

Oregon Aging and Disability Resource Connection (ADRC) Statewide Advisory Council Charter

Background:

In 2008 and 2009 Oregon received grants from the Administration on Aging (AOA) and Centers for Medicare and Medicaid Services (CMS) to develop and pilot a prototype Aging and Disability Resource Connection (ADRC) system for Oregon. A statewide Advisory Council was recruited and appointed in 2009 to guide the development of the ADRC; its composition intentionally included at least 50% consumers, family members, caregivers, and advocates representing both older adults and younger persons with disabilities.

The work of the Advisory Council was guided by information gathered from potential consumers of the ADRC through the ADRC Formative Evaluation that was completed by the University of Oregon in December 2009.

In 2010 the Advisory Council directed the Oregon Department of Human Services, Seniors and People with Disabilities office (now Aging and People with Disabilities) to launch a strategic planning process utilizing the skills of an independent facilitator to develop a five-year plan to implement ADRC statewide.

The Strategic Planning Initiative (SPI), that initiated the development of the ADRCs, was comprised of consumers, agencies serving seniors and people with disabilities, advocates and other key stakeholders who understand the challenges of the long-term care system. The SPI met five times between June 2010 and March 2011.

In June of 2011, the five-year plan for ADRC statewide expansion was completed. Since that time the ADRC Advisory Council has continued to provide guidance and recommendations on the statewide development, expansion, evaluation and quality improvement in services of the ADRC network.

The ADRC of Oregon Program is now fully implemented with statewide coverage provided by 16 Area Agencies on Aging (AAAs) and seven Centers for Independent Living (CILs) which offer the ADRC core services of information and referral (I&R) and options counseling (OC). The ADRC of Oregon also maintains a statewide, toll-free phone number and public website with long-term services and supports information and a searchable database of resources available across Oregon.

Purpose

The purpose of the ADRC Advisory Council is to provide guidance and recommendations on the statewide development, expansion, evaluation and quality improvement in services of the ADRC network.

Vision

The ADRC of Oregon is a recognized, trusted and valued network of trained and knowledgeable staff who provide information, person-centered support, and referrals to service and support resources for older adults and people experiencing a disability, their families and caregivers.

Mission

Provide guidance and recommendations from diverse perspectives to support the ADRC vision.

Membership Agreement:

- Commit to attending all meetings.
- Be actively engaged in helping identify challenges and potential solutions.
- Respect each other's views of issues.

Decision Making

APD CSSU relies on the ADRC Advisory Council for guidance and recommendations about the ADRC of Oregon. A collaborative decision-making process will be used when the Council makes formal recommendations on issues. If consensus cannot be met, the Council will vote on the matter.

Meetings

Meetings are generally held quarterly and may be held virtually or in-person with an option to attend virtually when necessary.

Membership

The ADRC Advisory Council is made up of a mix of public, community based and private state and local agencies and organizations. At least half of the Council's members are current consumers, family members, caregivers, or advocates for consumers of long term services and supports, with the balance of membership also including those who are in the initial stages of planning for or accessing long term services and supports. Members will be recruited with an eye to growing Advisory Council membership reflective of the cultural, ethnic, linguistic, and geographic diversity of the State.

Staffing

The ADRC Advisory Council receives designated staff support from the Aging and People with Disabilities Community Services and Supports Unit. Staff assigned provide the following types of support:

- Develops and maintains Council charter
- Plans and prepares Council meeting agendas and meeting materials in collaboration with Council members
- Schedules and coordinates all aspects of Council meetings

- Ensures public meeting notice requirements are met and coordinates accessibility accommodations requests
- Coordinates Council recruitment and onboarding for new Council members and maintains Council roster