

**CALIFORNIA HEALTH AND HUMAN SERVICES (CHHS) AGENCY  
Master Plan for Aging Stakeholder Advisory Committee  
Long-Term Services and Supports Subcommittee Charter**

*October 24, 2019 DRAFT*

**Purpose:**

On June 10, 2019, Governor Gavin Newsom issued Executive Order [N-14-19](#) calling for the creation of a Master Plan for Aging (MPA) to be developed by October 1, 2020. The purpose of the MPA is to provide a blueprint for state government, local government, private sector, and philanthropy to implement strategies and partnerships that promote aging with choice, dignity, and health in the community, thus building an age-friendly State for all Californians. The purpose of the Stakeholder Advisory Committee (SAC) Long-Term Services and Supports (LTSS) Subcommittee is to provide advice and input to the SAC and the Administration, as outlined below.

**Objectives:**

The objectives of the LTSS Subcommittee are:

1. Advise the SAC and the Administration on the development of the Master Plan for Aging, including approaches to providing and funding a range of LTSS, as well as a robust and data-driven approach to quality.
2. By March 1, 2020, present a report to the SAC on, but not limited to the following:
  - a. The growth and sustainability of state programs and infrastructure for LTSS, including In-Home Supportive Services (IHSS);
  - b. An examination of access to LTSS, financing for LTSS and the quality of LTSS provided in a variety of settings;
  - c. An examination of the impact of program instability and other factors on labor supply and retention of the workforce providing LTSS; and

- d. Recommendations to strengthen and stabilize LTSS for the future, including IHSS, as a foundation for implementing the Master Plan for Aging.

For purposes of this Subcommittee report, LTSS includes institutional and home and community-based care, as well as information and referral systems.

3. The Subcommittee report shall include short and long-term options, innovations, and recommendations in the following areas, and shall include any available information on the number of individuals potentially affected, and state and local fiscal impacts:
  - a. IHSS eligibility and assessment;
  - b. IHSS workforce;
  - c. Informal/Family caregiver support;
  - d. Other home- and community-based services programs, including Medi-Cal programs that provide LTSS, in coordination with CalAIM;
  - e. State, regional, and local Information and Referral Systems;
  - f. LTSS financing options for Californians not eligible for Medi-Cal, based on information available at the time of the March 2020 report;
  - g. Alternative arrangements for LTSS, given housing affordability issues; and
  - h. Long-term care institutions, including skilled nursing facilities, as well as residential care facilities for the elderly.
4. The final recommendations in the Subcommittee report will be based on the consensus of the Subcommittee.
5. The Subcommittee report will be reviewed by the SAC and its contents may be modified by the SAC in its subsequent submission to the Governor by March 31, 2020.
6. The Administration will provide technical assistance to the Subcommittee in the preparation of the report, based on currently available data and staffing resources.
7. To the extent possible, the SAC Research Subcommittee will provide technical support to the LTSS Subcommittee.

## **Membership:**

Members of the Subcommittee are appointed by the CHHS Agency. Membership reflects a broad array of Californians with an interest in building an age-friendly California and expertise in LTSS, and/or who are LTSS consumers or providers, and including both older adults and people with disabilities. The Subcommittee size will be limited to ensure a productive discussion environment.

## **Guiding Principles:**

1. Subcommittee meetings seek to provide a collegial and open environment to allow for the expression of diverse and innovative points-of-view from all members.
2. Subcommittee meetings aim to support open communication and collaboration between members and the Administration.
3. A person-centered, data-driven approach is encouraged, as reflected in CHHS Agency's [Guiding Principles](#).

## **Operating Principles:**

1. The Subcommittee will be convened in person and via conference call or webinar several times between October 2019 and July 2020.
2. The Subcommittee will be chaired by an Administration representative.
3. Subgroups may be established for specific topic areas.
4. Meeting agendas for each meeting will be prepared and posted by the CHHS Agency. Subcommittee members are encouraged to suggest agenda items.
5. Subcommittee members are expected to actively contribute to the development of the March 2020 report, including development of

options, analysis, and recommendations, and written and oral feedback on draft documents.

6. Regular, consistent attendance at the meetings and active participation of members is key to meeting the Subcommittee objectives. Members are strongly encouraged to participate in-person; for those who cannot attend a meeting, teleconferencing may be provided, depending on meeting facility capabilities. Members are asked to make every effort not to send substitutes, delegates, or proxies to meeting. SAC members should contact the California Department of Aging if this situation arises.
7. The State is not able to pay a per diem nor compensate members for expenses, including travel and related costs to attend meetings.