

**Joint  
Senior Services Advisory Council (SSAC)  
and  
Disability Services Advisory Council (DSAC)  
Meeting  
MEETING MINUTES  
Tuesday, April 2, 2024**

**SSAC Members Present:** Mitzi Naucler, Chair; Terri Fackrell, Vice Chair; Kay McDonald, Care Planning Committee Chair; Bill Turner; and Lee Strandberg.

**DSAC Members Present:** Jan Molnar-Fitzgerald, Chair; Allison Hobgood, Vice Chair; Michelle Giammona, Membership and Nominating Committee (MNC) Chair; Suzanne Lazaro; and Richard Montgomery.

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

**Guests:** Robynn Pease and Laronda Harvey.

**Members Absent:** Holly Bollman.

**Staff:** Randi Moore, Senior and Disability Services (SDS) and Community Services Program (CSP) Director; Lauren Fontanarosa, SDS Program Manager; Bernadette Handley, Meals on Wheels (MOW) Supervisor; Jaclyn Disney, Community and Economic Development (CED) Director; 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.

Chair Naucler inquired about going back to in-person meetings.

Program Director Randi Moore said that it is still in discussion. There are some Council members and community partners who have a hard time making the meetings. She is committed to having at least one in-person meeting this year with the hybrid option.

**ACTION:** It was agreed that the full Councils would have at least one hybrid meeting a year where we all meet in one place, alternating between the Coast and the Valley.

**2. Approval of Minutes:**

**ACTION:** Motion to approve the February 6, 2024 Joint SSAC/DSAC meeting minutes passed unanimously.

**3. Nominations and Membership Renewals for SSAC-DSAC:** *(SSAC-DSAC Membership and Nominating Committee (MNC) Chair Michelle Giammona)*

- **Membership Renewal** - Membership is for a two-year term. Members that are up for renewal are:
  - SSAC:
    - Kay McDonald
    - Lee Strandberg

- Terri Fackrell
- DSAC:
  - Richard Montgomery
  - Suzanne Lazaro
  - Michelle Giammona
- **Chairs and Vice Chairs** – With the passing of the amended bylaws last year, the Chair and Vice Chair positions went from a one-year term to a two-year term. Our current Chairs and Vice Chairs will hold their position until June 30, 2025.
  - SSAC Chair - Mitzi Naucler
  - SSAC Vice Chair – Terri Fackrell
  - DSAC Chair – Jan Molnar-Fitzgerald
  - DSAC Vice Chair – Allison Hobgood

**4. Monitor and Review Committee (MRC) Report:** *(SSAC/MRC Chair Mitzi Naucler)*

The Monitor and Review Committee (MRC) met on March 12th to discuss the 2023-24 Fiscal Year (FY) Request for Proposal (RFP) awarded contracts, and the grant amounts SDS will support in FY 2024-25.

- The grants were funded with COVID special funding, which is ending, and Older Americans Act (OAA) funding, which will be needed to support internal program needs.
- With the reduction of funds, the MRC agreed to reduce the number of contracts SDS will carry forward from the 2023-24 FY as well as reduce the amount granted to the agencies they wish to continue supporting for FY 2024-25.
  - Focus will be on evidence-based programs that focus on older adults and support the goals of SDS's Area Plan.
  - Rather than issuing an RFP this year, a contract amendment with the reduced funding amount will be used and sent to those agencies who the MRC chooses to fund again.
  - Agencies that SDS will continue to fund for the FY 2024-25 include:
    - YMCA Better Bones and Balance
    - Corvallis Community Center (Fit and Strong and Walk with Ease)
    - Lebanon Senior Center (Bingocize, Walk with Ease, Tai Chi, and Gerifit)
    - Grace Center (scholarship for needy families to pay for day services)
    - Luina Hospice (Powerful Tools for Caregivers)
    - The NESS Club (Matter of Balance and Savy Caregiver)
    - Corvallis Daytime Drop-in Center (support for older adults experiencing housing insecurity).
- Reinstatement of monitoring visits – the MRC will reinstate in-person monitoring visits.
  - Monitoring visits will be on a rotating schedule.
  - Each grantee will be visited every couple of years.
- The plan is currently to have all the contractual amendments signed before the start of the new FY July 1, 2024.

