

DANE COUNTY AREA AGENCY ON AGING BOARD
ACCESS COMMITTEE
JOB DESCRIPTION

The AAA Board Chair shall appoint all members of the Access Committee. At-large member appointments must be approved by the full AAA Board. At least two (2) members of the Committee shall be members of the AAA Board. All Committee members must be residents of Dane County, and a majority of the Committee must be 60 years of age or older. Committee members shall serve 3-year terms. A Chair and Vice-Chair shall be elected by the Committee and have voting rights.

The Access Committee establishes the procedures and guidelines on issues of access such as elder abuse and neglect, case management, transportation, benefits counseling, and caregiver issues. Recommendations and position statements of the Access Committee shall be submitted to the full AAA Board for further action. The Access Committee shall:

1. Perform studies and develop issue papers; and make recommendations on prevention and other issues and trends related to older adults.
2. Develop, review, and update minimum standards for all case managers serving older adults.
3. Research, review, and update the case management formula on factors and weights considered to be primary indicators of greatest economic and social issues of elderly persons.
4. Advocate for older adults, including those with disabilities, to enable them to maintain full potential, enhance quality of life, and affirm the dignity and value of older adults by supporting their choices for living in their own community.
5. Oversee senior service programs funded by AAA to include Alcohol & Other Drug Services for Older Adults Program, Cultural Diversity Program, Elder Benefit Specialist Program, Grandparents & Other Relatives as Parents Caregiver Program, National Family Caregiver Support Program, and Volunteer Programs and receive periodic reports.
6. Oversee grant-funded programs administered by AAA, to include Medicare Improvements for Patients & Providers Act (MIPPA) and State Health Insurance Assistance Program (SHIP) and receive periodic reports.
7. Advocate for the Elder Abuse Program, Senior Transportation Services, and Victims of Crime Advocates Program and receive periodic reports from staff.
8. Participate in activities of ADRC and other committees and groups working toward common goals.
9. Conduct listening sessions at various sites in Dane County to ascertain needs of focal points and seniors specific to each area.
10. Conduct listening sessions with various service providers to ascertain issues affecting older adults.
11. Regularly monitor growth and trends in aging population statistics.
12. Review committee description annually.

Approved as amended: 5/24/05

Approved by Access Committee: 4/23/13, 11/3/14 and 11/30/15

Approved by AAA Board: 11/12/13, 12/1/14, and _____