

**Alzheimer's Disease and Related Disorders Commission**  
**Department for Aging and Rehabilitative Services**  
**8004 Franklin Farm Drive, Henrico VA 23229**  
**June 14, 2022**  
**MEETING MINUTES**

**Members Present**

Laura Bowser, Chair  
Karen Darner  
Karen Garner  
Destinee Levere  
Carol Manning  
Lana Sargent  
Margie Shaver  
Pamela Teaster  
Ishan Williams

**Members Participating Electronically**

Sheriff Vanessa Crawford, for personal reasons under Permission #2.  
Travonia Brown-Hughes, under Permission #1 for a disability or medical condition.  
Kim Kutner, under Permission #1.  
Rick Jackson, under permission #1.

**Guests**

Josh Myers, Alzheimer's Assn.  
Annie Rhodes, VCU  
Faika Zanjani, VCU

**Staff**

Marcia DuBois, Deputy Commissioner,  
Division for Community Living  
Kathy Miller, Director of Aging Programs  
(Zoom)  
George Worthington, Dementia Services  
Coordinator  
John Carpenter, Director of Admin  
Cecily Slasor, Administrative Support

<b>Agenda Items</b>	<b>Speaker</b>
<b>Welcome and Introductions of Members and Guests</b> Chair Laura Bowser opened the meeting at 10:00. Ms. Bowser announced members who are participating electronically and where they are joining from. <ol style="list-style-type: none"><li>1) Sheriff Vanessa Crawford for personal reasons under Permission #2. She will be participating from 8 Courthouse Ave., Petersburg, Va. 23803.</li><li>2) Travonia Brown-Hughes, under Permission #1 for a disability, medical condition or caregiving obligation. She will be participating from 150 Patriots Walke Drive, Suffolk, VA 23434.</li></ol>	<b>Laura Bowser, Chair</b>

<p>3) Kim Kutner, under Permission #1 for a disability, medical condition or caregiving obligation. She will be participating from 109 Thomas Cartwright, Williamsburg, VA 23185.</p> <p>4) Rick Jackson, under Permission #1 for a disability, medical condition or caregiving obligation. He will be participating from 209 Yorkshire Drive, Williamsburg, VA 23185.</p> <p>Ms. Bowser told members that these members would have to be voted in to the meeting. There were no objections and the members joining electronically were permitted to participate fully.</p> <p>Chair Bowser welcomed members and asked them to introduce themselves. Following introductions, Ms. Bowser reviewed the purpose of the Commission.</p>	
<p><b>Review and Adopt Meeting Agenda</b>  <i>Action Item: Approve Agenda</i>  Ms. Bowser asked whether there were any changes to the agenda. Seeing none, Karen Garner moved to approve agenda and Karen Darner seconded the motion. The agenda was adopted as presented.  A roll call vote was taken.  Laura Bowser - Aye  Vanessa Crawford - Aye  Karen Darner - Aye  Karen Garner - Aye  Rick Jackson - Aye  Kim Kutner - Aye  Destinee Levere - Aye  Carol Manning - Aye  Lana Sargent - Aye  Margie Shaver - Aye  Pam Teaster - Aye  Ishan Williams - Aye</p> <p>The agenda was adopted as presented.</p>	<p><b>Laura Bowser, Chair</b></p>
<p><b>Review and Approval of March 8, 2022 Minutes</b>  <i>Action: Adopt Minutes</i>  Ms. Bowser asked members to review the minutes from the previous meeting and to offer any changes. There was one change, to remove Margie Shaver from the Data and Research Workgroup. There were no</p>	<p><b>Laura Bowser, Chair</b></p>

