

<b>Minutes</b>	<b>Executive Committee Governor's Commission on Senior Services</b>  <p style="text-align: right;"><b>May 5, 2006</b></p>
<b>Members:</b>	John Helm (Chair), Eunice Dutton (Vice-Chair) Kay Kirkbride, Charles Kurtz, Robert Lawrence
<b>Staff:</b>	Morgen Brodie, Marc Overbeck, Wendy Russell
<b>Excused:</b>	Elaine Barrett, Dolores Raymond
<b>Call Meeting to Order 10:10</b>	
Approval of March Minutes: Kay/Eunice approved as written. Passed	
Review of Agenda: No additions/corrections	
<b>Announcements</b>	
<p>Kay reported that her son-in-law was in the hospital  Eunice let people know she and her husband were back home safe after their car accident.  Robert reported that his grandson came thru heart surgery with flying colors, and that he and Marc would be joining Brenda Durbin regarding the Clackamas forum this afternoon.</p>	
<b>Conversation with James Toews</b>	
<p>The draft report of the initial recommendations on the future of long-term care in Oregon is still being edited and one section is being rewritten. James told members that he would get copies to them next week. He still has not received comments from Erinn Kelley-Siel or Dr. Goldberg. <b>Washington County's Community Access Television will be broadcasting the forum and will make a copy for us.</b> The city of Hillsboro donated its time for this purpose.</p> <p>Members would like to set up a last walk thru before forums. The idea of a video conference for members who are facilitating was brought up. We will try to set-up a conference for somewhere between the 19<sup>th</sup> and 24<sup>th</sup> of May.</p> <p>The members want to be able to capture a summary of comments and concerns that are made at the forums. Flipcharts to highlight ideas as well as recording equipment to record exactly what people say are what was suggested. Again it was reminded that index cards would be used mostly with written questions.</p>	

Morgen informed members that the 5-day requirement for reasonable accommodations is well within the ADA requirements which are 7 days.

John has someone available to help with sending out invitations to the various elected and government officials. Any other facilitators who need extra help contacting the appropriate people just need to let John know. James offered that SPD would send out a mailing to all the providers.

### **Staff Updates**

Morgen reported that James, Cathy, facilities staff and herself will have the preliminary walk thru of the new office space at 676 Church Street on Monday afternoon. The unit could start moving in May and be totally moved by June or July if the space doesn't need too much modification.

### **Discussion Items**

**Long-Range Planning/Community Forums:** The committee agreed that they would like the key questions to be readily available for them to discuss before the community forums. The questions should be written so average people will understand what is being asked. These forums are designed to begin the dialogue and give information about the forecast of the aging baby boomers and the effect on services they will have. It is up to Oregonians to come up with the answers to the questions not for "the state" to figure it out. All agreed that the question about revenue would be a tricky one and that there should be someone to direct those questions to. The staff is continuing to proceed with work here, 8 of 10 flyers are finished, 15 counties information up on website. The draft recommendations on the future of long-term care in Oregon paper will be posted once it is released. DHS publicity will send out a centralized mailing to its partners and stakeholders, major media in areas will receive information in advance so there should be something in the newspapers. Individual members should contact who they think should attend. It should be pointed out that any refreshments besides coffee, tea and water were provided by other partners, and not paid for with state funds.

## **Annual Celebration/Meeting Schedule:**

John has spoken with most members independently about the 25<sup>th</sup> anniversary of GCSS and the Annual Celebration. It was agreed that commissioners want to do something really spectacular for the 25<sup>th</sup> year.

It was decided to bring the idea of moving the annual celebration to November and then not having a December meeting this year. **John will try to reserve Mahonia Hall for the evening of the 9<sup>th</sup> of November.**

Eunice, Dolores and Morgen all offered to be on the committee to plan this. Eunice will ask Elaine and Remona to serve on this year's committee. More volunteers will be sought at the next Commission meeting. The committee will begin working on a mailing list of honorees.

## **GCSS Planning Days:**

**Marc will try and find out the facilitator GCSS has used in the past from DAS.**

Dolores offered to contact Dr. Margaret Neal as maybe one of the keynote speakers.

**Wendy will find a room for May 16<sup>th</sup> at 11 a.m. for the committee to meet.**

**May Commission Agenda:** It was agreed that on the agenda for May there should be Planning days, Forums debriefing and Annual Celebration discussion. The Thursday afternoon meeting will be focused on forum debriefing and speaking with representatives for the network of senior services in the Eugene area so that the commission can hear about the community needs. Friday's meeting will be business as usual. **Marc will contact Jack Ewing and Kay Metzger.**

## **Other Items—Good of the Order**

Kay-Asked that the conference call on the 9<sup>th</sup> for facilitators will be at 1:30 p.m. so that she would be able to attend. The call will nail down the roles that facilitators/leads will be doing at forums and setting up a script.

## **Adjourn 11:40**

<b>Action Item:</b>	<b>Assigned To:</b>	<b>Deadline:</b>
<b>John will try to reserve Mahonia Hall for the evening of the 9<sup>th</sup> of November.</b>	John	May 12, 2006
<b>Marc will try and find out the facilitator GCSS has used in the past from DAS.</b>	Marc	May 12, 2006
<b>Wendy will find a room for May 16<sup>th</sup> at 11 a.m. for the committee to meet.</b>	Wendy	May 12, 2006
<b>Marc will contact Jack Ewing and Kay Metzger.</b>	Marc	May 12, 2006