

**Joint
Senior Services Advisory Council (SSAC)
and
Disability Services Advisory Council (DSAC)
Meeting
MEETING MINUTES
Tuesday, June 2, 2020**

SSAC Members Present: Carolyn Mendez-Luck, Chair; Saleem Noorani, Vice Chair; Robynn Pease, Care Planning Committee (CPC) Chair; Catherine Skiens, *Meals on Wheels* Advisory Committee (MOWAC) Chair; Suzanne Lazaro; Bill Turner; Mitzi Naucler; Anne Brett; Doris Lamb; and Lee Strandberg.

DSAC Members Present: Jan Molnar-Fitzgerald, Chair; Lee Lazaro, Vice Chair; Mike Volpe; and Jann Glenn.

Aging and Disability Resource Connection (ADRC) Members Present: Dawn Rustrum and Sandy Potter.

Guests: Tomas Hernandez and Bryn McCornack.

Members Absent: Commissioner Claire Hall, Lincoln County; Edythe James; Suzanne Brean; Clark Brean; and Mark McNabb.

Staff: Randi Moore, Senior and Disability Services (SDS) Director; Ann Johnson, SDS Program Supervisor; Kim Cooper, SDS Executive Assistant; Marie Laper, Older Adult Behavioral Health Specialist (OABHS); and Terri Sharpe, SDS Administrative Assistant.

1. Welcome, Introductions, and Additions to the Agenda:

SDS Director Randi Moore called the meeting to order at 10:10 am. Introductions were made, including guests.

2. Approval of Minutes:

ACTION: Motion to approve the February 4, 2020 Joint SSAC/DSAC meeting minutes made by MOWAC Chair Catherine Skiens, seconded by Suzanne Lazaro. Motion passed unanimously.

3. Elections of SSAC Chair and Vice Chair (SDS Director Randi Moore):

ACTION: Motion to elect SSAC Vice Chair Saleem Noorani as the SSAC Chair and send to the Oregon Cascades West Council of Governments' (OCWCOG) Board of Directors for approval made by Suzanne Lazaro, seconded by CPC Chair Robynn Pease. Motion passed unanimously.

ACTION: Motion to elect Anne Brett as SSAC Vice Chair and send to the OCWCOG made by Suzanne Lazaro seconded by SSAC Chair Carolyn Mendez-Luck. Motion passed unanimously.

4. Elections of DSAC Chair and Vice Chair (SDS Director Randi Moore):

ACTION: Motion to reelect DSAC Chair Jan Molnar-Fitzgerald as the DSAC Chair and send to the OCWCOG Board of Directors for approval made by DSAC Vice Chair Lee Lazaro, seconded by Jann Glenn. Motion passed unanimously.

ACTION: Motion to reelect DSAC Vice Chair Lee Lazaro as the DSAC Vice Chair and send to the OCWCOG Board of Directors for approval made by DSAC Chair Jan Molnar-Fitzgerald, seconded by Mike Volpe. Motion passed unanimously.

5. SSAC Membership Renewal Approval (SDS Director Randi Moore):

ACTION: Motion to approve the renewal of SSAC membership for MOWAC Chair Catherine Skiens, Anne Brett, Doris Lamb, Mitzi Naucler, Lee Strandberg, and CPC Chair Robynn Pease and send to the OCWCOG Board of Directors for approval made by Suzanne Lazaro, seconded by Doris Lamb. Motion passed unanimously.

6. DSAC Membership Renewal Approval (SDS Director Randi Moore):

ACTION: Motion to approve the renewal of DSAC membership for Edythe James, DSAC Vice Chair Lee Lazaro, Mike Volpe, Clark Brean, and DSAC Chair Jan Molnar-Fitzgerald and send to the OCWCOG Board of Directors for approval made by DSAC Vice Chair Lee Lazaro, seconded by Mike Volpe. Motion passed unanimously.

7. Care Planning Committee (CPC) Report (CPC Chair Robynn Pease):

CPC Chair Robynn Pease reported the CPC met on May 5th, via Zoom, where they reviewed results of the *Medicaid Consumer Satisfaction Survey*. The results can be reviewed by clicking on the You Tube video link: <https://www.youtube.com/watch?v=zGjpmOLdIFE>. The survey is conducted every four years with the focus of the 2020 survey looking at changes that SDS could implement to positively impact the consumer. The survey was distributed to 50% of SDS Medicaid consumers with a 19% completion rate. An area of concern was in the understanding of the paperwork in the application process but, overall, the survey results were positive indicating consumers are satisfied with the service delivery by the SDS staff. Over 50% of respondents indicated that the services they received gave them the opportunity to better their health and wellbeing.

