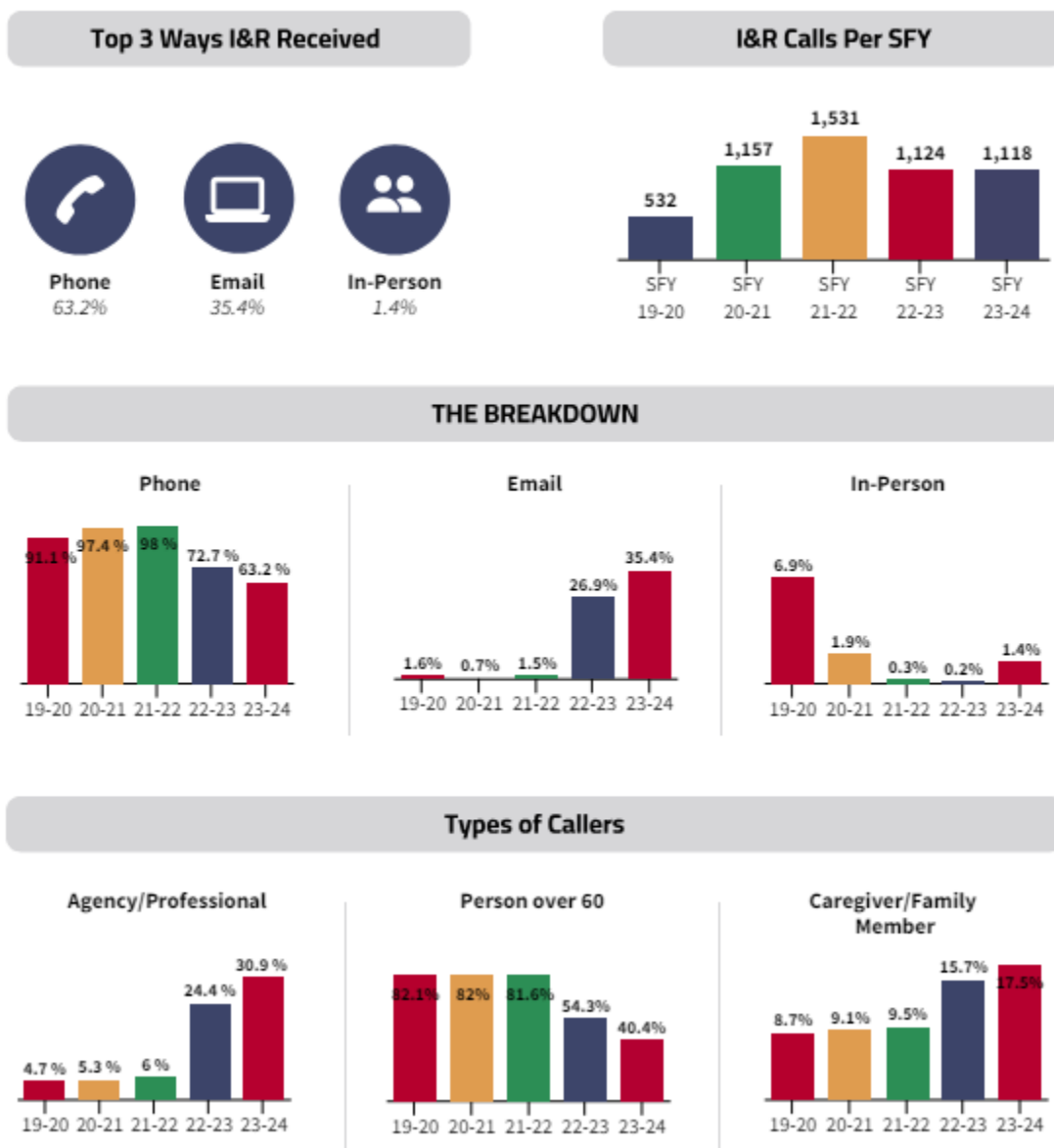
The use of SB1720 funds continues to rise. Our current dashboard is below. We have about \$104,000 allocated funds for the twenty-six (26) clients pending services.



