



Home and Community Care Block Grant

Advisory Committee Orientation Manual

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FY2015

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Welcome

Welcome to the Home and Community Care Block Grant Advisory Committee (HCCBG AC) for your county.

Serving on the HCCBG AC gives you a unique opportunity to speak out on the issues and needs of the older adults in your community.

This document was prepared to give you a little information about the background of the HCCBG and about the aging network. While we hope you will ask questions, perhaps this document will assist you in preparing for the work of the advisory committee.

Philosophy and Purpose

Establishing an efficient and effective service delivery system is critical to North Carolina meeting the needs of a rapidly growing older population. Older Adults, family caregivers, as well as local service providers often face a very complex and fragmented system of services, resulting, in part, from different eligibility criteria, service definitions, and service activities, depending upon the source of funding. The Home and Community Care Block Grant was designed to begin addressing the complexity by consolidating, under a single set of policies, procedures and service requirements, several existing funding sources targeted to older adults. The block grant is also designed to improve planning, management and coordination of in-home and community based services for older adults by providing counties increased flexibility with regard to the planning and delivery of aging services to meet the unique service needs of older adults in their communities while also ensuring that the requirements of the Older Americans Act are met.

I. Overview

What is the Home and Community Care Block Grant?

The General Assembly of North Carolina enacted Senate Bill 165, Chapter 241 of the 1991 Session Laws. This legislation established a Home and Community Block Grant for Older Adults and was supported by the North Carolina Association of County Commissioners. The Block Grant combines certain federal and state appropriations supporting home and community care for older adults which are currently administered by the Divisions of Aging and Social Services.

How did the Block Grant originate?

The General Assembly in 1989 established the Department of Human Resources Advisory Committee on Home and Community Care. This committee was specifically required to consider development of a “common funding stream” for services to older adults. The Home and Community Care Block Grant is a specific recommendation of this committee.

What is the purpose of the Block Grant?

Older Adults and their families often face a very complex and frustrating system of home and community care services at points of crisis brought about by health and medical problems. The Home and Community Care Block Grant is designed to address, in part, these concerns by improving the planning, management, and coordination of in-home and community based services provided to North Carolina’s older adults and promoting the visibility of aging programs at the local level. Counties have increased flexibility with respect to budgeting for aging services available through the Block Grant and establish priority services to be addressed. The Home and Community Care Block Grant is intended to simplify the administration of aging services by establishing uniform service standards, eligibility, reporting and reimbursement policies for all funding sources contained in the Block Grant.

What does the Home and Community Care Block Grant do?

The Home and Community Care Block Grant monies consist of funds from the Older Americans Act, state and federal funds for in-home and community care services, portions of the State In-Home Service and Adult Day funds formerly administered by the Division of Social Services and funding from the NC General Assembly for older adults.

The Home and Community Care Block Grant (HCCBG) finances a range of services primarily for at-risk older adults; they are used only as a last resort for high-risk older adults. As a secondary function, services are identified for well older adults. Priorities are established for older adults such as those at risk of abuse or neglect, members of the minority groups, women or those with greatest economic need.

County aging plans, which set the overall priorities and course for aging, are the basis for the receipt of block grant funds and, as such, define the roles of local agencies in providing services at the county level and meeting the needs of such groups. Decisions on target groups and services priorities are developed in accordance with state guidelines and the principle of local flexibility and choice.

The HCCBG is intended to allow local groups to make the decisions about what services are most needed by the older adults in their county, how much money needs to be allocated to the service and what agency will provide the service.

Who is involved in the Home and Community Care Block Grant?

Implementation of the law establishing the Home and Community Care Block Grant involves key “players” from the local level through the state.

A. County Board of Commissioners Responsibilities

The County Board of Commissioners will be responsible for the planning, coordination, and implementation of the county funding plan. Primary responsibilities are as follows:

1. Designation of an agency or office within the county with lead responsibility for planning and coordination of the county funding plan. The designation can be for more than one (1) year. The length of designation is at the discretion of the Board of Commissioners.
2. Appointment of a committee to serve as a Block Grant Advisory Committee to the lead agency for planning and coordination in the development of the county funding plan. The length of a committee member’s appointment is determined by the Board of Commissioners. When the Area Agency on Aging is not designated as lead agency, an area agency representative shall be appointed to the Block Grant Advisory Committee to perform as stated below. The Division strongly recommends that older adults comprise no less than 1/3 of Advisory Committee membership.
3. Ensuring that the county funding plan is in compliance with budgetary instructions provided by the Division of Aging.
4. Submission of the recommended county funding plan to the Area Agency on Aging and entering into a grant agreement with the Area Agency on Aging.

B. Area Agency on Aging Responsibilities in County Funding Plan Development and Approval

The Older Americans Act requires that Area Agencies on Aging function as public advocates in the development and enhancement of community-based aging services. In carrying out their mandated responsibilities, Area Agencies on Aging shall serve on the Block Grant Advisory Committee. Area Agencies will contribute to the development of the county funding plan as follows:

1. As necessary, train Advisory Committee members on:
 - flow of funds and budgetary requirements
 - responsibilities of the Division of Aging, Area Agency on Aging, Board of Commissioners, lead agency, and Advisory Committee
 - service standard requirements
2. Interpret demographic information in the County Data Package and explain variations in regional and county funding from the previous year.
3. Based upon monitoring and provider performance data available through the Division if Aging Management Information System, provide analysis on provider performance, expenditures and service levels, and effectiveness of client targeting.
4. Make recommendations concerning an effective services mix and provider selection.
5. Through the compliance review, approve county funding plan submitted by the Board of Commissioners.

C. Lead Agency Responsibilities

1. Agency or Office with Lead Responsibility for Funding Plan Criteria
 - The county manager's office, a public human services agency, a private nonprofit human services agency, or the Area Agency in Aging may be designated as the agency or office with lead responsibility for the funding plan.Primary lead responsibilities are as follows:
 - Directing the work of the Block Grant Advisory Committee in order to assure community input into the county funding plan.
 - By April 30, submit county funding plan information to the County Budget Officer. At a minimum, the County Budget Officer must be provided with the amount of Block Grant funding and required local match for each service to be funded to meet requirements of G.S. 159-10.
 - Ensuring that the approved funding plan meets all requirements as specified by the Division of Aging, and submitting the funding plan, as recommended by the county board of commissioners, to the Area Agency.