<p>other edits proposed for the minutes so Ms. Bowser declared the minutes approved as amended.</p>	
<p><b>Public Comment Period</b> There were no public comments.</p>	<p><b>Laura Bowser</b></p>
<p><b>Division for Community Living Report</b> Ms. Dubois provided an update on DARS and the Division for Community Living. DARS has issued a new publication, Caregiver Resource Guide, in collaboration with the Virginia Caregiver Coalition. The Guide is available to download <a href="#">here</a>. This spring, Bingocize® held its first quarterly meeting of 2022 for all Bingocize® Facilitators across the United States. Some of the items discussed were falls prevention prizes, Bingocize® online training, and the Delivery fidelity procedure. Andi Platea, Prevention Programs Coordinator, and her team of local falls prevention coordinators were specifically thanked for their contributions to the updated fidelity procedure. Additionally, Susan Bettis, Evidence-Based Program Specialist at Senior Services of Southeastern Virginia (SSSEVA) and Bingocize® expert, was asked to give a mini-presentation of helpful tips that she and Mary Noonan, Evidence-Based Program Supervisor, have used to implement over 100 Bingocize® workshops over a two-year span. On June 1st DARS team members including Sara Link and Sara Stowe (No Wrong Door--NWD), Paula Martin (Virginia Assistive Technology System – VATS) and Betsy Civilette (Communications) visited Sheltering Arms Institute (SAI) to tour their new facility and community room. In 2020 SAI joined NWD as a partner organization that has since resulted in a collaboration being formed between NWD, SAI and VATS. SAI is a 114-bed inpatient rehabilitation hospital serving individuals with severe and complex cases of stroke, traumatic brain injury, and spinal cord injuries, just to name a few. This collaboration allows SAI to feature a variety of assistive technologies in a designated space called the My Life Room. The My Life Room houses a number of assistive technologies from the Social Health Kit developed by the NWD and VATS teams. SAI staff were trained by VATS on the assistive technologies and patients make appointments with a staff member to explore these devices to assist in making daily life easier as they transition back home.  NWD Director, Sara Link, presented information to the Enabling Technology Affinity Group, a national group of state leads, about Virginia’s collaboration between NWD and VATS. Over the past few years, VATS and NWD have expanded their partnership to offer several assistive technology (AT) kits targeted at NWD partners including</p>	<p><b>Marcia DuBois</b></p>

statewide Area Agencies on Aging (AAAs) and Centers for Independent Living (CILs). VATS and NWD developed three (3) AT kits to meet the unique needs of older adults and Virginians with disabilities. These kits include: Emergency Preparedness, Social Health and Training. VATS and NWD partners are making these practical, accessible, and affordable AT solutions readily available for Virginians in need. VATS has been providing two types of consultations. One, for Vaccine Access, is helping Virginians locate COVID-19 vaccines, and also any supports needed to access vaccination sites such as walkers, wheelchairs, and comfort items such as robotic pets. The second consultation is focused on how to choose the right assistive technology for you or your loved one. Both consultations are conducted by a trained assistive technology specialist.

On June 8, 2022, DARS' Senior and Farmers' Market Nutrition Program (S/FMNP) participated as a member of the Virginia Fresh Match advisory team. The advisory team is made up of a core group of stakeholders, including:

- People living with low income & low access
- Local farmers
- Partner outlets (farmers' market managers, grocery & farm outlet operators)
- Government agencies (Department of Social Services, Aging, Health, Agriculture)
- State Food Access Partners
- Regional food system organizations

The advisory team engages in statewide food access initiatives and policy issues on a quarterly basis. The leadership is shared by organizations across the Commonwealth pursuing a common vision of food security for all. This network is committed to responsive action rooted in the changing needs of our community partners and operates at the national, state, regional, and community levels, with an emphasis on cross-sector communication, collaborative work, and minimizing redundant efforts.

DARS' DCL- Office for Aging Services' nutrition program facilitated an Assistive Technology presentation for the Area Agency on Aging (AAA) Nutrition Directors on Tuesday May 31, 2022. Nikki Dean from Piedmont Senior Resources (PSR), presented her innovative virtual technology platform. Nikki was recently honored by the federal Administration for Community Living (ACL) for fostering creative approaches to senior nutrition program activities that lead to positive outcomes for participants. With the purchase of 25 tablets, PSR was able to further enhance its virtual programming. What started with one activity, Conference Call Bingo, has since blossomed into virtual bingo using Zoom, tai chi exercise,

