

**Joint
Senior Services Advisory Council (SSAC)
and
Disability Services Advisory Council (DSAC)
Meeting
MEETING MINUTES
Tuesday, December 2, 2025**

SSAC Members Present: Mitzi Naucler, Chair; Terri Fackrell, Vice Chair; Kay McDonald, Care Planning Committee (CPC) Chair; Holly Bollman; and Mimi Chen.

DSAC Members Present: Michelle Giammona, Chair; Suzanne Lazarro, Issues and Advocacy (IAC) Chair; Naomi Hirsch, and Richard Montgomery.

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

Guests:

Members Absent: Jan Molnar-Fitzgerald, Past Chair; Gena Sellers, DSAC Vice Chair; Lee Strandberg, SSAC Member; and Jasper Smith, ADRC Member.

Staff: Randi Moore, Senior and Disability Services (SDS) and Community Services Programs (CSP) Director; Heidi Durrett, Meals on Wheels (MOW) Administrative Supervisor; Scott Harper, MOW Operations Supervisor; Kim Cooper, SDS Executive Assistant; and Terri Sharpe, SDS Administrative Assistant.

1. Welcome, Introductions, and Additions to the Agenda: *(SSAC Chair Mitzi Naucler)*

SSAC Chair Mitzi Naucler called the meeting to order at 10:00 am. Introductions were made, including guests.

2. Approval of Minutes:

ACTION: Motion to approve August 5, 2025, Joint SSAC/DSAC meeting minutes made by Terri Fackrell seconded by Richard Montgomery. Motion passed unanimously.

3. Executive Committee Report: *(SSAC Chair Mitzi Naucler and DSAC Chair Michelle Giammona)*

The Executive Committee met on November 4, 2025.

- Leadership Updates:
 - Several openings at Oregon Cascades West Council of Governments (OCWCOG). Program Director Randi Moore is focused on building good relationships between the Advisory Councils and the OCWCOG's Leadership Team.
- Meals on Wheels Advisory Committee (MOWAC) new proposed format:
 - One Community Ambassador for each of the 11 meal sites.
 - One Advisory Council Representative for each of the three counties.
 - Community Ambassadors are responsible for watching over the meal site, and
 - Reporting out to the Advisory Committee Representative for their county.
 - MOWAC's three Advisory Council Representatives are:
 - Mitzi Naucler – Linn County.
 - Terri Fackrell – Benton County.
 - Michelle Giammona – Lincoln County.

- Goal:
 - Visit each meal site once a year (one every other month).
 - Opposite months there will be a virtual meeting with the Community Ambassadors, the Advisory Council Representatives, and MOW Supervisor Durrett where they will report out and discuss any issues.
 - MOWAC Advisory Council Representatives will report to the full Advisory Councils at their Joint SSAC-DSAC meetings.
 - Goal is to start in 2026.
- Bylaws:

ACTION: Motion to approve the amendment to the Bylaws regarding the new description of the Meals on Wheels Advisory Committee and send to the Oregon Cascades West Council of Governments Board of Directors for their approval made Terri Fackrell, seconded by Suzanne Lazarro. Motion passed unanimously.

- 2026 Goals
 - Maintain regular reports on the Area Plan.
 - Priorities for reporting include:
 - ✓ Advocacy.
 - ✓ MOW Sustainability.
 - ✓ Emergency Planning and Response.
- 2026 Joint SSAC-DSAC Meeting Schedule:
 - The Executive Committee adopted the 2026 Joint SSAC-DSAC Meeting Schedule.
 - Meetings will be held on the first Tuesday of the month regardless of holidays.

ACTION: Motion to approve the 2026 Joint SSAC-DSAC Meeting Schedule made by Suzanne Lazarro, seconded by Kay McDonald. Motion passed unanimously.

For details see the [Executive Committee Meeting Minutes](#).

