

# Action Request Transmittal Aging and People with Disabilities



Rodney Schroeder

***Authorized signature***

**Number:** APD-AR-23-003

**Issue date:** 2/8/2023

**Topic:** Other

**Due date:** 7/14/2023

**Subject:** Annual Area Plan Update

**Applies to (check all that apply):**

- |   |   |
|---|---|
| <input type="checkbox"/> All DHS employees                                | <input type="checkbox"/> County Mental Health Directors                       |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Types A and B | <input type="checkbox"/> Health Services                                      |
| <input type="checkbox"/> Aging and People with Disabilities               | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs                        | <input type="checkbox"/> ODDS Children's Intensive In Home Services           |
| <input type="checkbox"/> County DD program managers                       | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                 |
| <input type="checkbox"/> Support Service Brokerage Directors              | <input type="checkbox"/> Other ( <i>please specify</i> ):                     |
| <input type="checkbox"/> ODDS Children's Residential Services             |   |
| <input type="checkbox"/> Child Welfare Programs                           |   |

**Action required:**

Review, update and electronically submit to [sua.email@odhsoha.oregon.gov](mailto:sua.email@odhsoha.oregon.gov) a comprehensive update of all relevant sections of your 2021 – 2025 Area Plan. Such an update may contain changes in your governing and advisory council membership, contracted service providers, methods of service delivery, and changes to your OPI, Family Caregiver or other programs. Particular attention will be focused on progress updates for your agency's goals and objectives in the major Issue Areas (I&R Services and ADRC, Nutrition, Health Promotion, etc.).

Please use Microsoft Word's *Track Changes* function in the Area Plan narrative update to enable the Community Services and Supports Unit (CSSU) to quickly identify new information. Submission without the Track Changes function will not be accepted. Submit the electronic copy of your Area Plan narrative by close of business day July 14, 2023.

**Reason for action:** Older Americans Act Section 306 requires each designated area agency on aging to develop an Area Plan for a planning and service area with such annual adjustments as may be necessary.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:**

*If you have any questions about this action request, contact:*

Contact(s): Debbie McCuin or Rodney Schroeder	
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