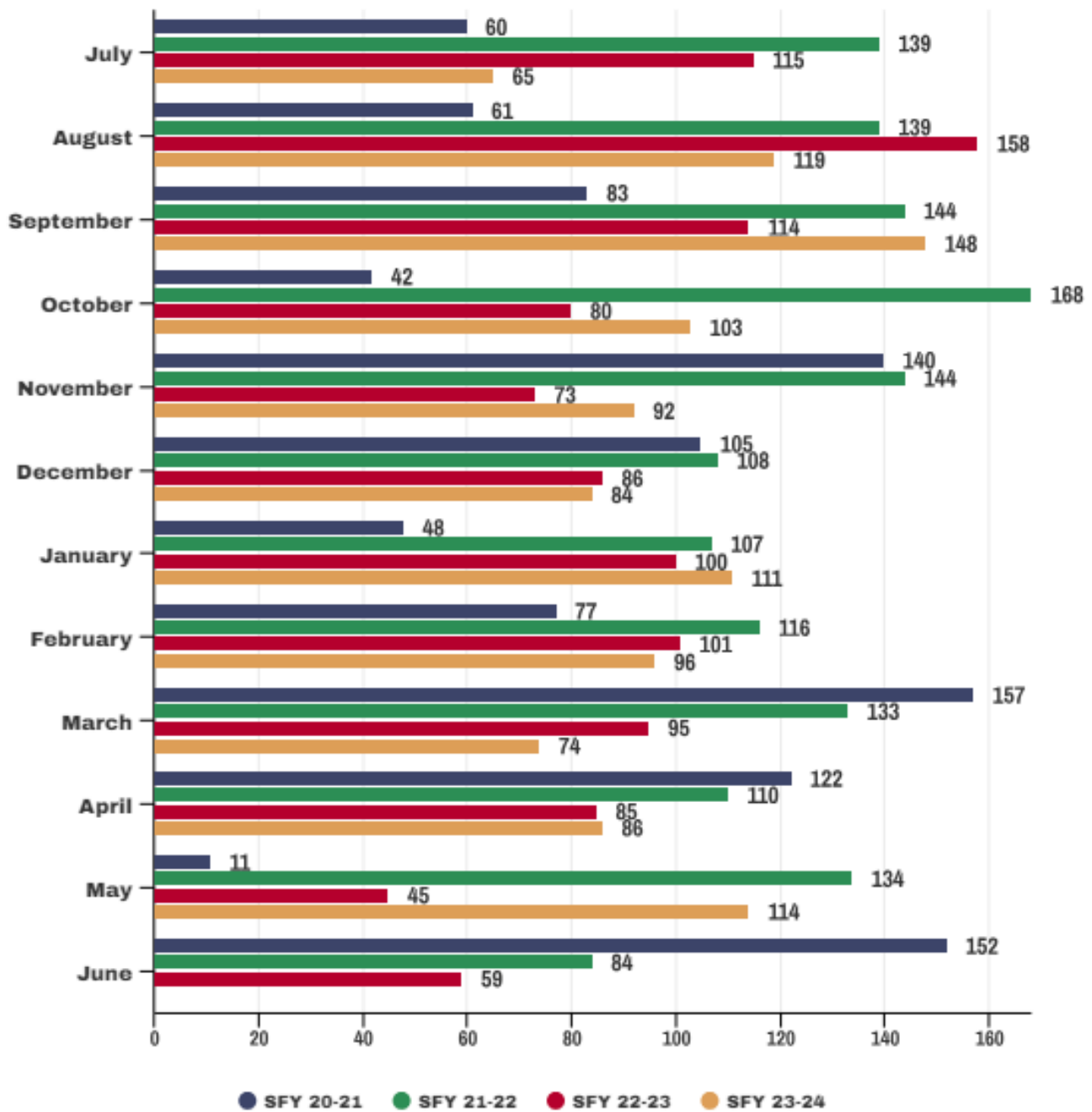


Information & Referral Central Intake:

Below is the updated data for our Information & Referral (I&R) Team.



Breakdown by month





ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18TH, 2024
SUBJECT: AREA PLAN ON AGING UPDATE

Description:

The SFY24/28 Area Plan on Aging focuses on **five goals, 15 objectives, and 44 action steps to meet** the outcome for these four years. In this process, the ACOA will receive quarterly updates on a few accomplishments each program coordinator and AAA Admin is working towards achieving. In your packet, you will find a brief update from each program highlighting at least three action steps toward meeting the goal and its objective. The overall goal is that you are given enough information to help you understand that the AAA is moving in the right direction. At the end of the fiscal year, we will provide you with the entire AP template showing each area for the year. You will have the opportunity to comment and request changes for the following year if needed.

A summary of the following program updates are as follows:

Health Promotion and Disease Prevention Program

- **1.2.B-1.2.C** -The coordinator is actively engaging in community outreach efforts to recruit volunteers for the tai chi and matter of balance programs. The primary focus is on recruiting Spanish-speaking volunteers to cater to the needs of the Spanish-speaking population. Currently, we have two volunteers in Santa Cruz County, two in Greenlee County, and one in Cochise County.
- **2.1.C** -The HPR Program currently has two Tai Chi classes in Santa Cruz County, one ending in July and the other ending in August. The HPR Volunteers are also starting a new class in Nogales at the end of July. The Green Lee HPR Volunteers plan to start a Matter of Balance class in August.