D. Block Grant Advisory Committee Criteria

1. The advisory committee must represent a broad range of aging interests in order to effectively build local consensus on the county funding plan. A viable committee will not be viewed as being predisposed to supporting particular providers or favoring specific interests. Representation should include the following:
 - Area Agency on Aging must be represented as specified in Section (B) of these instructions.
 - Local elected officials and civic leaders
 - Older consumers (the Division of Aging and Adult Services strongly recommends that older consumers comprise at least 1/3 of the Advisory Committee membership)

2. The committee shall function as a resource to the lead agency by obtaining input from provider interests, older consumers and their families and, providing consensus on the contents of the funding plan.

E. State Involvement

The North Carolina Division of Aging and Adult Services is the state agency designated by the law to implement the Home and Community Care Block Grant. The State's responsibilities are:

1. Consolidate all funding streams into the Home and Community Care Block Grant
2. Allocate funds to each region based on state funding formula
3. Provides technical assistance to the AAA if needed
4. Receive completed funding plan in order to submit appropriate accountability to each funding source comprising the Home and Community Care Block Grant

HOME & COMMUNITY CARE BLOCK GRANT FUNDED PROVIDERS
REGION B - FY 2014-2015

BUNCOMBE COUNTY

<u>Agency</u>	<u>Phone</u>	<u>Address</u>	<u>Services</u>
DAYSTAY ADULT DAY SERVICES	(828) 665-1575	135 CANDLER SCHOOL ROAD	➤ ADULT DAY CARE
LAND-OF-SKY ALZHEIMER'S RESPITE	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER - FCG DIRECTED VOUCHERS - COMMUNITY RESPITE - IN-HOME RESPITE
COUNCIL ON AGING OF BUNCOMBE CO, INC.	(828) 277-8288	46 SHEFFIELD CIRCLE	➤ CONGREGATE NUTRITION ➤ HEALTH PROMOTION - DISEASE PREVENTION ➤ INFORMATION & ASSISTANCE ➤ IN-HOME AIDE LEVEL I – HOME MANAGEMENT ➤ IN-HOME AIDE LEVEL II – PERSONAL CARE ➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE - INSTITUTIONAL RESPITE
BUNCOMBE CO MEALS ON WHEELS	(828) 253-5286	146 VICTORIA RD	➤ HOME-DELIVERED MEALS
MOUNTAIN HOUSING OPPORTUNITY	(828) 254-4030	64 CLINGMAN AVE SUITE 101	➤ HOUSING AND HOME IMPROVEMENT
PISGAH LEGAL SERVICES - BUNCOMBE	(828) 253-0406	62 CHARLOTTE STREET	➤ LEGAL SERVICES
MOUNTAIN MOBILITY - BUNCOMBE COUNTY	(828) 251-6622	339 NEW LEICESTER HWY, STE 140	➤ TRANSPORTATION – GENERAL ➤ TRANSPORTATION - MEDICAL
CAREPARTNERS ADULT DAY SERVICES - BUNCOMBE	(828) 277-3399	68-A SWEETEN CREEK ROAD	➤ ADULT DAY CARE ➤ ADULT DAY HEALTH ➤ TRANSPORTATION – GENERAL ➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE
LAND-OF-SKY REGIONAL COUNCIL - AREA AGENCY ON AGING	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER DIRECTED SERVICES ➤ HEALTH PROMOTION – DISEASE PREVENTION ➤ SENIOR COMPANION
TOWN OF BLACK MOUNTAIN	(828) 669-8732	102 MONTREAT ROAD	➤ SENIOR CENTER
SENIOR OPPORTUNITY CENTER	(828) 350-2062	36 GROVE STREET	➤ SENIOR CENTER
HARVEST HOUSE	(828) 350-2051	205 KENILWORTH ROAD	➤ SENIOR CENTER

HOME & COMMUNITY CARE BLOCK GRANT FUNDED PROVIDERS
REGION B - FY 2014-2015

HENDERSON COUNTY

<u>Agency</u>	<u>Phone</u>	<u>Address</u>	<u>Services</u>
ADVANTAGE HOME & COMMUNITY CARE - HENDERSON	(828) 225-0810	8 ELK MOUNTAIN ROAD	➤ IN-HOME AIDE LEVEL II – PERSONAL CARE
LAND-OF-SKY ALZHEIMER'S RESPITE	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER - FCG DIRECTED VOUCHERS - COMMUNITY RESPITE - IN-HOME RESPITE
HOUSING ASSISTANCE CORPORATION	(828) 692-4744	602 KANUGA ROAD	➤ HOUSING AND HOME IMPROVEMENT
CAREPARTNERS ADULT DAY SERVICES AT PARDEE	(828) 697-7070	114 COLLEGE DRIVE	➤ ADULT DAY CARE ➤ ADULT DAY HEALTH ➤ TRANSPORTATION ➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE
HENDERSON COUNTY DSS	(828) 694-6244	1200 SPARTANBURG HWY, SUITE 300	➤ IN-HOME AIDE LEVEL I – HOME MANAGEMENT
COUNCIL ON AGING FOR HENDERSON COUNTY	(828) 692-4203	105 KING CREEK BLVD.	➤ CARE MANAGEMENT ➤ CONGREGATE NUTRITION ➤ HOME-DELIVERED MEALS ➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE - FCG DIRECTED VOUCHERS
HENDERSON COUNTY PARKS AND RECREATION	(828) 697-4884	801 4TH AVENUE EAST	➤ HEALTH PROMOTION – DISEASE PREVENTION
WESTERN CAROLINA COMMUNITY ACT - HENDERSON	(828) 693-1711	220 KING CREEK BLVD.	➤ HOME-DELIVERED SUPPLEMENTAL MEALS ➤ TRANSPORTATION – GENERAL ➤ TRANSPORTATION - MEDICAL
PISGAH LEGAL SERVICES - HENDERSON	(828) 253-0406	62 CHARLOTTE STREET	➤ LEGAL SERVICES
LAND-OF-SKY REGIONAL COUNCIL - AREA AGENCY ON AGING	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER DIRECTED SERVICES ➤ SENIOR COMPANION

