

# **LONG TERM CARE COORDINATING COUNCIL (LTCCC)**

San Francisco's Long Term Care Coordinating Council (LTCCC) advises the Mayor and City on policy, planning, and service delivery issues for older adults and people with disabilities to promote an integrated and accessible long-term care system.

*Long Term Care System refers to the continuum of home, community-based, and institutional services and supports that help to address the medical and non-medical needs of people with limitations*

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**DATE:** WEDNESDAY, OCTOBER 12<sup>TH</sup> 2022

## **MINUTES**

### **Members Present:**

Ramona Davies, Lana Neives, Christine Roppo, Laura Liesem, Jennifer Walsh, Kelly Dearman, Mark Burns, Rachel Main, Eileen Kunz, Susie Smith, Elizabeth Hewson, Debby Kaplan, Vince Crisostomo, Irin Blanco, Vince Crisostomo, Bernadette Navarro-Simeon, Jennie Hua

**Guests:** Cindy Kauffman, Jenna Shankman, and Julian Leus

**Staff:** Valerie Coleman

### **INTRODUCTIONS**

Facilitated introductions and discussion with members including: name, what organization or department they're with & why they're interested in long term care issues, as well as what they hope to do as a member of this body.

### **ACTION: LTCCC Orientation**

Kelly provided a brief, high level background on the LTCCC – the basic information was developed as PowerPoint for the previous Council and is available on the LTCCC website, under minutes.

**Review Draft By-Laws:** Laura facilitated a review and conversation regarding specific areas within the by-laws, including: the purpose, responsibilities, term of appointment, and attendance.

**Membership:** Laura also discussed various membership expectations and roles, including voting in the current co-chairs (voted in unanimously), discussing next co-chair terms (2yr and 3yr respectively so both don't term off at the same time), and sharing a poll re: whether members would prefer to keep the meeting fully remote or transition to hybrid. The resulting poll was roughly 50/50, after discussion (what works, doesn't work, how to ensure that folks on zoom are included, etc.) it was decided to have a pilot hybrid meeting and then get member feedback before moving to hybrid format permanently.

Also, Ramona provided some background on the Dignity Fund Oversight and Advisory Committee (DF OAC) – per legislation, there needs to be a total of 3 OAC members that come from the LTCCC membership. Currently there are 2 open seats that need to be filled.

### **DISCUSSION: Goal Setting**

Co-chairs introduced the larger role of this body, to identify 1-2 topics this group would like to focus on in the coming 2 years. A list of topics was shared, which were gathered by the previous Council members as well as the applications of current members. Valerie will continue to compile suggested topics and the next meeting will discuss next steps.

**Next Steps:**

- Staff will share updated by-laws with group to approve
- Staff will also share potential topics with group and conversation will continue at the November meeting
- The LTCCC will hold a pilot hybrid meeting (either November or December) and then reassess to determine if it's effective and inclusive. More information on this to come.

ADJOURN

4:30pm

**NEXT MEETING:** November 9<sup>th</sup>, 2022