Family Caregiver Support Program

- **1.1.C,1.3.B** - Trualta Total Enrollments- 90 Caregivers, 2,487 content views, and 113 Additionally, the coordinator facilitates Trualta trainings and Best Practice Q+A sessions, leveraging case managers to educate and enroll family caregivers, thereby optimizing program success. The recent addition of an English or Spanish language toggle on the Trualta portal enhances accessibility for Spanish-speaking communities served by SEAGO AAA case managers, broadening the FCSP's outreach and skill-based education efforts for caregivers.
- **1.2.B** -Circle of Care The FCSP remains committed to advancing connections and bolstering support groups. Efforts are underway to establish a support group in Graham

County in collaboration with the Graham Health Department, alongside partnering with Balancing Wellness in the Benson area. Through virtual platforms and regular in-person gatherings, the program effectively addresses the diverse needs of caregivers, fostering a supportive community and enabling increased participation. As a result, the program thrives and positively impacts caregivers across our region.

- **2.1.B-** 2024 Volunteer recruitment The FCSP has launched two new recruitment initiatives and has reached out to various communities to enlist volunteers. Currently, efforts are focused on identifying individuals interested in volunteering for the program.

State Health Insurance Program and Senior Medicare Patrol

- **2.1-**The collaboration among Central Intake, SEACUS, Nogales Chamber of Commerce, and the Salvation Army has continued. This allows connections throughout Region VI, facilitating future partnerships and referrals, such as through word of mouth from current partners.
- **2.1.B, 5.1.C-**The SHIP/SMP program has maintained communication with all five volunteers and has provided one-on-one counseling. SHIP/SMP is preparing volunteer training for the 2025 Medicare Open Enrollment.
- **1.1.C, 3.1.C-**The SHIP/SMP services and events have been promoted in the community through media, with current partnerships such as SEACUS, Nogales Chamber of Commerce, and SEAGO Area Agency on Aging ACOA. SHIP/SMP has also connected with Canyonlands Health Center by participating in a WEAAD event hosted by the SEAGO Area Agency on Aging/SEAEAT.
- **2.1.C-**The purpose of SHIP/SMP is to raise awareness and educate our communities about preventing future penalties. SMP strives to increase awareness of fraud and scams by empowering Medicare beneficiaries to protect themselves from scammers by staying informed of the latest trends. SHIP/SMP is preparing for Medicare Open Enrollment by creating and distributing flyers in both Spanish and English throughout Region VI.
- **3.3.A-The** South-Eastern Arizona Elder Abuse Taskforce (SEAEAT), the SHIP/SMP, and Long Term Care Ombudsman coordinators have conducted Zoom presentations with current community partners to explain SEAEAT's efforts in preventing elder abuse. In June, they initiated World Elder Abuse Awareness Day (WEAAD) events to educate communities on avoiding victimization.

Long-term Care Ombudsman

- The Long Term Care Ombudsman and program Volunteers consistently support residents in long-term care settings. Unfortunately, Santa Cruz County has experienced the closure of two assisted living facilities. One of these facilities is currently working towards re-licensing.
- **3.3.B-** An trained and designated long-term care Ombudsman has joined our team. This extraordinary Volunteer Ombudsman is fluent in five languages, bringing invaluable diversity to the Ombudsman program
- **2.1.B-**The SouthEastern Arizona Elder Abuse Taskforce (SEAEAT) has effectively organized five successful Elder Abuse Awareness Day events across region 6. Through these events, SEAEAT has significantly increased awareness among seniors and successfully expanded its network of partners for the task force.

Case Management and I&R

- **1.1.C-**CMG Coordinator placed a requirement for Case Managers to complete two Trualta modules each week to familiarize themselves with its importance and benefits. These efforts aim to seamlessly integrate Trualta into caregiver support networks and enhance its impact across community outreach initiatives.

- 1.2. The B-CMG coordinator continues working with Community Connections to raise awareness about AAA programs and services by attending outreach events, providing information and education through one-on-one presentations, and conducting outreach.
- **2.2.A**-CMC continues to participate in webinar training and actively searches for all updated and available resources in Region VI to remain informed and disseminates this information to Case Managers
- **3.2.C**-CMC continues collaborating with SEAGO's Transportation Dept. to identify and disseminate information and resources to Case Managers. This initiative not only aims to prevent isolation but also facilitates transportation assistance and encourages attendance at doctor appointments for
- their clients.
- **3.5.B**-CMC mandates that all Case Managers maintain a Red Dot list for their clients, with a copy stored on our AAA server for easy access by all staff as necessary.

Action Requested

X Information Only

Action Requested Below



ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: FY2024 – FY2028 STRATEGIC PLAN PROGRESS REPORT

On August 18, 2023, SEAGO's Executive Board approved the FY2024 - FY2028 Five-Year Strategic Plan. The Five-Year Strategic Plan defines primary goals, objectives, tactics and measureable outcomes upon which to focus and execute during Fiscal Years 2024 – 2028. It is intended to provide guidance and set direction for the SEAGO Administrative Council, Executive Board, Executive Director, and staff with respect to improving the agency's relevance, sustainability, performance and stakeholder engagement.