4. **Care Planning Committee (CPC) Report:** *(CPC Chair McDonald and SSAC Vice Chair Terri Fackrell)*

September CPC Meeting Report *(SSAC Vice Chair Terri Fackrell)*

- The CPC met on September 9, 2025 where they heard from:
 - Veteran Service Officer (VSO) Mark Lapinskas who gave two PowerPoint presentations on [Benton County Veterans Services](#) and [Basics of VA Health Care](#).
 - M.A. Aging and People with Disabilities Community Services and Supports Unit Debbie McCuin who reported on the LGBTQIA2S+, a subcommittee of the Governor's Commission on Senior Services.
 - Various CPC Committee members shared their agency's events for the holidays.

For details see the [September Care Planning Committee Meeting Minutes](#).

November CPC Meeting Report *(CPC Chair McDonald)*

- The CPC met on November 4, 2025 where they heard from:
 - Upstream Access Executive Director Erin Taylor who gave a slideshow presentation on [Emergency Preparedness with AIM-4-Access and Upstream Access](#).

- SDS Program Manager Heather Schermerhorn who shared information on the impacts and time frames regarding the government shutdown and House Resolution One. For details, please see the link for the November Care Planning Committee Minutes below.
- Program Director Moore who shared program updates.

For details see the [November Care Planning Committee Meeting Minutes](#).

5. Issues and Advocacy Committee (IAC) Report: *(IAC Chair Suzanne Lazaro)*

Oregon Association of Area Agencies on Aging and Disabilities (O4AD) Quarterly Fall Meeting:

- Presentation from Aging and People with Disabilities (APD) on how they are analyzing the 16 statewide Area Agencies on Aging (AAA) Area Plans:
 - Incorporating AI technology, they identified the following needs ranked by frequency of being mentioned, with the top three being:
 - Transportation.
 - Affordable Housing and Home Repairs.
 - Mental and Behavioral Health Services.
- For the complete list, along with additional or unique priorities identified click [HERE](#).
- APD put out a corresponding [Community Survey](#), available for all to fill out.
 - APD will be looking at the difference between rural and urban needs.

Advocacy – Consumer Profiles:

- Important to get consumer profiles developed for the legislative session.
- SDS had developed profiles in the past.
- NorthWest Senior and Disability Services have templates available that will highlight our programs.
- Goal is to have this available as a lobby tool for local, State, and federal use.
- Will be looking at the role that Senior Centers play in support services for individuals in the rural and urban areas.

ACTION: IAC Chair Lazaro will work with Program Director Moore and SDS Administrative Assistant Terri Sharpe to set up meetings to develop the consumer profiles.

The O4AD Virtual Winter Quarterly Meeting will be coming up in January, and everyone is encouraged to attend.

6. Meals on Wheels Advisory Committee (MOWAC) Report: *(Meals on Wheels (MOW) Administrative Supervisor Heidi Durrett and Operations Supervisor Scott Harper)*

MOW Administrative Supervisor Heidi Durrett:

- MOWAC:
 - Community Ambassadors:
 - Eleven Community Ambassadors - one from each meal site community.
 - Eyes and ears of their community for opportunities in:
 - Fundraising.
 - Interfacing with the community.
 - Spending time at the meal site.
 - Out in the community looking for volunteers.
 - Advisory Council Committee:
 - There will be three Advisory Council Committee Representatives, one from each of the three counties.
 - Interface with the Community Ambassadors.

- Reports back to the full Councils.
- Volunteerism:
 - Increase in volunteerism due to the current political environment.
 - Approved over 45 volunteers in the last month and a half.
 - With the increase in volunteers, they can break their delivery routes into smaller routes.
 - Recruitment on the coast in front of Bi Mart is going well.
- Fundraising:
 - Giving Tuesday – Fundraiser with the Lincoln City Mayor.
 - Direct mail campaign for the Fall and Winter.
 - Purchased a mailing list and did a direct mail that is paying off well with one-time givers as well as monthly givers.
 - Subaru campaign on social media where MOW receives a kickback at the end of the season.

MOW's need for services grows daily and they want to meet that need. Currently there is no waiting list.

