

DISABILITY SERVICES ADVISORY COUNCIL (DSAC)

MEETING MINUTES
Tuesday, May 2, 2017

DSAC Members Present: Jan Molnar-Fitzgerald, Chair; Mike Volpe, Vice Chair; Lee Lazaro; Pete Rickey; Suzanne Brean; and Edythe James.

Guests: Cathy Savage; Suzanne Lazaro; Jasper Smith; Pat Shirley; Marilyn Winter; Joseph Lowe; Roxy Tolura; Marie Laper; Doris Lamb; Carolyn Fry; and Mitzi Naucler.

Members Absent: Jann Glenn and Rusty Burton.

Staff: Senior and Disability Services (SDS) Program Manager Randi Moore; SDS Supervisor Ann Johnson; SDS Community and Program Support Coordinator Lisa Bennett; SDS Health Systems Transformation Liaison Sarah Ballini-Ross; and SDS Administrative Assistant Terri Sharpe.

1. **Welcome, Introductions (Jan Molnar-Fitzgerald, Chair):**

Chair Jan Molnar-Fitzgerald called the meeting to order at 1:40 pm. Introductions were made, including guests.

2. **Approval of the Minutes:**

ACTION: Approval of the DSAC March 7, 2017 meeting minutes made by Suzanne Brean, seconded by Lee Lazaro. Motion passed unanimously.

3. **Membership and Nominating Committee Action (Suzanne Brean, Membership and Nominating Committee Member):**

a) Membership Renewals:

DSAC memberships are for a two-year term. Members that are up for renewal are Edythe James, Lee Lazaro, Pete Rickey, and Jan Molnar-Fitzgerald. To renew one's membership a statement with one's wish to renew needs to be submitted or signature on the form provided. Approval for membership renewals will be approved by the DSAC at the June 6, 2017 meeting, then sent to the Oregon Cascades West Council of Governments (OCWCOG) Full Board for their approval at their July 20, 2017 meeting.

b) Nominations for Chair and Vice Chair:

Elections for the DSAC positions of Chair and Vice Chair will take place next month at the June 6, 2017 meeting. Membership and Nominating Committee member Suzanne Brean announced the nominations of Jan Molnar-Fitzgerald for Chair and Mike Volpe for Vice Chair. The floor was opened for any other nominations to which there were none.

c) Application for Membership from Carolyn Fry:

ACTION: Motion to consider Carolyn Fry as a DSAC member and have her application be moved to the OCWCOG Board for their consideration made by Ms. Brean, seconded by Pete Rickey. Motion passed unanimously.

4. **Statewide Coordination for DSACs (Joseph Lowe, Program Analyst, Oregon Department of Health and Human Services [DHS], Aging and People with Disabilities):**

Program Analyst, DHS Aging and People with Disabilities (APD) Joseph Lowe gave an overview of his new role to the DSAC. APD wanted to reenergize the DSACs so they brought on Mr. Lowe as their Program Analyst. The purpose of the position is to help all the DSACs by visiting each one to learn their strengths and weaknesses, and improve upon the weaknesses. He will help with recruitment and oversees new startups in areas without a DSAC. He can also help with building partnerships and networking to improve community involvement.

The different projects Mr. Lowe has been working on are: updating the *DSAC Manual*, following the information on non-emergency transportation, assisting with Lobby Days at the Capitol, and social

media. APD would like to get DSACs on Facebook for them to post any upcoming meetings or events in the community, as well as staying updated with the legislation. Any DSACs interested should contact Mr. Lowe and he will put them in contact with APD's Social Media staff member.

Ms. Brean voiced interest in OCWCOG's DSAC having a Facebook page. SDS Program Manager Moore pointed out that OCWCOG just created a social media plan, and if DSAC is interested she will see how it can tie in with the OCWCOG's plan or if it needs to be separate.

ACTION: Motion requesting staff to research getting a DSAC Facebook page made by Ms. Brean, seconded by Ms. Molnar-Fitzgerald. Motion passed unanimously.

SDS Program Manager Moore will report back next month at the June 6, 2017 DSAC meeting.

Presently the State only has eight DSACs, four of which are Type A, ran through their APD offices, and the other four are Type B, ran through the AAAs like OCWCOG. Mr. Lowe's goal is to have a DSAC for every District.

SDS Community and Program Support Coordinator Lisa Bennett asked Mr. Lowe if he had any ideas in growing OCWCOG's DSAC or any ideas of what other DSACs are working on across the State. Mr. Lowe said he is writing out a strategy on recruitment. He also suggested placing an ad in the different papers or writing a letter to the editor (which is free). He will try to get ahold of the letter so others can use it as a template. One DSAC is shooting a commercial to be aired on TV. Other suggestions include distributing brochures, or have case managers give the brochure to consumers during their yearly reviews. Other options for advertising include Samaritan's *Heart to Heart* newspaper, and Public Access Television and Radio. It was mentioned that radio stations will do non-profit advertising for free. If anyone had a name of someone to reach out to SDS Community and Program Support Coordinator Bennett offered to reach out to them or they can reach out themselves. Mr. Rickey suggested they focus on one entity and hit it with all the power they have.

Mr. Lowe suggested, if doing an advertisement or commercial, to think of selling points and show proof of action items done in the past. By showing something tangible they will get people's attention.

5. Adjournment:

The DSAC Meeting was adjourned at 2:07 pm.

The next meeting will be on June 6, 2017.