A summary of the first year's progress is included for the Council's review. I am happy to report that we are on a good track to meeting the established goals.

Attachments: Strategic Plan Progress Report

Action Requested:

☒ Information Only

☐ Action Requested Below

STRATEGIC PLAN PROGRESS REPORT

AREA AGENCY ON AGING	
Goal 1: Identify, provide, and enhance services and resources to address the sustainability of our communities and constituents	
Objective 1: Fill Program Vacancies	
Strategy / Tactics	Progress to date (7/18/2024):
A. Complete Case Management Transition	
i) Continue recruitment efforts for Benson Case Management position	Effective July 1, 2024, Shirley Thomas has taken on the Benson/Willcox area case management load. Her office has also been relocated to Benson Hospital.
ii) Recruit permanent Douglas Case Manager	Elizabeth Torres has been in the Douglas Case Management position since January 2023.
iii) Train, and equip new staff	New Hire Checklists and Orientation documents have been developed and are updated periodically.
iv) Secure permanent Case Management office space	Santa Cruz County allows our Santa Cruz Case Manager to be housed out of their offices, and we are currently in negotiation with SEABHS to house Douglas and Sierra Vista Case Managers in their office space for a minimal fee.
v) Redistribute case load between Sierra Vista, Bisbee, Douglas, Willcox, and Benson Case Managers	We have successfully eliminated one full-time case manager position by completing a redistribution plan of the current client load amongst the four full-time case managers.
B. Recruit, orient and train for Health and Nutrition Program Coordinator position	
i) Update Job Description and Job announcement	This position had been filled up to May of 2023. We are currently recruiting for this position again.
ii) Publish Job Announcement; collect and review applications; create short list; interview candidates	The position has been posted, and the first set of interviews has been completed. As qualified applications are received, additional interviews will be scheduled.
iii) Recruit, orient and train new HNP Coordinator	Recruitment efforts are currently ongoing.
Objective 2: Increase Measures to Gauge Level of Need for Services Based on the Area Plan	
Strategy / Tactics	Progress to date (7/18/2024):
A. Educate staff through attendance of conferences and informational webinars	
i) Identify AAA training priorities	Ongoing.
B. Increase CDSMP, Caregiver Support activities, SHIP-SMP counseling, Case Management, LTC Ombudsman program, Community partnerships, events, workshops, presentations and media outlets	In the past three months, the team has led over a dozen outreach and education events at which all the programs are highlighted. In addition, our Facebook engagement has increased, and we are now on LinkedIn.
C. Increase daily social media outreach	Social media posts are added minimally three times a week.
D. Each program develop one new community partnership in each service area (Graham, Greenlee, Cochise and Santa Cruz Counties) and deliver AAA presentation	We are discussing partnerships with Chiricahua, Mariposa, Canyonlands Community Health Centers, and Copper Queen Community Hospital.

Goal 2: Build awareness of SEAGO and the value of our services	
Objective 1: Improve the Visibility of SEAGO Through Partnerships	
Strategy / Tactics	Progress to date (7/18/2024):
A. Continue promoting news and announcements about program initiatives, accomplishments and upcoming events through partnerships with local news media (ongoing)	In May, the AAA Director presented on Cool FM Live regarding the programs provided by SEAGO AAA. The Older Americans Month awards celebration was featured in the Tombstone newspaper in June.
B. Monthly press releases and/or "did you know" ads via print and social media highlighting SEAGO efforts in partnerships with member communities	Our Facebook page features and highlights all AAA events and outreach fairs attended, along with numerous resources and educational materials.
C. Member entities highlight SEAGO collaborations within jurisdiction (mentions at governing body meetings; member entity websites and/or social media pages; newsletters, etc.)	In May 2024, SEAGO AAA was highlighted in a Kgun9 news article regarding the Santa Cruz Council on Aging.
D. Links to member entities on SEAGO website and links to SEAGO on member websites (rekindle efforts)	Completed and updated periodically.
E. Bi-annual survey of constituencies regarding SEAGO awareness and impact	Not completed yet.
F. Increase time spent promoting services to local businesses, health care providers, and local Chambers of Commerce to cultivate partnerships	AAA staff actively participate in community meetings, such as those of the Santa Cruz Chamber of Commerce, Cochise County Healthcare Workforce Community Forum, Douglas Community Coalition, and Sierra Vista Salvation Army.
Objective 2: Increase Community Awareness Throughout Region	
Strategy / Tactics	Progress to date (7/18/2024):
A. Expand presence and participation in community events	SEAGO AAA has not only participated in dozens of events in our four-county region this year, but the team has also led many of these events.
B. Increase education and outreach to stakeholders	
i) Increase Chronic Disease Self-Management presentations	Awaiting the hire of a new HPR Coordinator.
ii) Continue robust connections with hospitals and organizations to disseminate vital care transition resources	We are establishing connections with local community health centers and hospitals such as Mariposa, Canyonlands, Chiricahua Community Health Centers, Benson, Willcox, and Copper Queen Community Hospitals.
iii) Join community coalitions and organize intergroup meetings to share educational knowledge with our partners	In May 2024, the AAA Coordinators and Director gave an in-depth presentation to Chiricahua Community Health Centers regarding our programs and services.
iv) Present at least once per year to Member Entities' governing bodies	AAA Director gave a presentation to the Douglas Community Coalition in June 2024.



ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: LEGISLATIVE UPDATE

HB2764

On April 8, 2024, Governor Hobbs signed into law bill HB2764. HB2764 is a bill that aims to improve the standards and oversight of memory care services in assisted living facilities, as well as enhance the protection of vulnerable adults in Arizona. The bill mandates the creation of training standards for memory care services, increases civil penalties for healthcare institution violations, and requires checks against the Adult Protective Services registry for employees. It also allows the Department of Health Services to deny license applications or ownership changes if patient safety is at risk. It modifies the composition of the Board of Examiners of Nursing Care Institution Administrators and Assisted Living Facility Managers. Additionally, the bill establishes the Vulnerable Adult System Study Committee to develop a coordinated system for protecting vulnerable adults.

The proposed legislation includes several fundamental changes, such as the ability for the Department of Health Services to monitor non-compliant healthcare institutions and provide in-service training, the introduction of specific training requirements for staff in memory care services, and the authorization for enforcement actions against licensees even if the institution is being sold or has closed. It also raises the maximum civil penalty for violations and revises board member qualifications for the board overseeing nursing care institutions and assisted living facilities. The Vulnerable Adult System Study Committee will recommend best practices for complaints and investigations and identify expected outcomes for vulnerable adult services. The bill requires the Department of Health Services to adopt rules to implement the act by June 30, 2025.

H.R. 7513

On March 1, 2024, Congresswoman Fischbach and Former Vice President Pence introduced a proposed bill prohibiting the Secretary of Health and Human Services from finalizing a proposed rule regarding minimum staffing for nursing facilities and establishing an advisory panel on the skilled nursing facility workforce.

If passed, the Secretary of Health and Human Services may not implement, enforce, or otherwise give effect to the proposed rule entitled “Medicare and Medicaid Programs; Minimum Staffing Standards for Long-Term Care Facilities and Medicaid Institutional Payment Transparency Reporting” published by the Department of Health and Human Services on September 6, 2023 (88 Fed. Reg. 61352–61429), and may not promulgate any substantially similar rule.

This Act may be cited as the “Protecting America’s Seniors’ Access to Care Act”.

Action Requested:

☒ Information Only

Action Requested Below



ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: ACOA BYLAWS REVIEW

The SEAGO Advisory Council on Aging Bylaws were last revised and approved by the Executive Board in May 2007. I have updated them to include more clarity and the defined roles of the Secretary, AAA Director, and Advisory Council Assistant. The current Bylaws, along with the suggested revision documents, are attached for the Council's review and input.

Attatchemnts: Bylaws of the SEAGO ACOA; Draft Updated Bylaws of the SEAGO ACOA

Action Requested:

☒ Information Only

☐ Action Requested Below

BYLAWS OF THE SEAGO ADVISORY COUNCIL ON AGING

ARTICLE I-NAME

- Section 1. The name of this organization shall be the SEAGO Advisory Council on Aging, hereinafter to be known as the Advisory Council.

ARTICLE II-OBJECTIVES

- Section 1. To serve as a forum to allow the elderly of Planning District VI to identify the principal problems confronting them and to determine practical solutions to such problems.
- Section 2. To assess the overall status of the elderly in Planning District VI and to identify and define their priority needs.
- Section 3. To act as the official advocate for the elderly of Planning District VI with respect to their needs, problems and concerns.
- Section 4. To provide liaison between the various private, public, and voluntary groups engaged in or responsible for the administration of programs, services, and facilities utilized by the elderly of Planning District VI.
- Section 5. To explore potential resources at the local, regional, state, and national levels capable of providing additional needed services to the elderly of Planning District VI.
- Section 6. To disseminate information to the elderly of Planning District VI concerning the availability of various services.
- Section 7. To advise SEAGO on all matters relating to the development and administration of the Area Plan on Aging and operations conducted there under.