Program Director Moore and SDS Executive Assistant Kim Cooper have reached out to the agencies who will continue to receive reduced funding to let them know they will work with them through the transition.

**5. Care Planning Committee (CPC) Report:** *(CPC Chair Kay McDonald)*

The CPC met on March 5th, where they heard from:

- Phil Warnock, Oregon Association of Area Agencies on Aging and Disabilities (O4AD) Executive Director, who gave updates on:

- O4AD's Strategic Planning and ongoing collaboration with FEMA and the Administration for Community Living (ACL) around emergency preparedness.
  - O4AD is seeking out additional funding and resources and tools to continue the development of the Emergency Handbook.
  - FEMA has recently released the Emergency Guidelines for Caregivers.
- O4AD's Strategic Plan development:
  - Began last Fall of 2023.
  - O4AD is focused on supporting Area Agencies on Aging (AAA) across the State by:
    - Providing additional services.
    - Identifying revenue streams that are already present but are not being utilized.
    - Providing skills for the AAA Directors and their teams.
    - Focusing on policy change.
    - Statewide advocacy.
- Lauren Fontanarosa, SDS Program Manager who gave updates on:
  - Aging and Disability Resource Connection (ADRC) Call Center Efficiency Project.
    - Currently there are less-than-ideal customer service processes that need changing.
    - Council members volunteered to try the various routes in connecting with the ADRC staff and then provided feedback.
    - There are no solutions at this time, but they are looking at staff training or a phone tree.
  - ADRC new State database dashboard.
    - Agencies are able to pull data for reporting.
    - There is a public version and an internal version.
    - OCWCOG's ADRC is well represented on the chart.
    - For more information click [here](#) for the PowerPoint presentation.
- Randi Moore, Program Director, who gave updates on:
  - Preparations for Oregon Cascades West Council of Governments (OCWCOG) FY 2025 budget.
    - SDS is stable but there is concern with the special COVID funding that is no longer available.
  - Oregon Project Independence Medicaid (OPIM):
    - OPIM has been approved by the Centers for Medicaid and Medicare Services (CMMS).
    - Transition from OPI to OPIM will take one–two years.
    - Consumers will have more benefits than before.
  - Area Plan:
    - The next four-year Area Plan will begin July 2025.
    - There will be many conversations with the Council members.
  - Program Director Moore has been invited to be a member of the Linn Benton Emergency Planning County workgroup.
  - Program Director Moore is interested in having SDS staff members speak at the Council meetings.

For more information click [here](#) for the March Care Planning Committee meeting minutes.

The next CPC meeting is scheduled for May 7th, beginning at 11:00 am and all are welcome.

**6. Meals on Wheels Advisory Committee (MOWAC) Report:** *(MOW Supervisor Bernadette Handley)*

April is National Volunteer month. The different meal sites will be doing various things to honor their volunteers.

#### Meal Site Updates:

- Siletz – Meal site is planning to open on May 1st and will be open on Tuesday and Thursdays.
- Toledo – Continue to have good attendance at their community dining but they are short volunteers for home deliveries. They are making it work.
- Newport – Continue to have solid attendance with their community dining on Wednesday and Fridays.
- Waldport – Meal site Manager was a guest chef and prepared an amazing meal using local produce and breads. Approximately 20 people attended. She hopes to do it once a month.
- Brownsville – The meal site Manager would like to do the same as Waldport in hopes of getting the attendance up for community dining. Will be recruiting for more volunteers at the farmer's market.
- Lincoln City – Meal site dining is planning to open May 1st but are still short on volunteers.
- Corvallis – partnering with Cornerstone to offer meals out of the Corvallis Community Center (C3) starting next Friday. Cornerstone will assume the management piece, but MOW will provide the volunteer drivers. They will start out being open one day a week but by July 1st they will be open Monday – Friday at C3 and have everything, including home deliveries, moved out of the Elks building. C3 will be a better fit with more activities with the possibility of getting younger folks to attend. Associates at Cornerstone do not drive but can go along with the MOW volunteer drivers to help deliver the meals.
- Albany – Averaging around 275 home delivered meals Monday-Friday. Community dining attendance is low with the renovations and limited parking. Looking at other facilities to transfer the meal service to.
- Lebanon – Community dining is opened five days a week with attendance up. Looking at how they can enhance the dining. Collaborating with the Senior Center.
- Sweet Home – Community dining is opened three days a week with about 10 in attendance. Working on removing barriers such as the cost of transportation to the dining center.
- Mill City – Serves 30-40 diners on Tuesday and Thursdays. Both the meal site manager and the diners contribute to the meal site themed enhancement with everyone engaged and supportive of each other.

