

MINUTES

Senior & Disabled Services
Senior Services Advisory Council
Hilyard Center, 2580 Hilyard St., Eugene

August 14, 2007

Members Present: Chairperson Steve Skipton, Dennis Shine, David Quale, Marion Esty, Dianne Burch, Patricia Giles, Mae Westfall Cook, Jean Jordan, Mary Johnson, Jane Strasdas, Donna Peterson, Rod Holst, Betty Jane Shirley, Cathy Steadman Cox, Andrea Gillispie

Members Excused: Jane Boren, Kathy Mann, Sparky Rice, Susan Busler, Jim Patterson

CR Present: Yvaughn Tompkins, Melissa Bowers, Megan O'Connor

CR Excused: Susan Busler, Cathy Davenport

Staff Members Present: Kay Metzger, Patti Little, Lorilee Davis

1. **CALL TO ORDER**

Steve Skipton, Chairperson, called the meeting to order at 1:34 PM. New members were welcomed and round table introductions completed. Steve Skipton commended the SSAC Nominating Committee for a fantastic job recruiting new members. The 2007-08 SSAC will be at full council with 23 members and 7 community representatives.

2. **CONSIDERATION OF MEETING AGENDA**

Agenda accepted with the addition of an action item regarding the Money Management Program.

3. **CONSIDERATION OF THE APRIL MINUTES**

Motion: Pat Giles moved the minutes be accepted with no changes noted. Marion Esty seconded the motion. Minutes approved unanimously with no changes.

4. **LCOG REPORTS**

a. **LCOG Board of Directors**

Kay Metzger related that at the June 28th meeting of the LCOG Board of Directors there were several items of importance discussed.

1. The Board approved the new membership for SSAC
2. There was an information item regarding contracts and the use of funds from the Older American Act (OAA)
3. There was a brief legislative report and overview of the 2007 Legislative Session.
4. The LCOG Board engaged in a discussion of regional transportation issues for the majority of the meeting.

b. Disability Services Advisory Council

Kay Metzger reported that Darlene Puhls resigned and a new volunteer to be a liaison was needed. This requires one additional meeting every month and this would be on the 2nd Friday of the month. The last DSAC meeting was in July and there were a lot of members on vacation. Since there was no quorum, the primary discussion topics were reports from the Standing Committees and feedback to the Program Manager from Washington County regarding what makes a successful Disability Services Advisory Council.

5. ACTION ITEMS

a. Organization of the Advisory Council for 2007-08

(1) Appointments of SSAC Standing Committees

As directed by the Bylaws, Steve Skipton and Kay Metzger met to determine Standing Committee assignments. To the extent possible, Council member preferences were considered in the assignment. Mae Westfall Cook requested that in the future there would be a schedule of meetings under the committee heading. Patti Little explained that the meeting packets will arrive about 5 days prior to the meeting. Chairpersons will be selected at the first meetings. Dianne Burch recommended that more folks go to the meetings in Salem to speak to legislators and be part of the process. Kay Metzger asked everyone to look at the rosters and let us know if there was incorrect information. All changes were noted.

Motion: Mae Westfall Cook moved to approve the Standing Committee assignments. Jean Jordan seconded the motion. The memberships in the committees were approved unanimously.

(2) Appointment of Liaison Member to DSAC

Jane Boren has volunteered to continue but would like to be the alternate. Mary Johnson volunteered to be the primary liaison to DSAC.

Motion: Dianne Burch moved to appoint Mary Johnson as the liaison to DSAC and Jane Boren as the alternate. Mae Westfall Cook seconded the motion. Motion passed unanimously.

b. Voting Procedures

At the last meeting, the topic of the SSAC's voting procedures was discussed. There have been two meetings in the past two years at which there were not enough members physically present for a quorum. Our meeting room is not set up for conference calls, so cell phones were used to allow members to participate by phone. This is not ideal. The question of voting by proxy was brought up, but the SSAC Bylaws do not allow proxy votes. Proxy is defined as an absentee ballot. Kay researched the topic through a Roberts Rules of Order website and found that proxy voting is not recommended, as it does not support a fully participatory discussion of the issue.

The SSAC was reminded that the Bylaws allow for monitoring of attendance by the Nominating Committee. If a member has 3 consecutive unexcused absences, the Nominating Committee can recommend to the Council they be replaced. An excused absence means the Council member has communicated with the Chair or S&DS staff regarding their inability to attend the meeting. David Quale supports this role for the Nominating Committee. Kay mentioned the LCOG Board of Directors tracks attendance and asked if this idea would be supported.

Motion: Jane Strasdas moved that the Nominating Committee track attendance of SSAC members and that S&DS staff put together a tracking mechanism. shall have the option of taking the action of recommending to the Council to remove a member pursuant to the bylaws. Betty Jane Shirley seconded the motion. Steve Skipton added a friendly amendment that included the following (additions in italics):

- The Nominating Committee shall track the attendance of SSAC members *and shall have the option to make a recommendation to the full Council regarding ongoing membership pursuant to the By-Laws.*
- Staff will create a tracking mechanism for attendance.

Pat Giles seconded the motion. Motion passed unanimously.

c. Money Management Program

Patti Little shared with the Council that, after consultation with PMC members, Clay Austin was determined to be the top candidate to replace Carol Cookson as Money Management Program Co-ordinator. Megan O'Connor reported that 7 volunteers have been recruited and Clay should really be able to ramp up the program as far as recruiting, mentoring and maintaining volunteers. Carol Cookson will continue with this program through October 1st. David Quale suggested inviting Clay to come to the SSAC meeting to talk about the program.

Motion: Mae Westfall Cook moved to recommend Clay for the Money Management program and Pat Giles seconded the motion.

6. INFORMATION ITEMS

a. Chair's Report

No Chair report at this time.

b. Committee Reports

(1) Advocacy Committee

Mary Johnson reports that a person from Washington County sat in on the meeting and wanted to know what makes our Advocacy Committee the best in the state. The Committee also debriefed the events of the 2007 Legislative Session.

(2) Long Term Care Committee

Steve Skipton reports the last meeting was sparsely attended. There was a presentation from Alicia Beymer regarding Quality Assurance.

(3) Procurement and Monitoring Committee

No report at this time

(4) Nominating Committee

No report at this time.

c. Staff Report

Kay Metzger handed out the S&DS 2007 Legislative Summary. These are a list of 4 priorities and how the priorities fared in the last session. Overall, education was clearly a higher priority than human services. There is still much work to be done. Dianne Burch recommended that Council members contact their representatives by phone during the hiatus.

7. OTHER REPORTS AND ANNOUNCEMENTS

Mary Johnson announced that Peter DeFazio will be at the Campbell Senior Center, EWEB and Springfield City chambers, as well as the county fair.

Jean Jordan recommended that we also put our effort into communicating with elected officials that do not necessarily support our issues.

Kay Metzger announced the "Rookies of the Year" awards, which will go to two new Advisory Council members that have offered outstanding contributions this past year: Dennis Shine and Pat Giles.

8. REMINDER OF NEXT COUNCIL MEETING

October 9th, 1:30 p.m.; Hilyard Community Center

9. ADJOURN

Meeting adjourned at 3:01 p.m.