ARTICLE III-MEMBERSHIP

- Section 1. Membership on the Advisory Council shall consist of eight (8) representatives from Cochise County, four (4) representatives from Graham County, and three (3) representatives each from Greenlee, and Santa Cruz Counties. Representatives may reside in any of the incorporated or unincorporated communities within each county. However, when a vacancy occurs in

representation from an incorporated city or town, the SEAGO member entity representative from the city or town must approve the nomination of any person from outside their incorporated boundaries.”

- Section 2. At least ten (10) of the eighteen (18) members shall be age sixty (60) or older, and shall include persons in greatest economic or social need, minority individuals, and participants in services funded through the SEAGO Area Agency on Aging.
- Section 3. Every effort shall be made to select at least one member to represent mental health providers, health departments, colleges, county administration, housing concerns, elected officials, recreation programs, legal issues, and nursing homes.
- Section 4. The Advisory Council and staff shall propose representatives from each sector specified in Sections 1-3 to the Executive Board for appointment to the Advisory Council. Members shall be notified of their appointment to the Advisory Council.
- Section 5. Officers shall be elected annually, the terms of office being one year, or until their successors are qualified and elected. Any vacancies shall be filled by the Advisory Council President.
- Section 6. The President shall not serve for more than three (3) successive one year terms.
- Section 7. Any member not attending two (2) consecutive meetings without just cause will be dropped from membership and another representative (in the same area of representation) appointed as specified in Section 4, **Attendance can be by phone or an alternate may sit in for the member.**
- Section 8. Any member may send an alternate to represent him/her when unable to attend a meeting. This alternate may vote in the place of the member he/she represents. **If using an alternate, the member must utilize a Proxy or alternate fill in form.**
- Section 9. Members appointed by the SEAGO Executive Board shall serve a term of three (3) years. **Each member shall be limited to two (2) consecutive terms. However, in the event that a vacancy cannot be filled in 90 days, a previous member can be reappointed. The Advisory Council on Aging may submit the name of a member to the Executive Board for reappointment for an additional term.**

ARTICLE IV-MEETINGS

- Section 1. Regular meetings shall be held at least four (4) times per year, and shall be scheduled prior to Administrative Council meetings.
- Section 2. Meetings shall be open and advertised per state statute.
- Section 3. Robert's Rules of Order shall govern all meetings unless in express conflict with this Constitution and Bylaws.

ARTICLE V-ELECTIONS

- Section 1. Nominations shall be made from the floor at the April meeting with the prior consent of the nominee.

ARTICLE VI-DUTIES OF OFFICERS

- Section 1. The officers of the Advisory Council shall be the President, First Vice-President, Second Vice-President, and Secretary. Officers shall be seated upon the conclusion of the meeting at which they were elected.
- Section 2. The Advisory Council President shall preside at all meetings of the Advisory Council. The President shall coordinate and construct the meeting agendas with SEAGO staff and perform other such duties as pertain to the office of President, including the right to limit debate and discussion.
- Section 3. In the absence of the President, the First Vice-President shall perform all duties as pertain to the office of President.
- Section 4. Should President, First Vice-President and Second Vice-President be absent, the Secretary shall act as President and shall designate another member to act as Secretary Pro-tem.
- Section 5. The Secretary shall keep or cause to have kept the minutes of the Advisory Council meetings, membership attendance records, and all other designated duties.

ARTICLE VII-AMENDMENTS

- Section 1. Any article or section of the Constitution and Bylaws may be amended or rescinded at any regular meeting of the Advisory Council by a two-thirds (2/3) majority vote of the membership, provided the change has been proposed at one Advisory Council meeting and approved at the next. All amendments are subject to SEAGO Executive Board approval.

These revised Bylaws were proposed to the membership on **April 19, 2007**, approved by the membership on **July 19, 2007**, and approved by the SEAGO Executive Board on **May 19, 2007**



SouthEastern Arizona Governments Organization Area Agency on Aging Advisory Council on Aging Bylaws

ARTICLE I: ESTABLISHMENT

A. The following Bylaws shall govern the proceedings of the Region VI Area Council on Aging (hereinafter referred to as the Advisory Council).

B. Executive Order 70-2 established six Planning Districts in the State of Arizona. Region VI includes Cochise, Graham, Greenlee and Santa Cruz Counties. Southeastern Arizona Governments Organization (hereinafter referred to as SEAGO) incorporated in that year.

C. The 1973 re-authorization of the Older Americans Act mandated the formation of regional Area Agencies on Aging. The SEAGO Area Agency on Aging and Advisory Council on Aging were formed in 1974.