HOME & COMMUNITY CARE BLOCK GRANT FUNDED PROVIDERS
 REGION B - FY 2014-2015

MADISON COUNTY

<u>Agency</u>	<u>Phone</u>	<u>Address</u>	<u>Services</u>
LAND-OF-SKY ALZHEIMER'S RESPITE	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER – FCG DIRECTED VOUCHERS
MADISON COUNTY HEALTH DEPARTMENT	(828) 649-3531	493 MEDICAL PARK DRIVE	➤ HEALTH PROMOTION – DISEASE PREVENTION
LAND-OF-SKY REGIONAL COUNCIL - AREA AGENCY ON AGING	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER DIRECTED SERVICES ➤ SENIOR COMPANION
MARSHALL SENIOR CENTER	(828) 649-2722	462 LONG BRANCH ROAD	➤ SENIOR CENTER
HOT SPRINGS SENIOR CENTER	(828) 622-7427	HWY 25-70, PO BOX 426	➤ SENIOR CENTER
MADISON COUNTY DEPARTMENT OF COMMUNITY SERVICES	(828) 649-2722	462 LONG BRANCH ROAD	➤ CONGREGATE NUTRITION ➤ HOME-DELIVERED MEALS ➤ IN-HOME AIDE LEVEL I – HOME MANAGEMENT ➤ TRANSPORTATION - GENERAL ➤ TRANSPORTATION - MEDICAL ➤ FAMILY CAREGIVER - IN-HOME RESPITE

HOME & COMMUNITY CARE BLOCK GRANT FUNDED PROVIDERS
 REGION B - FY 2014-2015

TRANSYLVANIA COUNTY

<u>Agency</u>	<u>Phone</u>	<u>Address</u>	<u>Services</u>
SILVERMONT OPPORTUNITY CENTER	(828) 884-3166	220 KING CREEK BLVD	➤ SENIOR CENTER
KOALA ADULT DAY SERVICES	(828) 884-2980	23 MEDICAL PARK DRIVE	➤ ADULT DAY CARE ➤ ADULT DAY HEALTH ➤ FAMILY CAREGIVER - COMMUNITY RESPITE
LAND-OF-SKY ALZHEIMER'S RESPITE	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE
TRANSYLVANIA HOME CARE AND HOSPICE	(828) 883-5254	1266 ASHEVILLE HWY, SUITE 5	➤ IN-HOME AIDE LEVEL I – HOME MANAGEMENT ➤ IN-HOME AIDE LEVEL II – PERSONAL CARE ➤ FAMILY CAREGIVER - COMMUNITY RESPITE - IN-HOME RESPITE
TRANSYLVANIA COUNTY TRANSPORTATION	(828) 884-3203	28 EAST MAIN STREET	➤ TRANSPORTATION – GENERAL ➤ TRANSPORTATION - MEDICAL
WESTERN CAROLINA COMMUNITY ACT - TRANSYLVANIA	(828) 884-3219	181 HILLVIEW EXTENSION	➤ CONGREGATE NUTRITION ➤ HOME-DELIVERED MEALS ➤ HEALTH PROMOTION – DISEASE PREVENTION ➤ INFORMATION & ASSISTANCE
PISGAH LEGAL SERVICES - TRANSYLVANIA	(828) 253-0406	62 CHARLOTTE STREET	➤ LEGAL SERVICES
LAND-OF-SKY REGIONAL COUNCIL - AREA AGENCY ON AGING	(828) 251-6622	339 NEW LEICESTER HWY, SUITE 140	➤ FAMILY CAREGIVER DIRECTED SERVICES ➤ SENIOR COMPANION

II. The Aging Network

What is the Aging Network?

The “aging network” is a term used loosely to describe national, regional, state and local interest groups who advocate for or serve older adults. Some components of the aging network are in place because they are mandated by legislation such as the Older Americans Act (OAA). Other components such as various advocacy groups have developed on their own initiative.

The administrative core of the network on aging includes the Administration on Aging (AOA) at the Federal Level, ten AOA regional offices, 57 State Units on Aging (SUAs) and 665 Area Agencies in Aging (AAAs) at the planning and service level. The network extends to public and private service providers and agencies, such as nutrition sites, social services departments, multipurpose senior centers, advisory councils and advocacy groups, as well as to the private, voluntary, and corporate sectors. Non-administrative components of the aging network also include national organizations, private industry, and the general public including older adults and consumers of services. As may be observed, the aging network is inclusive of all persons and groups that are attempting to improve the lives of our nation’s older adults.

Administration on Aging

The OAA established the AoA, which is headed by an Assistant Secretary for Aging and is an agency of the U.S. Department of Health and Human Services. AoA is the federal focal point and advocacy agency for older persons, as mandated by the OAA, and administers most OAA programs at the federal level. These programs provide assistance to older persons and their caregivers, as well as critical support services, such as nutrition and transportation, for older persons at risk of being prematurely or unnecessarily institutionalized. AoA also administers programs that protect the rights of vulnerable and at-risk older persons and educated them and their communities about the dangers of elder abuse and consumer fraud. Other OAA programs offer older persons opportunities to enhance their health and serve their communities through employment and volunteer programs.

State Units on Aging

AoA awards funds for supportive home and community-based services to the SUA’s, which are located in every state and U.S. territory. In addition to funding critical nutrition and supportive services, funds are awarded to the SUA’s for elder rights programs, including the Long-Term Care Ombudsman Programs, legal services, outreach and elder abuse prevention efforts. Funding for programs is allocated to each SUA based on the number of persons over the age of 60 in the state. Most states are divided into planning and service areas, so that programs can be tailored to meet the specific needs of older persons residing in those areas.

North Carolina Department of Health and Human Services Division of Aging and Adult Services

The Division of Aging and Adult Services is the State agency responsible for planning, administering, coordination, and evaluation of the activities, programs, and services developed under the Older Americans Act and related programs for the older adult population. As the State's Agency on Aging, the Division of Aging and Adult Services has the responsibility to:

- Develop, administer, and monitor the activities of the State Plan on Aging required by the State
- Be primarily responsible for the coordination of all statewide activities related to the purposed of the Older Americans Act
- Divide the entire State into districts, planning and service areas
- Review and approve the area plans developed by North Carolina's Area Agency on Aging (AAAs)
- Monitor, assess, and evaluate the implementation of each area plan
- And carry out all other appropriate functions and responsibilities as prescribed under the Older Americans Act, federal regulations, the State plans on aging, North Carolina laws, rules, and regulations.