Over 700 of the respondents provided contact information and SDS Director Randi Moore said they are planning on following up with the contacts. She is working with Western Oregon University's Gerontology students as a possible internship in helping with this.

ACTION: SSAC Chair Carolyn Mendez-Luck volunteered to help develop the questions the callers may want to ask when making the follow-up calls.

DSAC Vice Chair Lee Lazaro questioned if there were seminars to help people that are struggling with the application process to get a better understanding. *Senior Health Insurance Benefits Assistance (SHIBA)* helps people sign up for Medicare and he feels there needs to be something similar for those signing up for Medicaid services.

ACTION: SDS Director Randi Moore would like this to be a topic for a future CPC meeting.

CPC Chair Robynn Pease reported that at the May CPC meeting they also had presentations on the *MOW* program, Grace Center Adult Day Services, and North End Senior Solutions (NESS) Club.

8. Meals on Wheels (MOW) Committee Report (MOWAC Chair Catherine Skiens):

MOWAC Chair Catherine Skiens reported that since the pandemic the number of meals delivered have increased to over 2,000 meals a month with increases of 700 in Linn County, 470 in Benton County, and 850 in Lincoln County. The increases includes those people that can

no longer go to meal sites and the offering of a second meal for the weekend. *MOW* lost some of their volunteers due to their age and being high risk for the virus but multitudes of volunteers from other agencies stepped in to help out. *MOWAC* Chair Catherine Skiens is unsure when the dining rooms will reopen.

MOW received a \$10,000 donation from Starker Forest out of Philomath which they will use toward the purchase of additional insulated bags and a chest freezer. John Dilworth, a *MOWAC* committee member, found and delivered a freezer for the extra meals.

According to the contract with *MOW's* food provider, *MOW* will receive a break in the price per meal they order. The more they order the less cost per meal.

DSAC Vice Chair Lee Lazaro inquired about the percentage of the increase in numbers of meals being delivered and the actual number of *MOW* consumers that are being served. SDS Director Randi Moore said the 2,000 meal increase includes the meals served to people in congregate sites but are now getting their meals delivered. Normally, *MOW* served 12,000 meals per month.

ACTION: SDS Director Randi Moore will get back to the Council members with the exact numbers and percentages of increased meals and the number of people being served meals.

SDS Director Randi Moore said Community Services and Supports is reporting that the number of meals being delivered is actually down across the State. She will be having further conversation on this when she meets with the other Directors across the State next week.

DSAC Vice Chair Lee Lazaro said according to the National *Meals on Wheels* of America website that 89% of programs nationally have seen an increase in meal requests and 79% reported that the request for new meals have at least doubled. This is on track with what OCWCOG *MOW* is seeing.

SDS Director Randi Moore said other ways they are helping is by delivering around 40 food baskets across the three counties for those individuals that can't make it to a grocery store, or live too far out for grocery delivery, but are able to cook their own food.

9. Proclamation Regarding Anniversary of the Signing of the Americans with Disabilities Act (ADA) (SDS Director Randi Moore):

ACTION: Motion for OCWCOG staff to reach out to OCWCOG member governments in adopting a proclamation for the anniversary of the signing of the ADA made by SSAC Vice Chair Lee Lazaro, seconded by *MOWAC* Chair Catherine Skiens. Motion passed unanimously.

10. Area Plan and Senior and Disabilities Services (SDS) Program Update (SDS Director Randi Moore):

Executive Director Recruitment Update - SDS Director Randi Moore reported that OCWCOG Board of Directors has chosen a new Executive Director who will start on July 15th after the contract has been finalized. In the meantime, Mayors Biff Traber and Dann Cutter are acting as interim Directors along with the other OCWCOG Directors.

Response to COVID-19:

- Congregate meal sites are closed and will not reopen until Phase 3;
- The State has made significant policy changes to help consumers maintain their benefits;

- Case Managers and Adult Protective Services are not providing face-to-face services at this time;
- OCWCOG is working to keep staff working remotely as long as possible for their health and safety. This has been positive and will look at continuing this as things move forward, in which the Councils input will be sought;
- Additional funding of approximately \$600,000 dollars were awarded for OAA programs.