<p>Bingocize®, crafts, guest speakers, and a new monthly virtual activity schedule. All of these activities reduce social isolation and engage older adults in new ways.</p> <p>Carrie Stallard from Mountain Empire Older Citizens (MEOC) presented about the successes her AAA has seen since the implementation of virtual programming to combat social isolation. What started out of necessity during the pandemic is now morphing into a hybrid model that continues to connect older adults to technology via Birdsong tablets. MEOC surveyed its congregate meal participants prior to offering the virtual programming. What was gleaned from the surveys included:</p> <ul style="list-style-type: none"> <li>• Older adults who do not have access to the internet – 51%</li> <li>• Older adults who do not have a device that can access the internet – 30% (includes computers, tablets, or smartphones)</li> <li>• Older adults who have never been online – 36%</li> <li>• Older adults who have never signed up for or researched benefits online – 98%</li> <li>• Older adults who would take an online class/course if it was available – 72%</li> <li>• Older adults who live alone or feel isolated – 57%</li> </ul> <p>From these results, MEOC created 5 goals for this virtual programming:</p> <ol style="list-style-type: none"> <li>1. Socialization</li> <li>2. Engagement</li> <li>3. Exercise</li> <li>4. Education</li> <li>5. Recreation</li> </ol> <p>Following the implementation of the virtual programming, the positive impacts on the community include:</p> <ul style="list-style-type: none"> <li>• Virtual Programming has provided a high return on investment.</li> <li>• Older adults who participate in the program are teaching others in the community how to use technology.</li> <li>• Increased interest in continuing education opportunities.</li> <li>• Learning a new language has health benefits and provides a connection to non-English speaking residents.</li> <li>• Improved self-confidence increases the number of older adults who take on leadership roles in the community and participation in civic organizations</li> </ul>	
<p><b>Workgroup &amp; Committee Reports</b></p> <p><b>Dementia State Plan Committee</b>  <i>Action Item: Approve initial plans for a Dementia Summit</i>  Margie Shaver, <i>chair</i></p>	<p><b>Margie Shaver, DSP Committee</b></p>

<p><i>The Dementia State Plan workgroup met on April 26,2022 to begin the work of updating the Dementia State Plan for 2023-2026.</i></p> <p>Workgroup members discussed</p> <ul style="list-style-type: none"> <li>• the draft outline and timeline for updating the State Plan</li> <li>• how best to obtain public input and feedback into the Plan</li> <li>• Members were enthusiastic about the possibility of holding a <b>Virginia Dementia Summit</b> in 2023 <ul style="list-style-type: none"> <li>○ The summit would have a few specific goals: <ul style="list-style-type: none"> <li>▪ Engage a broad range of stakeholders into the Plan's development</li> <li>▪ Raise awareness and promote a sense of ownership of the Plan</li> <li>▪ Incorporate latest developments and research into the Dementia State Plan</li> <li>▪ Provide a networking opportunity</li> <li>▪ Encourage advocacy for the Plan</li> </ul> </li> <li>○ Members discussed ways of ensuring widespread participation such as supporting travel from SW Virginia</li> </ul> </li> <li>• Members discussed other ways of harnessing community input including: <ul style="list-style-type: none"> <li>○ Virtual follow/up from the Summit and/or Town Halls</li> <li>○ Posted public comment period on the draft Plan</li> <li>○ Utilize presentations of the BRFSS data as a way to elicit community feedback</li> </ul> </li> </ul> <p><b>Action item: Approve initial plans for the Dementia Summit</b></p> <p>Ms. Shaver made a motion to begin promoting and marketing the Dementia Summit. Vanessa Crawford seconded the motion.</p> <p>Mr. Worthington held a roll call vote on beginning the promotion of the summit.</p> <p>Laura Bowser - Aye  Vanessa Crawford - Aye  Karen Darner - Aye  Karen Garner - Aye  Rick Jackson - Aye  Kim Kutner - Aye  Destinee Levere - Aye</p>	<p><b>Kim Kutner, Training Workgroup</b></p> <p><b>Ishan Williams, Coordinated Care Workgroup</b></p> <p><b>Lana Sargent, Data &amp; Research Workgroup</b></p>
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Carol Manning - Aye  
Lana Sargent - Aye  
Margie Shaver - Aye  
Pam Teaster - Aye  
Ishan Williams - Aye  
The motion passed.

**Proposal:** The Workgroup has discussed a Dementia Summit that would form a pre-session for the 2023 Virginia Governor's Conference on Aging, which will be held at the Richmond Marriott on May 9 and 10.

- Summit to be held Monday, May 8, 2023
- Initial budget is roughly \$41,000:
  - Food and beverage for 250 attendees: \$26,000
  - Audiovisual services: \$10,000
  - Materials—copies and handouts \$5,000
- Costs can be at least partially met with support from VDH Bold Grant—amount will be clearer in October
- Sponsorship opportunities should defray the balance
- There will be no cost to attend the Summit

Would like approval from the Commission to begin marketing the Summit and seeking sponsorship.