Area Agencies on Aging

Area Agencies on Aging (AAA) are offices established through the Older Americans Act that serve to facilitate and support the development of programs to address the needs of older adults in a defined geographic region and support investment in their talents and interests. In North Carolina, AAAs are located within regional Councils of Government.

Local Service Providers

The Service Delivery System in each state is very different. In North Carolina, aging services are handled by a variety of local providers. Regardless of the agency, they are bound by the state-wide service standards that describe how services will be provided. These agencies are also connected to the county and Area Agency on Aging by service contracts once the Home and Community Care Block Grant Advisory Committee has determined who the local service providers will be.

The Older Americans Act – A Link to Services

The Older Americans Act (OAA) of 1965 affirms our county's high sense of responsibility toward the well-being of older citizens. The assistance it offers has expanded tremendously over the years to include a wide range of services that touch many lives and communities across the land. Most importantly, it provides an essential stimulus – through a partnership of federal government with state and local governments, the private sector, and older people themselves – for creating a comprehensive and coordinated service system aimed at improving the lives of older Americans. This act was most recently amended in 2006.

The goal of the OAA is to remove barriers to economic and personal independence and to assure the availability of appropriate services for those individuals who need them. The law's present emphasis on the elderly and on community-based long-term care offers a tremendous opportunity for providers and the OAA social services network to work together in addressing specific community problems.

The Older Americans Act embraces the following objectives for assuring older Americans –

- An adequate income
- The best possible physical and mental health
- Suitable housing
- Full restorative services for those who require institutional care, including a comprehensive array of community-based long-term care services
- Opportunity for employment
- Retirement in health, honor and dignity
- Civic, cultural, educational and recreational opportunities
- Community services that provide a continuum of care for the vulnerable elderly
- Freedom to plan and manage their lives.

Though the original objectives of the OAA remain much the same today, emphasis on community-based long-term care services, on the vulnerable elderly, on services for victims of Alzheimer's disease and special training for those who will care for such individuals were more recently incorporated in the legislation.

North Carolina Area Agencies on Aging

Mission

The Area Agency on Aging exists to:

- fulfill the mandated responsibilities of the Older Americans Act of 1965, as Amended;
- plan, coordinate and advocate for the development of comprehensive community-based service delivery systems to meet the needs of Older Americans;
- preserve and strengthen the quality of life for older citizens through cooperative efforts of elected officials, non-profit community agencies, private enterprise, academic resources;
- assist local communities to respond to issues confronting the rapidly growing older population.

Activities

The Area Agency on Aging meets the challenge of its mission by:

- providing training and technical assistance for local providers of priority services (such as transportation, nutrition, in-home care, case management, housing and other services);
- providing grant preparation, community coordination efforts, needs assessment, resource inventories;
- Regional Ombudsman assistance to county-appointed nursing home and adult care home community advisory committees;
- development and implementation of a regional multi-year plan;
- assisting the development of multi-purpose senior centers.

Structure

In North Carolina, Area Agencies on Aging are located within Regional Councils of Government. They work closely and continuously with the North Carolina Division of Aging and Adult Services (part of the Department of Health and Human Resources) to fulfill the responsibilities of the Older Americans Act of 1965, as amended.

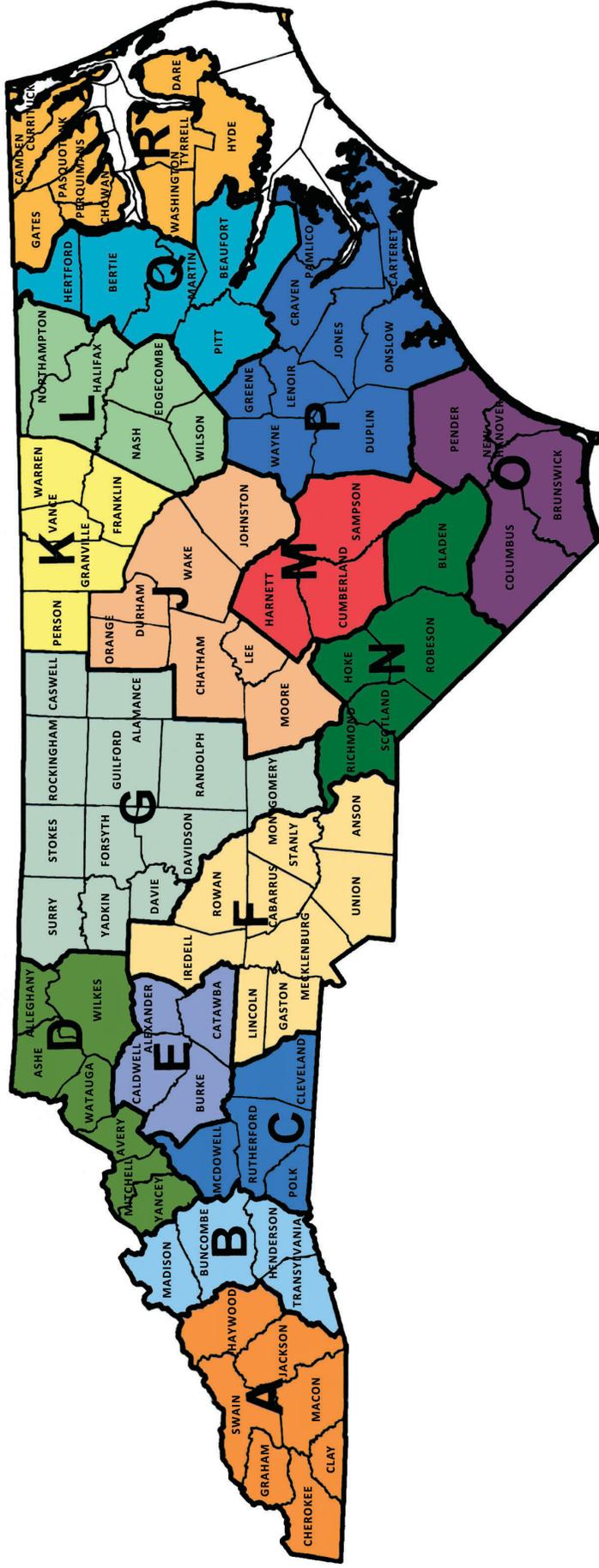
As part of the Regional Council organization, the Area Agencies on Aging are integrally tied to local governments in the area whose representatives make up the Regional Council policy board. Also, the planning and administrative activities are coordinated with other Regional Council programs (including emergency medical services, community development, economic development, employment and training, housing.)

