

GOVERNOR'S COMMISSION ON SENIOR SERVICES

Friday, June 6, 2008 • 10:00 A.M. – 12:00 P.M.

Barbara Roberts DHS Building (RM 166) • 500 Summer Street NE, Salem, Oregon 97301

EXECUTIVE COMMITTEE

MEMBERS PRESENT:

Elaine Barrett
Peggie Beck
Denise Dion

Eunice Dutton
Chuck Frazier
John Helm

Robert Lawrence
Remona Simpson

MEMBERS EXCUSED:

None

GUESTS:

Debbie Bowers
Dolores Raymond
Joan Staley

STAFF PRESENT:

Dawn Rustrum, Coordinator
Becky Murphy, Administrative Staff

AGENDA ITEMS:

Call to Order

- Review and Approval of Agenda
- Review and Approval of Minutes
- Announcements

Planning Days Update

- Finalize Agenda
- Public Forum

Other Items

Planning Days Update (continued)

- Catering and Dinner Updates
- Community Reception
- Other Updates

Discussion Items

- Working Committee Updates
- Budget Update

Other Items (continued)

Adjourn

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CALL TO ORDER

John Helm, Chair, called the meeting to order at approximately 10:19 a.m. (late because of technical difficulties with the conference call system).

Review and Approval of Agenda

Members reviewed the agenda and added two additional items.

Motion: By consensus without objection, the committee approved the agenda with additions.

Vote: 8-0-0-0

Yeas: Beck, Barrett, Dion, Dutton, Frazier, Helm, Lawrence, Simpson

Nays: None

Abstentions: None

Excused: None

Motion carried.

Review and Approval of Minutes

Members reviewed and approved the minutes.

Motion: Eunice Dutton moved that the minutes be approved as written. Remona Simpson seconded the motion.

Vote: 8-0-0-0

Yeas: Beck, Barrett, Dion, Dutton, Frazier, Helm, Lawrence, Simpson

Nays: None

Abstentions: None

Excused: None

Motion carried.

Announcements

- Chuck reported on a community forum about the Oregon Health Fund Board. He felt it was informative with interesting ideas and he plans to submit a liaison report.
- Remona reported the first Oregon Public Guardianship workgroup meets on June 26th, from 1:00-4:00.
- Dawn reported on the receipt of a letter from Barbara Davis who is giving support to Nancy Nesmith as a prospective member.

Action Item: Dawn will check to see if an application has been received and will hold onto this letter for future reference.

PLANNING DAYS UPDATE

Finalize Agenda

The Executive Committee reviewed and approved the draft agendas for Planning Days.

Public Forum

The Executive Committee discussed benefits and challenges of having a public forum while in Astoria. The decision was made to strongly recommend that the commission not move forward with planning a public forum.

Motion: Eunice Dutton made a motion to recommend not including a public forum because of logistical challenges and time constraints. John Helm will send an e-mail to all members before making a final decision. Remona Simpson seconded the motion.

Vote: 8-0-0-0

Yeas: Beck, Barrett, Dion, Dutton, Frazier, Helm, Lawrence, Simpson

Nays: None

Abstentions: None

Excused: None

Motion carried.

OTHER ITEMS

Letters of Support:

Robert reported on an e-mail sent regarding “Thelma’s Place” and a possible letter of endorsement by GCSS for a grant. Questions were asked on the short timeline, the organization not yet having a 501c3, etc.

Debbie Bowers reported that the Seniors and People with Disabilities (SPD) Division will not be submitting a letter of support and asked Robert Lawrence to retract his statement in recent correspondence stating that SPD sent a letter of support to Thelma’s Place.

Dawn reported receiving a letter from Community Housing of Pacific Retirement Services requesting GCSS support for a grant as well.

The Executive Committee discussed whether or not it is appropriate for the commission to endorse non-profits and decided that the development of a policy to deal with such requests is needed. Chuck Frazier agreed to draft a policy to share at the next Executive Committee meeting.

Motion: By consensus and without objection, the decision was made not to send letters of support.

Vote: 8-0-0-0

Yeas: Beck, Barrett, Dion, Dutton, Frazier, Helm, Lawrence, Simpson

Nays: None

Abstentions: None

Excused: None

Motion carried.

Action Item: Chuck Frazier will draft a policy to be reviewed during July's Executive Committee meeting. He will draft two options: (GCSS will not support any requests except possibly intergovernmental, or support with certain criteria).

Prospective Members:

Dolores Raymond suggested Cathy Danielson from Southwest Portland for appointment to the commission. Dolores stated that she believes Cathy has vast experience as an advocate and would be an asset to GCSS. Denise suggested Liz Baxter would also be an asset to the commission. The nomination committee will meet sometime in the near future to review all applications to fill the open positions.

Campaign for Oregon's Seniors and People with Disabilities:

Robert Lawrence requested that John Helm (Chair) sign a letter regarding Oregon's Long Term Care system being submitted to the legislature on June 11th.

Motion: By consensus and without objection the decision was made to sign the letter.

Vote: 8-0-0-0

Yeas: Beck, Barrett, Dion, Dutton, Frazier, Helm, Lawrence, Simpson

Nays: None

Abstentions: None

Excused: None

Motion carried.

GCSS Statute

John reported on the letter submitted by Greg Chaimov regarding his interpretation of the GCSS statute. John Helm recommended that the commission review the letter and use it as a tool during Planning Days.

Action Item: John Helm will e-mail the letter to all GCSS members.

PLANNING DAYS UPDATE (CONTINUED)

Catering and Dinner Updates

John reported on the catering and dining arrangements that have been made.

Community Reception

John provided an update on the Community Reception planning.

Other Updates

Action Item: The phone number for the Holiday Inn Express & Suites in Astoria will be included in the meeting packet.

DISCUSSION ITEMS

Working Committee Updates

None

Budget Update

Elaine reported on ongoing struggles with the budget. Elaine suggested using the following process to help keep the budget current:

- GCSS members, who request reimbursement, will turn in the worksheets by the end of meetings each month. If worksheets are turned in after 60 days, reimbursement will not be given.
- Becky will process travel claims and other expenditures
- Elaine will obtain figures from Becky monthly
- Elaine will submit a detailed quarterly report to GCSS

Action Item: Elaine will draft a policy to be reviewed during the July Executive Committee meeting.

OTHER ITEMS (CONTINUED)

New Agenda Format

There was discussion regarding the new format being used for agendas. There was a recommendation to use the old format instead of the new one. Staff explained that the unit would like GCSS to consider using the proposed format so that all committees and commissions staffed by the unit would have a uniform template for agendas and minutes. Staff explained some of the reasons behind changing the format which included:

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- Accessibility and readability for individuals with disabilities
- Uniformed template for staff to use for all committees and commissions staffed by unit
- Professional look (staff reviewed format used by many other commissions as well as legislative committees and incorporated those elements into the template design)

Staff asked for members who have concerns with the proposed format to submit their suggestions in writing to be shared with the unit supervisor. Staff requested that specific suggestions regarding design changes as well as specific concerns regarding the readability of the proposed format be shared as well.

Action Item: Members to give input to Dawn regarding specific elements and changes. Dawn will share concerns with unit supervisor.

Senior Forums

Eunice reported that Senior Forums will be meeting June 28th from 10:00-2:00 at the Keizer Senior Center to discuss the history of senior advocacy in Oregon.

Action Item: Staff will send Senior Forums' information to all GCSS members.

MEETING ADJOURNED: 12:00 P.M.