MOW Operations Supervisory Scott Haprer:

- Seeing a great influx of volunteers coming in which will enable them to shorten routes.
- Sweet Home is coming back around after the unfortunate passing of their Site Manager.
- Through a grant, they bought 2,000 emergency food boxes which were delivered yesterday
 - 1,450 food boxes will go directly to clients out of the 11 meal sites.
 - The remaining 550 food boxes will be dispersed between Toledo and Albany for Adult Protective Services and Case Managers to have for emergencies or when new clients come on.
 - Using a different company for the emergency food boxes which taste better and comes with a shelf stable milk.
 - Fulfilling the goal of the current Area Plan.
- They received a grant for water distribution in which they are trying to figure out how to make this happen. They are looking at going through Amazon and having the water dispersed directly to the client.

7. SDS and CSP Program Updates: *(Program Director Randi Moore)*

O4AD Recruitment Tools:

- O4AD has created social media platforms and campaigns to recruit Advisory Council members, which is one of SDS's goals for next year.
- SDS can add Oregon Cascades West Council of Governments (OCWCOG) logo and information and provide out to the community through Facebook groups, social media campaigns, and newsletters.
- If anyone can share this information, they should reach out to Program Director Moore.

ACTION Program Director Moore will send some examples of flyers out in an email for everyone to view.

- Council Members Profiles will be created soon for OCWCOG's website.

Emergency Preparedness Training:

- Program Director Moore thanked all Council members who attended the Emergency Preparedness training.
- Feedback from Council members who attended included:
 - Enjoyed the group brainstorming on what was needed in an emergency.
 - Helpful to the community and hopes it continues as an education tool for the community.

- Emphasized the importance of getting resources out to the public to guide them for the critical thinking involved in putting their bags together.
- Excellent training and great presenters.
- Would like to see more education on what to do when a certain emergency happens.
- Materials were great.
- First time they experienced a training that was disability centered emergency preparedness.
- Enjoyed meeting others around the table and working as a team and critically thinking through things.
- Need collaboration with counties for funding to put subsidies around it.
- Brings to light, and should be emphasized going forward, the importance of personalized individual plans because everyone's needs are different. This comes with comfort in that they have planned for themselves.
- Good to have players at the table who were part of the emergency response team and people who are serving older adults and persons with disabilities because a lot of emergency operation centers are creating contacts and agreements in advance of emergencies and this will help them work together in an actual emergency.
- The Emergency Preparedness Training is happening in three parts:
 - Part 1 - The two initial trainings, one in Lincoln County, and the other for Linn and Benton Counties for community partners that work with the vulnerable population.
 - Part 2 - Next step – three trainings with staff
 1. Virtual training around understanding the disproportional impact around of emergencies on older adults and people with disabilities.
 2. How to have conversations about emergency preparedness with consumers.
 3. Version of going through the bags with the consumers.
 - Part 3 - In the Spring SDS will go to all three counties and deploy bags and do trainings to the vulnerable people in our communities. This is an important step and would like everyone's help in getting people out to the trainings.

SDS will keep their relationship with Upstream Access and Aim-4-Access moving and back into our communities more frequently.

8. Other Business and Announcements:

CPC Chair Kay McDonald shared that due to changes in the Behavioral Health Contract made by the Governor and Oregon Health Authority, Lane County has decided to eliminate the Older Adult Behavior Health Initiative, of which she is a part, for Lane, Linn, and Benton Counties, effective January 1, 2026. CPC Chair McDonald stated that this will be her last meeting and it has been an honor to serve on the Councils and Chair the CPC.

Program Director Moore thanked CPC Chair McDonald for her service and time with the Councils and OCWCOG. She has been an integral part of the team. The support her and her colleague Chris Eilers have given across Linn and Benton Counties has been immense, and the impact they made will be missed.

CPC Chair McDonald shared that she is still with Lane County so if anyone needs to get in touch her email is still the same.

Next meeting: February 3, 2026

9. Adjournment:

The meeting was adjourned at 11:00 am.

Meeting Minutes was recorded by Terri Sharpe.