The Dementia Summit Subcommittee will be holding its first meeting this afternoon with initial goals of creating a save the date for the event, identifying key stakeholders to personally invite, and to work on the Summit program.

### **Training Workgroup**

Kim Kutner, *Chair*

The Training workgroup met on April 15, 2022 to discuss accomplishments under Goals 3 of the

Dementia State Plan and to plan workgroup activities for 2022/2023.

Several accomplishments under the Dementia State Plan were discussed:

Goal 3: Increase awareness and create dementia-specific training

- ☐ More than 650 Dementia Friends champions trained
- ☐ More than 100 people completed AAA dementia-capability trainings
- ☐ More than 100 people attended dementia capability presentations or trainings

- 220 people attended dementia capability training for first responders by DARS, plus many more trained through dementia friendly community initiatives
- Dementia Friendly @ Work trainings conducted by dementia friendly community initiatives
- Developed Primary Care Dementia Toolkit to help support early detection and diagnosis of cognitive impairment

Possible activities for the workgroup were discussed including:

- Identifying pilot sites for the Primary Care Dementia Toolkit
- Developing a training module to help practices utilize the Primary Care Dementia Toolkit effectively
- Develop an evaluation tool (e.g., quarterly survey) to examine the utility and effectiveness of the Primary Care Dementia Toolkit

Members agreed that these would be worthwhile to pursue over the next several months.

Another area for work on the horizon is to develop a dementia microlearning module for Adult Protective Services staff. This could be incorporated into the no-cost extension period of an existing federal grant to DARS for Adult Protective Services.

### **Coordinated Care Workgroup**

Ishan Williams, *Chair*

*The Coordinated Care workgroup met on April 13, 2022 to discuss accomplishments under Goals 1 and 4 of the Dementia State Plan and to plan workgroup activities for 2022/2023.*

Several accomplishments under the Dementia State Plan were discussed:

Goal 1: Coordinate quality dementia services in the Commonwealth to ensure dementia capability

- 40+ of Commission and workgroup/committee meetings
- 1 new interdisciplinary memory clinic identified
- More than 6,500 people attended a Dementia Friends information session
- 9 new dementia friendly communities joined the national network
- Continued to support dementia capable training at AAAs
- 2 dementia capability for ID/D trainings delivered
- Veteran specific outreach – work with DVS ongoing
- Dementia Capable Virginia webpage



Goal 4: Provide access to quality coordinated care for individuals with dementia in the most integrated setting

- *Dementia Road Map*
- Funding for Dementia Care Management at UVA: increased to \$262,500 for SFY23 to serve 88 families
- Dementia safety information toolkit
- Dealing with Dementia program embedded at agencies in several areas of the state (VCOA GTE Grant)

Possible activities for the workgroup were discussed including:

- Creating a series of webinars or microlearning modules based on the *Dementia Road Map*
- Create a plan for consumer outreach opportunities regarding existing dementia resources and services
- Dissemination opportunities for exiting resources – the group came up with many suggestions including prioritizing hard copies of the *Dementia Road Map* for underserved communities.

### **Data & Research Workgroup**

Lana Sargent, *Chair*

*The Data and Research workgroup met on April 8 and June 3 to review accomplishments under Goal 2 of the Dementia State Plan, discuss the forthcoming survey of dementia researchers, and develop ideas for the workgroup to focus on.*

Members discussed accomplishments under Goals 2 and 5 of the Dementia State Plan. These included:

Goal 2: Use dementia-related data to improve public health outcomes

- Regularly updating data from sources such as the Centers for Medicare and Medicaid, the Alzheimer's Association and the Centers for Disease Control and Prevention, and making these accessible to the public
- Including the BRFSS optional cognitive decline and caregiver modules in 2019
- Reviewing data sources covering dementia in Virginia, building on the report of 2014
- Recommendation 2.B of the Dementia State Plan is being partially addressed through the BOLD Act grant activities undertaken by the

Virginia Department of Health in partnership with DARS and the Alzheimer's Association

- Ongoing work on journal articles covering Virginia's BRFSS data from the cognitive decline and caregiving modules
- Administration for Community Living grantee, the Richmond Brain Health Initiative, is working on the development of a statewide registry (similar to North Carolina's) whose goal will be to be able to identify hotspots and perhaps include bioinformatics
- Maintaining Alzpossible.org

Goal 5: Expand resources for dementia-specific translational research and evidence-based practices.