D. The Advisory Council is a sub-committee of the Southeastern Arizona Governments Organization (SEAGO) Executive Board, and serves in an advisory role for the SEAGO Area Agency on Aging (hereinafter referred to as the Agency) as well as a recommending body to the SEAGO Executive Board. “

Article II (Vision Mission Objectives): Slight re-wording but the only substantial change is in bold below:

“D. Functions: The Advisory Council’s powers and functions shall include:

1. **Recommendation to the Executive Board of any matters its Members deem appropriate for consideration by the Board or which require Executive Board approval.**
2. Providing a forum to allow the older adults of Region VI to identify the principal problems confronting them and to determine practical solutions to such problems.
3. Assessment of the overall status of the older adults in Region VI and to identify and define their priority needs.
4. Liaison between the various private, public, and voluntary groups engaged in or responsible for administering programs, services, and facilities utilized by the older adults of Region VI.

5. Exploration of potential resources at the local, regional, state, and national levels capable of providing additional needed services to the older adults of Region VI.
6. Dissemination of information concerning the availability of various services to older adults of Region VI.”

ARTICLE II: VISION, MISSION AND OBJECTIVES

A. Vision: The Vision Statement of the SEAGO Area Agency on Aging, Region VI, is to create age-friendly communities in Southeastern Arizona that encourage and support individuals to live with dignity and choice.

B. Mission: The Mission Statement of the SEAGO Area Agency on Aging, Region VI, is to provide services that empower individual choice, independence, and dignity for our aging and disabled population and their caregivers.

C. Purpose: The purpose of the Advisory Council is:

1. To act as the official advocate for the older adults of Region VI with respect to their needs, problems, and concerns.
2. To advise the Agency on all matters relating to the development and administration of the Area Plan on Aging and operations conducted there under.

D. Functions: The Advisory Council shall perform the following functions:

7. To serve as a forum to allow the older adults of Region VI to identify the principal problems confronting them and to determine practical solutions to such problems.
8. To assess the overall status of the older adults in Region VI and to identify and define their priority needs.
9. To provide liaison between the various private, public, and voluntary groups engaged in or responsible for administering programs, services, and facilities utilized by the older adults of Region VI.
10. To explore potential resources at the local, regional, state, and national levels capable of providing additional needed services to the older adults of Region VI.
11. To disseminate information concerning the availability of various services to older adults of Region VI.

ARTICLE III: COMPOSITION AND MEMBERSHIP

A. Composition: The Advisory Council shall represent the community and ensure the Agency's leadership role is enhanced and strengthened. The Advisory Council shall be composed as follows:

1. Eight (8) representatives from Cochise County, four (4) representatives from Graham County, and three (3) representatives each from Greenlee and Santa Cruz Counties. Representatives may reside in any incorporated or unincorporated communities within each County. However, when a vacancy occurs in representation from an incorporated city or town, the Agency Member Entity Representative from the city or town must approve the nomination of any person outside their incorporated boundaries.
 - a) At least ten (10) of the eighteen (18) members shall be age sixty (60) or older. They shall include persons in greatest economic or social need, minority individuals, and participants in services funded through the Agency.
 - b) Every effort shall be made to select at least one member representing mental health providers, health departments, colleges, County administration, housing concerns, elected officials, recreation programs, legal issues, and nursing homes.
2. The Advisory Council and staff shall propose representatives from each sector as specified in this Article to the SEAGO Executive Board for appointment to the Advisory Council. Members shall be notified of their appointment.
3. Any Member absence of two (2) consecutive meetings without just cause will be dropped from Membership, and another representative (in the same area of representation) will be appointed as specified in this Article. Attendance may be by phone or other remote-access method.
4. Any Member may send an alternate to represent them when unable to attend a meeting. This alternate may vote in place of the Member they represent. The Member must utilize a Proxy or alternate fill-in form if using an alternate.

B. Nominations, Appointments and Terms: Nominations will be subject to the following procedures:

1. The Agency will publicize Advisory Council vacancies as they occur. The Agency will include the general public and target key constituencies of older adults and other groups identified in this Article.
2. Interested individuals will make their desire to participate on the Advisory Council known to the Agency Director.

3. Nominees will be presented for a vote by the Advisory Council Membership during a regular meeting. If the vote is in the affirmative, the nomination will be forwarded to the SEAGO Executive Board for a vote.
4. Upon appointment by the SEAGO Executive Board, Members shall serve a term of three (3) years. Each Member shall be limited to two (2) consecutive terms. However, a previous Member can be reappointed if a vacancy cannot be filled in 90 days. The Advisory Council may submit a Member's name to the Executive Board for reappointment for an additional term.

ARTICLE IV: OFFICERS

A. Titles: The Officers of the Advisory Council shall be the President, First Vice President, Second Vice President, and Secretary.