Each Area Agency on Aging works with an Advisory Council, comprised mostly of older persons, which assists the staff and the policy board of elected officials.

North Carolina Area Agencies on Aging

Region A	Southwestern Commission 125 Bonnie Lane Sylva, NC 28779 828-586-1962	Region K	Kerr Tar Regional COG PO Box 709 Henderson, NC 27536 252-436-2040
Region B	Land of Sky Regional Council 339 New Leicester Hwy, Suite 140 Asheville, NC 28806 828-251-6622	Region L	Upper Coastal Plain COG PO Box 9 Wilson, NC 27894 252-234-5952
Region C	Isothermal Planning & Development Commission PO Box 841 Rutherfordton, NC 28139 828-287-2281	Region M	Mid-Carolina COG PO Drawer 1510 Fayetteville, NC 28302 910-323-4191
Region D	High Country COG 468 New Market Blvd Boone, NC 28607 828-265-5434	Region N	Lumber River COG 30 CJ Walker Road COMtech Park Pembroke, NC 28732 910-618-5533
Region E	Western Piedmont COG PO Box 9026 Hickory, NC 28603 828-322-9191	Region O	Cape Fear COG 1480 Harbour Drive Wilmington, NC 28401 910-395-4553
Region F	Centralina COG 525 North Tryon Street 12 th Floor Charlotte, NC 28202 704-372-2416	Region P	Eastern Carolina COG 233 Middle Street PO Box 1717 New Bern, NC 28563 252-638-3185
Region G	Piedmont Triad Regional Council Greensboro Office 2216 W. Meadowview Road, Suite 201 Greensboro, NC 27407 336-294-4950	Region Q	Mid-East Commission 1385 John Small Avenue Washington, NC 27889 252-946-8043
	Winston-Salem Office 400 W Forth Street, Suite 400 Winston-Salem, NC 27101 336-761-2111	Region R	Albemarle Commission PO Box 646 Hertford, NC 27944 252-426-5753
Region J	Triangle J COG PO Box 12276 Research Triangle Park, NC 27709 919-549-0551		

North Carolina Lead Regional Organizations



Regions

- Region A - Southwestern Commission
- Region B - Land-of-Sky Regional Council
- Region C - Isothermal Planning & Development Commission
- Region D - High Country Council of Governments
- Region E - Western Piedmont Council of Governments
- Region F - Centralina Council of Governments
- Region G - Piedmont Triad Regional Council
- Region H - Triangle J Council of Governments
- Region I - Southwestern Commission
- Region J - Land-of-Sky Regional Council
- Region K - Isothermal Planning & Development Commission
- Region L - High Country Council of Governments
- Region M - Western Piedmont Council of Governments
- Region N - Centralina Council of Governments
- Region O - Piedmont Triad Regional Council
- Region P - Triangle J Council of Governments
- Region Q - Southwestern Commission
- Region R - Land-of-Sky Regional Council

Region B



What is the Land of Sky Regional Council?

Land of Sky Regional Council (LOSRC) is a multi-county, local government planning and development organization in North Carolina. It is one of 17 such organizations in the state and serves Region B, which includes the counties of Buncombe, Henderson, Madison and Transylvania.

Land of Sky Regional Council is made up of chief elected officials – mayors and county commission chairpersons and alternates – from member governments, one private representative of economic development interests in each county and two at-large members. Members meet monthly to plan programs and set policies and goals to benefit the entire region.

Member governments include the counties of Buncombe, Henderson, Madison and Transylvania and the municipalities of Asheville, Biltmore Forest, Black Mountain, Montreat, Weaverville, Woodfin, Fletcher, Hendersonville, Laurel Park, Hot Springs, Mars Hill, Marshall, Brevard and Rosman – the Upper French Broad River Watershed.

Budget / Funding

The Council's annual budget contains federal, state and local government funds and some foundation and private funds. Municipal and county governments pay fees for specific services.

History

The Council began in 1966 as a partnership of five counties. Later, one county became part of "Region A" and "Region B" brought the region's municipalities (now number 15) into the partnership. Though there was some "shadowboxing" as a former Asheville Mayor put it, meaningful cooperation began to occur. The Council and its member governments worked with a federal partner, the Appalachian Regional Commission (ARC) and other federal agencies to help fund regional hospitals, libraries, community colleges, water and sewer projects, industrial parks and sites, etc.

Committees & Staff of LOSRC

The Land of Sky Regional Council is governed by an executive committee composed of Council members elected by the Council Members. The Council is supported by a number of advisory councils, committees and task forces. These include Advisory Council on Aging, Senior Volunteer Services Advisory Council, Family Caregiver Advisory Committee, Senior Tar Heel Legislators, Regional Clean Air Campaign, Brownfields Advisory Group, and the Regional Solid Waste Recycling Advisory Group.

Council activities are coordinated through 6 departments:
Local Government Services, Aging and Volunteer Services, Administration, Finance, Mountain Mobility and Mountain Area Workforce Development Board.