- Alzheimer's and Related Disorders Research Award Fund (ARDRAF) program

The Workgroup has been working on a survey of Virginia dementia-related researchers that will be distributed initially to identified researchers, including the participants of the 2014 Dementia State Plan research focus groups. The survey is intended to be a needs assessment tool that addresses:

- Hurdles to implementing research projects
- Whether IRB guidelines or education for dementia-related research are needed
- Interest in a future Virginia Dementia Research Forum, and what that might look like
- Interest in a community of Virginia dementia-related researchers, and what that might entail
- Feedback on the current recommendations of Goal 5 of the Dementia State Plan

<p><b>ADRDC Electronic Meeting Policy Revision</b>  <i>Action Item: Adopt revised EMP</i>  Mr. Worthington reported on revisions of the electronic meeting policy for the commission.</p> <p>There are now four options for board members to participate electronically.</p> <p>#1 is due to a disability or medical condition.  #2 is due to caregiving obligations.  #3 is due to a members principal residence being more than 60 miles distance from the meeting location.  #4 is due to personal matters.  Condition #4 can only be used twice per year.  Electronic meeting during a state of emergency is now explicitly included.  The Commission is also permitted to hold all-virtual meetings twice a year, but the meetings cannot be consecutive.  Mr. Worthington suggested that the Commission refrain from scheduling virtual meetings to permit such a meeting to be held if a physical quorum looks unlikely for any meeting. If none has been used, the last meeting of the fiscal year (June meeting) could then be virtual. The policy can be applied to workgroups, but if not, each workgroup will have to adopt its own policy. There was discussion about in-person and virtual meetings, workgroup meetings. Members felt this policy should apply to workgroups.  Carol Manning made a motion to accept the policy changes.  Margie Shaver seconded the motion.</p> <p>Laura Bowser - Aye  Vanessa Crawford - Aye  Karen Darner - Aye  Karen Garner - Aye  Rick Jackson - Aye  Kim Kutner - Aye  Destinee Levere - Aye  Carol Manning - Aye  Lana Sargent - Aye  Margie Shaver - Aye  Pam Teaster - Aye  Ishan Williams - Aye  The motion passed.  This will take effect on September 1, 2022.</p>	<p><b>George Worthington</b></p>
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<p><b>Working Lunch: BOLD Act mini grants</b>  <b><i>VA Alzheimer's Disease and Dementia Registry</i></b>  <b><i>Richmond Brain Health Initiative</i></b></p> <p>Supported by the BOLD Act.  A comprehensive catalog of epidemiological data on brain health and caregiving needs in the Commonwealth. Registries contribute to research, practice and policy formation. Registry outcomes are positive, and they are also cost effective, but dementia registries are underutilized. There are only three other states with dementia registries: Georgia, South Carolina and West Virginia. All three of these states have codified their registries. There are different types of registries.</p> <ul style="list-style-type: none"> <li>➤ Epidemiological registry (state supported) currently 4 in US</li> <li>➤ Research registry</li> <li>➤ Quality of Care registry</li> </ul> <p>Academic medical centers are a good location for a registry. There is a data server, staff.  “Not all registries are created equally so now is the time to be strategic”</p> <p>Dr. Teaster asked if they have a series of talking points to share.  Ms. Rhodes took questions about the registry and shared a pocket guide that has been created with info about the registry. Mr. Worthington will share further materials after the meeting.</p>	<p><b>Annie Rhodes,</b>  <b>VCU</b></p>
<p><b>Future Meeting Dates</b>  September 20, 2022  December 13, 2022</p>	<p><b>Laura Bowser</b></p>
<p><b>New Business</b>  There was no new business.</p>	<p><b>Laura Bowser</b></p>
<p><b>Public Comment Period</b>  There were no public comments.</p>	<p><b>Laura Bowser</b></p>
<p><b>Adjournment</b>  Laura Bowser adjourned the meeting at 12:45 pm</p>	<p><b>Laura Bowser</b></p>