Area Plan Update – Due to COVID-19 the State postponed the Area Agency on Aging’s (AAA) submission date of their *Area Plans* to March of 2021. SDS Director Randi Moore will recalculate the dates as to when she’ll have the *Area Plan* ready for review for the Councils.

ACTION: At the August Joint SSAC-DSAC meeting, the parts of the *Area Plan* that have been updated will be presented to the Councils.

ACTION: SDS Director Randi Moore will provide a write up of the accomplishments of the previous *Area Plan* along with what didn’t get addressed.

Budget – After the last State revenue forecast, which forecasted revenues being down, State Directors were ask to do a 10% cut exercise. *Oregon Project Independence (OPI)* and the pilot *OPI for People with Disabilities* were toward the top of the list. Even though State Legislators like the programs they are not matching funded programs. SDS Director Randi Moore said the Governor could go in and make across the board cuts or the Legislators could call a special session and make the cuts (highly unlikely in an election year). What SDS Director Randi Moore predicts is, at the end of December there will be another revenue forecast and if revenues haven’t increased then this will be addressed at the next legislative session in 2021. Unlike the Governor, Legislators have the ability to slice and cut where they feel most appropriate, so advocacy will have to happen in February. However, as an AAA, OCWCOG SDS has flexibility on how they take the cuts. They have been frugal in their spending and have carryover funds. That, along with the additional \$600,000 and the increase in funding for this biennial, she feels SDS can manage and not have to furlough anyone.

Council Meetings – Due to COVID-19 and the need to keep everyone safe SDS Director Randi Moore feels that the Councils should continue having virtual meetings. There is the need to bring new members on and would like to invite prospective members to the August Joint SSAC-DSAC meeting and carry on business as normal but through a virtual meeting. She asked for input from the Councils regarding this and how they would like to meet in the future.

CPC Chair Robynn Pease asked if SDS Director Randi Moore had a timeline in mind of when she would like to bring everyone back together. SDS Director Randi Moore said that if they follow the guidelines that wouldn’t be until Phase 3. She said there may be others that would like to keep meeting virtually as they move forward. Advantages to this is would be less time out of one’s day to participate and eliminate travel to and from a meeting.

Suzanne Lazaro was concerned about people’s health and the safety issue of bringing everyone together for at least a year. She suggested perhaps meeting face-to-face in smaller groups but there was concern with meeting in a large group and sharing a meal.

Anne Brett would like to hear the pros and cons on meeting virtual versus face to face. She highly suggested sending any input to SDS Director Randi Moore regarding this so they can prepare for the August Joint SSAC-DSAC meeting.

SDS Director Randi Moore suggested a survey to the Council members regarding the pros and cons.

Anne Brett said a survey would be great as a starting point and to allow them to make further inquiries so they can develop a protocol on what they want to accomplish when they meet virtually or in very small groups.

Mitzi Naucler stated that even if the Councils decide to meet face-to-face, there will always have to be an option for people to participate virtually for those members that are vulnerable or ill.

SDS Director Randi Moore talked about using some of their COVID-19 funding toward providing computer tablets to those Council members that couldn't make it to meetings.

DSAC Vice Chair Lee Lazaro stated it shouldn't have to be either face-to-face or virtual but rather offering both. Anne Brett and CPC Chair Robynn Pease agreed.

ACTION: SDS Director Randi Moore will consider a survey with different options for ways that the Joint SSAC-DSAC can meet in the future.

11. Other Business:

Mitzi Naucler would like an update at the next meeting regarding the Community Services Consortium (CSC), and if OCWCOG and CSC are still planning on consolidating she would like a representative from CSC to attend the next Joint SSAC-DSAC meeting. SDS Director Randi Moore said Peggy McGuire from CSC was supposed to attend the April meeting, which was cancelled due to COVID, but hopes to see her at the August meeting.

SDS Director Randi Moore reminded everyone that there will be no July meeting, they will reconvene in August.

12. Adjournment:

The meeting was adjourned at 11:52 am.

The next meeting will be on Tuesday, August 4, 2020.

Meeting Minutes were recorded by Terri Sharpe.