

# MINUTES

Procurement and Monitoring Committee  
of the Senior Services Advisory Council  
April 17, 2007

## MEMBERS PRESENT

Pat Giles                      Mary Johnson                      Cathy Steadman Cox                      Jane Strasdas

## MEMBERS ABSENT

Jean Jordan

## STAFF PRESENT

Patti Little                      Sandy Karsten

1.     **Call to Order:** The meeting was called to order at 1:30 by Mary Johnson, PMC Chair.
  
2.     **Approval of the Agenda:** Approved as mailed
  
3.     **Approval of 3-20-07 Minutes:** Moved by Jane Strasdas and seconded by Pat Giles to approve the minutes as mailed. The motion carried unanimously.
  
4.     **Information:**
  - A.   **In-home Service OPI Update:** Patti shared that the Tri-agency Consortium met on 4/13/07 to review the site visit material (telephone survey and file monitoring) of both agencies. Recommendations were developed which will be forwarded to Addus along with site visit summaries from both agencies. Patti will provide copies of the material to the PMC once it is finalized.
  
5.     **Action:**
  - A.   **Review and Recommendation of Contracts**
    1.   **Family Caregiver Support Group and Training:** Patti reviewed the application summary and proposal which was mailed with the agenda. Please refer to the attached application summary for details.

2. **Senior Law:** Patti reviewed the application summary and proposal which was mailed with the agenda. Please refer to the attached application summary for details.

3. **Long Term Care Ombudsman Recruiting and Screening Committee:** Patti reviewed the application summary and proposal which was mailed with the agenda. Please refer to the attached application summary for details.

4. **Elderhelp:** Patti reviewed the application summary and proposal which was mailed with the agenda. Please refer to the attached application summary for details.

5. **Metro Meals on Wheels:** Sandy distributed and reviewed the application summary. Please refer to the attached application summary for details.

6. **Food Service Contract:** Sandy distributed and reviewed the application summary. Please refer to the attached application summary for details.

#### **B. Scheduling of the May Site Visit:**

- **None at this time.**

6. **Next Meeting:** The next meeting will be held May 15<sup>th</sup>, 2007 from 1:30 – 3:00 @ the Campbell Senior center.

7. **Adjourn:** At 3:45 P.M.