Member Counties and Municipalities

Buncombe
Asheville
Black Mountain
Montreat
Weaverly
Woodfin

Henderson
Flat Rock
Fletcher
Hendersonville
Laurel Park

Madison
Hot Springs
Mars Hill
Marshall

Buncombe County Primary - Ellen Frost - Buncombe County - First Vice Chair
Henderson County Primary - Dona Mennella - Town of Laurel Park
Madison County Primary - Wayne Brigman - Madison County - Treasurer
Transylvania County Primary - Mike Hawkins - Transylvania County - Secretary
At-Large Member - George Goosmann - Town of Biltmore Forest - Chair
At-Large Member - Charlie Landreth - City of Brevard - Second Vice Chair
At-Large Member - Simone Bouyer - Madison County

Executive Committee

Executive Director
Justin Hembree

Deputy Executive Director
Danna Stansbury



Administration

Deputy Executive Director
Danna Stansbury

Communications Specialist /
Webmaster
Christine Giles

Administrative Services Assistant
Bonnie Smith

Administrative Program Specialist
Zia Rifkin

Finance

Finance Director
Vickie Thomas

Accounting Specialist
Arlene Wilson

Accounting Specialist
Rose Sabo

Accounting Assistant
Wanda Clark

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Director of Economic and Community
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Erica Anderson

Senior Environmental Planner
Bill Eaker

Fleet Services Consultant (WRP)
Chris Dobbins

Principal Planner
Karen Kahna

Rehabilitation Specialist (CTPT)
Ben Morrell

Brownfields Coordinator (CTPT)
Kate O'Hara

French Broad River MPO
Director
Paul Black

Transportation Planner, FBRMPO
Tristan Winkler

Transportation Specialist, FBRMPO
Vacant

RPO Coordinator
Vicki Eastland

Transit Program Manager
Lyuba Zuyeva

Transit Program Specialist
Geri Ballew

Transit Administrative Assistant
Rebecca Bedingfield

GIS Planner
Jon Beck

Planning Technician
Annie Sarac

NC DENR Employees

Brownfields Project Manager
Tracy Wahl

Waste Reduction Partners

WRP Director
Terry Albrecht

Energy Program Manager, WRP
Russ Jordan

WRP Office Manager
Dee Hanak

Solid Waste Manager (WRP)
Jan Foster

Water Programs Manager (WRP)
Tom Kimmell

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Director of Aging and Volunteer
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Area Agency on Aging
Family Caregiver Specialist
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Project C.A.R.E. Family Consultant -
WNC
Nancy Hogan

Lead Regional Ombudsman
Ruth Price

Regional Ombudsman
Julia Gibson

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Nancy Smith-Hunnicut

SCSEP Coordinator (Title V)
John Connell

Aging Program Specialist, Contracts /
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Sherry Christenson

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Stephanie Stewart

Aging & Disabilities Program Specialist
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Linda Kendall Fields

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Rebecca Chaplin

Senior Companion Program Manager
Vicki Jennings

Foster Grandparent Program
Manager
Stacy Friesland

RSVP Coordinator
Ann Whisenhunt

RSVP Program Specialist
John Connell

A&V Program Support Specialist
Janice Payne

Mountain Area Workforce Development Board

MAWD Director
Phil Monk

WIA Finance Officer
Jean Keen

MIS Specialist / Local Area's EO
Officer
Kim Cox

Administrative Support
Zia Rifkin

Regional Business Services
Coordinator
Barbara Darby

Business Services Representative
Derrick Edwards

ARMS - Aging Resources Management System
C.A.R.E. - Caregiver Alternative for Running on Empty
CDSMP - Chronic Disease Self Management Program
CTPT - Contractual Part-Time Employees that work offsite
GIS - Geographic Information Systems
HPDP - Health Promotion & Disease Prevention
MIS - Management Information System
MPO - Metropolitan Planning Organization
NC DENR - NC Dept of Environment and Natural Resources
OJT - On-the-job Training
RPO - Rural Planning Organization
RSVP - Retired & Senior Volunteer Program
SCSEP - Senior Community Services Employment Program
WIA - Workforce Investment Act
WRP - Waste Reduction Partners

Land of Sky Regional Council's Area Agency on Aging Programs & Services

The Area Agency on Aging (AAA) advocates for the needs of older adults and works with county government appointed planning committees, service providers and other community organizations to:

- Provide technical support in the development of a comprehensive area plan for aging
- Support providers in meeting administrative requirements related to operating for government funded program standards
- Help coordinate service delivery between agencies
- Provide resources related to ongoing quality improvement of services

Home and Community Care Block Grant Services

- In-Home aide
- Transportation
- Adult day/health care
- Legal services
- Home delivered meals
- Care management
- Congregate meals
- Senior Companions
- Housing Improvement
- Senior Center operations
- Information and Assistance

Over \$3 million in federal, state, and local resources are available in our Region for planning, administration and a variety of services to help keep older adults independent.

Ombudsman Program for Long-Term Care facility residents

- Responds to complaints made regarding the care of residents
- Ensures understanding and implementation of residents' rights
- Trains five advisory committees appointed by county commissioners
- Works to increase awareness of elder abuse and elder rights
- Publishes guide to regional long-term care facilities
-

Family Caregiver Support Program

Provides services to family members who are primary care providers for older persons.

- Information and Assistance in gaining access to services
- Financial support for respite care
- Caregiver education, counseling, support groups
- Provides training opportunities and technical assistance

Senior Community Service Employment Program

Provides employment training and work experience to adults over 55 who are economically disadvantaged.

- Job search and job keeping skills
- Employment Readiness Training
- Special Skills Training (computer, CNA, etc...)
- Job Placement Assistance
- Supportive Counseling

Health Promotion, Disease Prevention

The purpose of this service is to support older adults in maintaining optimal physical, mental and emotional health.

- Evidenced Based Health Promotion Programs
 - Chronic Disease Self Management Program (CDSMP)
 - Arthritis Exercise Program
- Coordination, administration of regional Health Promotion activities
- Administration and management of Health Promotion funding

NC Senior Tar Heel Legislature

- Assesses the legislative needs of older adults by convening a forum modeled on the General Assembly.
- Provides information and education to Senior Citizens on the legislative process.
- Promotes citizen involvement and advocacy concerning aging issues
- Each county has a Senior Tar Heel Delegate and Alternate. The Tar Heel Legislature meets three times a year, usually in Raleigh, NC.

Area Plan

The Area Plan is developed by the Area Agency on Aging to outline the priority initiatives to be addressed within the region for a multi-year time period. The Plan is submitted to the state's North Carolina Division of Aging and Adult Services. The Area Agency on Aging staff identifies those priorities that most impact the region in conjunction with local planning committees and the Advisory Council on Aging and develops strategies for addressing the priorities.

The Area Plan also incorporates the Home and Community Care Block Grant Funding Plan for each county which defines the services, providers, units, and unit costs for priority services to be provided in each of the four counties. The Funding Plan also includes the assurances and commitments of compliance for all regulations associated with the Home and Community Care Block Grant.

