

Davidson County Planning Committee for Services to the Elderly Annual Planning Calendar

JANUARY	Lead & Responsible Party	<input checked="" type="checkbox"/>
Friday, January 15, 8:30 am DC Planning Committee for Services to the Elderly Mtg. Senior Services, Conference Room B	AAA	<input type="checkbox"/>
Announce committee member re-appointments and introduce any new appointees	Chair	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Review expenditures and consider moving unspent funds.	Chair, Committee, Providers	<input type="checkbox"/>
Develop three ways to advocate for Senior Tarheel Legislature Priorities.	Chair, Committee	<input type="checkbox"/>
Review and discuss goals developed for Planning Committee for the year	Strategic Planning Ad Hoc	<input type="checkbox"/>
FEBRUARY		
Friday, February 19, 8:30 am DC Planning Committee for Services to the Elderly Mtg. Senior Services, Conference Room B	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
MARCH		
Friday, March 18, 8:30 am- DC Planning Committee for Services to the Elderly Mtg. Senior Services, Conference Room B	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Create service priorities for next FY which will drive allocation distribution	PC Committee	<input type="checkbox"/>
Report status of committee goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
March 31 - Allocations, Budgeting, Data presented to County by DAAS	DAAS	<input type="checkbox"/>
March 31 - Chairman of Board of Commissioners notifies Lead Agency.	BOCC	<input type="checkbox"/>
March 31 - April 30- Lead Agency & Planning Committee will submit County Funding plan to County Manager & County Budget Officer	DCSS, Chair	<input type="checkbox"/>

Davidson County Planning Committee for Services to the Elderly Annual Planning Calendar

APRIL		
Friday, April 15, 8:30 am DC Planning Committee for Services to the Elderly Mtg. Senior Services, Conference Room B	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Make recommendations for moving funds (Deadline April 30)	Finance Sub-Committee	<input type="checkbox"/>
April 30 – Final date for Committee to submit plan to County Manager and County Budget Officer	DCSS	<input type="checkbox"/>
April 30 – County Commissioners/Lead Agency, Planning Committee identify Block Grant services to be procured on behalf of the County	BOCC - DCSS	<input type="checkbox"/>
MAY		
Friday, May 20, 8:30 am DC Planning Committee for Services to the Elderly Mtg. Senior Services, Conference Room B	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Report status of committee goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
JUNE		
Friday, June 17, 8:30 am DC Planning Committee for Services to the Elderly Mtg. The Life Center of Davidson County	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Report status of committee goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
June 25 - DAAS issues Notification of Grant Award to the Area Agency on Aging	DAAS	<input type="checkbox"/>
June 30 - Final date for County Funding Plan to be submitted to the Area Agency on Aging as part of the review for compliance with DAAS budgeting requirements	DCSS	<input type="checkbox"/>
June 30 - The Area Agency on Aging enter into grant agreement with the County for provision of aging services specified in the funding plan	AAA – BOCC - DCSS	<input type="checkbox"/>
JULY		
July 31- Area Agency on Aging completes Compliance Review	AAA	<input type="checkbox"/>

Davidson County Planning Committee for Services to the Elderly

Annual Planning Calendar

AUGUST		
Friday, August 19, 8:30 am DC Planning Committee for Services to the Elderly Mtg. The Life Center of Davidson County	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Begin reviewing unmet needs to plan for next annual year goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
Report status of committee goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
Prior to September meeting, email committee members a call for nominations for the offices of Chair and Vice-Chair to be elected at the November meeting.	Membership Sub-Committee Chair	<input type="checkbox"/>
SEPTEMBER		
Friday, September 16, 8:30 am DC Planning Committee for Services to the Elderly Mtg. The Life Center of Davidson County	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Continue committee goal planning for next annual year	Strategic Planning Ad Hoc	<input type="checkbox"/>
OCTOBER		
Friday, October 21, 8:30 am Planning Committee for Services to the Elderly Mtg. The Life Center of Davidson County	AAA	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Review committee membership terms and determine if will re-appoint and/or select potential new members	Membership Sub-Committee	<input type="checkbox"/>
Review Sub-committee members and determine appointee's for coming year	Chair	<input type="checkbox"/>
Prior to November meeting, email committee members a call for nominations for the offices of Chair and Vice-Chair to be elected at the November meeting.	Membership Sub-Committee Chair	<input type="checkbox"/>
Ask Senior Tarheel Legislature Delegate to report Legislative priorities for the upcoming year at the November meeting.	Chair	<input type="checkbox"/>

Davidson County Planning Committee for Services to the Elderly

Annual Planning Calendar

NOVEMBER		
Friday, November 18, 8:30 am DC Planning Committee for Services to the Elderly Mtg. The Life Center of Davidson County	AAA	<input type="checkbox"/>
Conduct elections for the offices of Chairperson and Vice-Chair	Membership Sub-Committee Chair	<input type="checkbox"/>
Appoint sub-committee members (Financial, Membership, and Strategic Planning)	Chair	<input type="checkbox"/>
Review Units of Service Report & Waitlist to ensure spending is on target	Chair, Committee, Providers	<input type="checkbox"/>
Review Senior Tarheel Legislature, Legislative priorities for the upcoming year	STHL Delegate	<input type="checkbox"/>
Final report of committee's current year goals	Strategic Planning Ad Hoc	<input type="checkbox"/>
Recommendation made to the committee with regards to re-appointments and appointments	Membership Sub-Committee Chair	<input type="checkbox"/>
Work with Clerk to the Board of County Commissioners to have appointments/re-appointments placed on an upcoming meeting agenda	Chair, AAA Representative	<input type="checkbox"/>

ON-GOING

HCCBG agencies provide training to new members (within 60 days of the beginning of their term)

Unplanned funding increases/reductions – Finance Sub-Committee will make recommendation(s) to the Planning Committee.