B. Duties:

1. President: The Advisory Council President shall preside at all meetings of the Advisory Council. The President shall coordinate and construct the meeting agendas with Agency staff and perform other duties that pertain to the office of the President, including the right to limit debate and discussion; to fill Officer vacancies; and to call a Special Meeting.
2. First Vice President: In the absence of the President, the First Vice President shall perform all duties as pertain to the office of President.
3. Second Vice President: In the absence of the President and the First Vice President, the Second Vice President shall perform all duties as pertain to the office of President.
4. Secretary: Should the President, First Vice President, and Second Vice President be absent, the Secretary shall act as President and designate another Member to act as Secretary Pro tem.

C. Nomination and Terms:

1. Officers shall be elected by majority vote annually, the terms of office being one (1) year, or until their successors are qualified and elected.
2. Officers shall be seated upon the conclusion of the meeting at which they were elected.
3. Nominations shall be made from the floor at the April meeting with the prior consent of the nominee.

4. The President shall not serve for more than three (3) successive one-year terms.

D. Vacancies: Should an Officer become unable or unwilling to finish their term, the President shall appoint a Member to fill the vacancy until the next election of Officers at the April meeting.

E. Recall:

1. An Officer may be recalled for cause by petitioning a majority of the Members. A recall petition must be submitted at a regular meeting and treated as a privileged motion.
2. A motion to recall any Officer must be approved by the majority vote of the Advisory Council at the regular meeting immediately following approval of a recall motion. Election to fill the vacancy shall be held at the same meeting.

ARTICLE V: MEETINGS

A. The following general criteria shall govern the transaction of business:

1. The Advisory Council shall hold four (4) regular meetings per calendar year, in January, April, July and October. The President may call a special meeting at any other time if deemed necessary.
2. All meetings shall be open and advertised to the public, and shall adhere to the Arizona Open Meeting Law.
3. Robert's Rules of Order shall govern all meetings unless in express conflict with this Constitution and Bylaws.

ARTICLE VI: AGENCY STAFF

A. Agency Director:

1. The Agency Director or designee is the liaison between the Advisory Council and the SEAGO Administrative Council; the SEAGO Executive Board; and Arizona Department of Economic Security Division of Aging and Adult Services.
2. The Agency Director or designee receives and disburses all Older Americans Act funds and keeps an accurate record.

B. Advisory Council Assistant: The Agency Director shall designate a staff member as the Advisory Council Assistant. The Assistant shall keep or cause to have kept the minutes of the Advisory Council meetings, Membership attendance records, and all other designated duties.

ARTICLE VII: AMENDMENTS

Any Article or Section of these Bylaws may be amended or rescinded at any regular meeting of the Advisory Council by a two-thirds (2/3) majority vote of the Membership. All amendments require SEAGO Executive Board approval.

ARTICLE IX: EFFECTIVE DATE

These Bylaws shall become effective immediately upon acceptance of a majority of the official representatives of the Member Entities of the SouthEastern Arizona Governments Organization.

These Bylaws were discussed by the Advisory Council on Aging at their regular meeting of July 18, 2024; approved by the Advisory Council at their regular meeting of [DATE]; and approved by the SouthEastern Arizona Governments Organization Executive Board on November 22, 2024. These Bylaws supersede the previous version adopted on May 19, 2007.



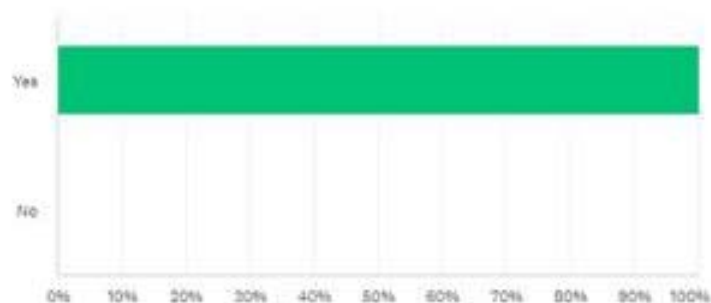
ADVISORY COUNCIL ON AGING PACKET

MEMO TO: ADVISORY COUNCIL ON AGING
FROM: CELESTE VASQUEZ, AREA AGENCY ON AGING DIRECTOR
DATE: JULY 18, 2024
SUBJECT: CHANGE IN ACOA MEETING LOCATION SURVEY RESULTS

On June 17, 2024, a survey was sent to all Advisory Council on Aging members requesting a vote on the possible change in meeting location from United Methodist Church in Willcox to Benson Hospital Conference Room in Benson. This would bring our ACOA meeting to a more centrally located area of our region. As of June 21, 2024, most members (9 out of 14) voted in favor of the change. Effective January 2025, our ACOA meetings will be held at the Benson Hospital Conference Room. More information will come via email as the date gets closer.

Would you be in agreement for the quarterly, in person ACOA meetings, being held in the City of Benson, beginning in July 2024?

Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	100.00% 9
No	0.00% 0
Total Respondents: 9	

Action Requested:

X Information Only

Action Requested Below