Land of Sky Regional Council

339 New Leicester Hwy., Suite 140, Asheville, NC 28806

Phone: 828-251-6622 Fax: 828-251-6353

Website: www.landofsky.org



Aging and Volunteer Services

The Area Agency on Aging is a leader and catalyst in helping older adults lead more independent, vibrant lives. Part of a national network of aging agencies established by the Older Americans Act, we work to strengthen home and community care for older adults and caregivers.

<p>LeeAnne Tucker – ext. 115 Director of Aging and Volunteer Programs leeanne@landofsky.org</p>	<p>Directs the Council's Aging and Volunteer Services Programs. Develops multi-year Area Plan in cooperation with the counties. Assists counties in recommending use of Home and Community Care Block Grant funds, resource development and coordinating services. Staffs regional Aging Advisory Council, Volunteer Services Advisory Council, and Senior Tar Heel Delegate/Alternate efforts.</p>
<p>Carol McLimans – ext. 119 Family Caregiver Specialist carol@landofsky.org</p> <p>Pat Hilgendorf Caregiver Program Associate patricia.hilgendorf@gmail.com</p>	<p>Develops and implements the Area Agency on Aging's Caregiver Support Program; assess the need for expansion of existing services and initiate new ones working in partnership with local agencies. Provides information and assistance to family caregivers and helps them identify needs and access services.</p>
<p>Ruth Price – ext. 122 Lead Regional Ombudsman ruth@landofsky.org</p> <p>Julia Gibson – ext. 109 Regional Ombudsman julie@landofsky.org</p> <p>Nancy Smith-Hunnicuttt – ext. 112 Regional Ombudsman nancysh@landofsky.org</p>	<p>Advocates for residents living in nursing and adult care homes; complaint resolution, updates and publishes the <i>Long-Term Care Housing Directory</i>, provides orientation, on-going training, and technical assistance to county based nursing and adult care home committees of volunteers. Provides community education.</p>
<p>John Connell – ext. 108 Senior Community Service Employment Program Coordinator john@landofsky.org</p>	<p>Administers the Senior Community Service Employment Program (SCSEP); recruits, certifies, orients and assesses enrollees and host agencies to aid participants in finding employment. Works with low-income older adults to help them obtain suitable employment through the SCSEP. Teach job seeking skills and seeks unsubsidized employment prospects for enrollees.</p>
<p>Sherry Christenson – ext. 114 Aging Program Specialist, Contracts, Monitoring, ARMS sherry@landofsky.org</p>	<p>Provides technical assistance and support needed to service providers in order to ensure compliance with Federal and State funding regulations. Coordinates informational and training meetings for agencies that provide services to older adults. Administers HCCBG contracts and monitoring. Provides technical assistance concerning ARMS to Home and Community Care Block Grant and Family Caregiver providers in relation to data entry and client service use tracking.</p>
<p>Stephanie Stewart – ext. 117 Aging Program Specialist, Health Promotion & Disease Prevention, Senior Centers stephanie@landofsky.org</p>	<p>Coordinates health promotion and disease prevention funding and programming. Programs include (but not limited to) Living Healthy with a Chronic Condition or Diabetes, WNC Fall Prevention, Matter of Balance, and Active Aging Week. Provides technical assistance and support to Senior Centers.</p>
<p>Nancy Hogan – ext. 111 Project C.A.R.E. Family Consultant – WNC nancy@landofsky.org</p>	<p>Supportive resource for Project C.A.R.E. concerning questions or issues that may arise regarding program eligibility, appropriate options for resolving and mediating family issues, and communication with multiple respite service providers.</p>

<p>Linda Kendall Fields Aging and Disabilities Program Specialist lkfields17@gmail.com</p> <p>Rebecca Chaplin Aging and Disability Program Associate rebecca@landofsky.org</p>	<p>Coordinates the CRC Leadership Team, monthly meetings to guide CRC activities, and quarterly community educational meetings located in each of the regions four counties. Increase the knowledge between agencies and consumers/families about services in the region. Chair of the Aging Coordinating Consortium Planning Committee (ACC). Coordinates the development of the Buncombe County Aging Plan and organizes the implementation workgroups.</p>
<p>Janice Payne – ext. 107 Aging and Volunteer Services Project Assistant janice@landofsky.org</p>	<p>Assists Aging and Volunteer Services staff by providing administrative and clerical support for programs and special events, tracks and analyzes volunteer accomplishments, assists in numerous federal reports and evaluations, maintains volunteer records, assists in trainings, enters data, & coordinates newsletter mailings.</p>
<p>The Volunteer Services Department involves, empowers, and enriches the lives of volunteers and those they serve within the community. We connect adults with the people and organizations that need them most. Become a mentor, coach, or companion to people in need, or contribute your job skills and expertise to community projects and organizations.</p>	
<p>LeeAnne Tucker – ext. 115 Director of Aging and Volunteer Programs leeanne@landofsky.org</p>	<p>Directs the Council's Aging and Volunteer Services Programs. Develops multi-year Area Plan in cooperation with the counties. Assists counties in recommending use of Home and Community Care Block Grant funds, resource development and coordinating services. Administers Retired and Senior Volunteer Program (RSVP), Senior Companion Program (SCP), and Foster Grandparent Program (FGP) including supervision of program staff, grants management program evaluation, and fiscal management. Staffs regional Aging Advisory Council, Volunteer Services Advisory Council and Senior Tar Heel Delegate/Alternate efforts.</p>
<p>Stacy Friesland – ext. 132 Foster Grandparent Program Manager stacy@landofsky.org</p>	<p>Oversees management of the Foster Grandparent Program. Recruits low-income senior volunteers to assist at-risk children. Coordinates stipend pay and supervision of volunteers with public-non-profit agencies where volunteers are assigned in Buncombe, Henderson, Madison and Transylvania counties. Develops on-going training and recognition for volunteers, new station placements, and promotional and public relations for the program.</p>
<p>Vicki Jennings – ext. 126 Senior Companion Program Manager vicki@landofsky.org</p>	<p>Oversees management of the Senior Companion Program. Recruits low-income senior volunteers to help adults who need assistance to remain independent. Coordinates stipend pay and supervision of volunteers with public-non-profit agencies where volunteers are assigned in Buncombe, Henderson, Madison and Transylvania counties. Develops on-going training and recognition for volunteers, new station placements, and promotional and public relations for the program.</p>
<p>Ann Whisenhunt – ext. 127 Retired & Senior Volunteer Program Lead Coordinator ann@landofsky.org</p> <p>John Connell – ext. 108 RSVP Program Specialist john@landofsky.org</p>	<p>Oversees management of the Retired & Senior Volunteer Program. Recruits and assigns volunteers age 55 and older to partnering local governments and non-profit organizations in Buncombe County, Madison County, Henderson County, and Transylvania County.</p>
<p>Janice Payne – ext. 107 Aging and Volunteer Services Project Assistant janice@landofsky.org</p>	<p>Assists Aging and Volunteer Services staff by providing administrative and clerical support for programs and special events, tracks and analyzes volunteer accomplishments, assists in numerous federal reports and evaluations, maintains volunteer records, assists in trainings, enters data, & coordinates newsletter mailings.</p>



III. HCCBG Service Descriptions & Reports

Home & Community Care Block Grant Service Descriptions

A. Adult Day Care

Provides an organized program of services during the day in a community group setting for the purpose of supporting the personal independence of older adults and promoting their social, physical, and emotional well-being. Services must include a variety of program activities designed to meet the individual needs and interests of the participants, and referral to and assistance in using community resources. Also included are medical examinations required for individual participants for admission to day care services and thereafter when no otherwise available without cost, and food and food services to provide a nutritional meal and snacks as appropriate. Transportation to and from the service facility may also be provided or arranged when needed and not otherwise available within the geographical area specified by the Adult Day Care Program. Services must be provided in a home or center certified to meet State Standards for Adult Day Care programs.

B. Adult Day Health Care

Provides an organized program of services during the day in a community group setting for the purpose of supporting older adults' personal independence, and promoting social, physical, and emotional well-being. Services must include health care services and a variety of program activities designed to meet the individual needs and interests of the participants, and referral to and assistant in using appropriate community resources. Also included are food and food services to provide a nutritional meal and snacks as appropriate to the program. Transportation to and from the service facility is provided or arranged for when needed and not otherwise available within the geographical area specified by the Adult Day Health Program.

C. Care Management

Provides professional assistance for older adults with complex care needs and/or their families in accessing, arranging and coordinating the package of services needed to enable the older adult to remain at home.

D. Congregate Nutrition

The provision of a meal in a group setting that provides 1/3 of the Recommended Daily Dietary Allowance.

E. Consumer-Directed Support

An option for people who need assistance to stay within their own homes and community, and who typically receive services through: Disability Service Providers, Mental Health Service Providers, Social Service Agencies, Long-Term Care Agencies, Aging Services (to name a few) This service offers people choice and control over the type of services received, and when, where, and by whom those services are delivered. When the

principles of consumer-directed supports are put into practice as features within service delivery, the individual is given as much choice and control as possible. This control allows participants to achieve goals and meet needs while using public funds responsibly and with accountability. These principles acknowledge, respect, and recognize individuals' capabilities, autonomy, personal rights, independence, need for control of supports to facilitate quality outcomes in their lives. Consumer-directed supports are often talked about or heard by other names. When people say "self-directed" or "self-determination" or "participant-directed", there are common connections.

F. Group Respite

The provision of respite care in a safe setting where caregivers can take care recipients who do not require personal (hands on) care to get a break from their caregiving responsibilities. The program operates on a scheduled basis for a period of less than 6 hours a day. This service provides caregivers and care recipients with social opportunities, activities, information about community resources, and/or other services. Group respite services are sometimes called "Caregiver's Day Out".

G. Health Promotion and Disease Prevention

Provision of allowable services which promote the health and wellness of eligible older adults.

H. Health Screening

General medical testing, screening and referral for the purpose of promoting the early detection and prevention of health problems in older adults.

I. Home Delivered Meals

The provision of a home delivered meal that provides 1/3 of the Recommended Daily Dietary Allowance to a home-bound older adult.

J. Skilled Home (Health) Care

Skilled health care prescribed by a physician which is provided in the home of an older adult in need of medical care. Allowable services include: skilled nursing; physical, occupations, and/or speech therapy; medical social services and nutrition care.

K. Housing and Home Improvement

A service which assists older adults with obtaining or retaining adequate housing and basic furnishings. Types of assistance provided may include: providing information regarding housing/housing with services options available; methods of alternative housing/housing with services options; helping to improve landlord-tenant relations; identifying substandard housing securing correction of housing code violations; assisting with finding and relocating to alternative housing; and providing labor and/or materials for

minor renovations and/or repair of dwellings to remedy conditions which create a risk to the personal health and safety of older adults.

L. Information and Case Assistance

A service which assists older adults, their families and others acting on behalf of older adults, in their efforts to assist older persons with obtaining appropriate services to meet their needs.

M. In-Home Aide

The provision of paraprofessional services which assist functionally impaired older adults and/or their families with essential home management, personal care, and/or supervision necessary to enable the older adult to remain at home as long as possible.

N. Institutional Respite Care

The temporary placement of an older adult who requires constant care and/or supervision out of his/her home to provide their unpaid, primary caregiver relief from caregiving responsibilities.

O. Mental Health Counseling

A service which incorporates care consultation, evaluation, and outpatient treatment to older adults who are experiencing mental health problems.

P. Senior Companion

A part-time, stipend, volunteer opportunity for low-income persons, 60 years of age or older, who are interested in community service. Senior Companions provide support, task assistance and/or companionship to adults with exceptional needs (i.e. developmental disabilities, functional impairments, or persons who have other special needs for companionship).

Q. Senior Center Operations

Operation of a multipurpose senior center includes the provision of a broad spectrum of services and activities for older adults. The primary objectives of a multipurpose senior center are: the centralized provision of services which address the special needs of older adults; opportunities for older adults to become more involved in the community; and the prevention of loneliness and premature institutionalized by promoting person independence and wellness.

R. Transportation

A service which provides travel to and/or from community resources such as medical appointments and nutrition sites or other designated areas for older adults needing access to services and activities necessary for daily living.

S. Volunteer Program Development

Volunteer Program Development is the development of a systematic process of utilizing volunteers of all ages to support community services for older adults. Volunteer Program Development may be provided in any of the following locations:

1. designated community facilities accessible to older adults;
2. home of an older adult;
3. program settings accessible to older adults.