A new logo is being created for the MOW program which is Connections Café. Once the brand and logo are finalized it will be shared with the Councils.

#### Home Deliveries:

- There has been an increase in home deliveries at all meal sites.
- Newport has a new van that they are working on getting retro fitted to enable them to have two separate deliveries. One delivery would be Siletz-Toledo and the other would run up and down the 101 corridor.

#### Menu:

- Starting July 1st, TRIO Foods will start a new cycle menu which will allow for a more robust and creative dining experience. There will be more culturally aware meals a few times a month and special meals for different holidays.
- Frozen meals – Starting in July, there will be a frozen meal for every fresh meal, giving a choice of 20 frozen meals rather than the 12 they had previously.

## 7. Area Plan 2025 Discussion on Focus Areas: (All)

Area Plan – A four-year strategic plan that is required as an Area Agency on Aging (AAA).

- The next Area Plan will start in July 2025 giving just a little over a year to get it developed.
- Part of the Area Plan development is the Community Services and Supports Unit at the Aging and People with Disabilities (APD) office who creates focus areas that are required to be in the Area Plan. The new four-year Area Plan will have the same State mandated focus areas as the current Area Plan which include:
  - Aging and Disability Resource Connection (ADRC)
  - Nutrition Services
  - Health Promotion
  - Caregiver Services and Support
  - Elder Justice
  - Native Elders
- With the current Area Plan the Councils decided to add additional focus areas which includes:
  - Transportation
  - Financial Wellness that includes focus on how to serve the most medically fragile older adults with hands-on care needs who are experiencing homelessness.
- The Councils need to decide what additional focus areas they want to add for the next four-year 2025 Area Plan:
  - Program Director Moore suggested putting a survey out to get the Council's input.
  - Things to think about when deciding about additional focus areas:
    - Transportation – is a big area of focus and OCWCOG is not a transportation agency.
      - SDS did develop some goals and objectives and brought some transportation providers to the table.
        - ✓ SDS was not that effective in the goals and objective area for transportation.
    - Financial Support:
      - Housing:
        - ✓ Two new housing positions were created.
        - ✓ Started working with shelter providers.
        - ✓ SDS was effective and there is still great work that could be done around housing.
      - Financial Support in helping support people who need to use Supplemental Nutritional Assisted Program (SNAP) benefits. Older adults tend to use this less than any other population.
        - ✓ Goals were developed around this but not that effective.
      - SDS did not do anything around emergency or disaster preparedness in the Area Plan, yet there has been some level of disaster preparedness done for SDS's consumers (fires, ice storms, floods).
        - ✓ This is an area that SDS has a passion for and would like to think about adding as a focus area.
- Discussion:
  - Program Director Moore said they could do a broader scope of focus areas but limit their goals for each one.
  - Lee Strandberg questioned where we could do the most good for the limited money that is available. He suggested doing a needs assessment by surveying the Managers of

each clinic to identify what the biggest and most costly needs are of the most fragile patients.

- Program Director Moore clarified that a needs assessment is already part of the Area Plan but likes the idea of surveying the Clinic managers.
- Mr. Strandberg volunteered to help with the needs assessment.
- Suzanne Lazaro questioned that with patients costing hospitals and the Oregon Health Plan (OHP) a lot of money would it be possible for our programs to get a grant or some sort of funding once the need is identified.
- Richard Montgomery questioned whether those individuals who qualified for SNAP benefits but chooses not to utilize the benefit if the money could go to MOW or some other food share program.
- Jasper Smith would like to see more foster care capacity which would help unhoused folks with medical needs.
- Program Director Moore would like to hear from everyone on what they would like to see for additional focus areas and feels the best way is to send out a survey.

**ACTION:** Program Director Randi Moore and SDS Administrative Assistant Terri Sharpe will develop a survey to collect the Council members' input on what additional areas of focus they wish to work on for the next four years.

- SSAC Vice Chair Terri Fackrell pointed out that when you have a lot of needs or big goals to solve then coming up with steps for the solution would be important so you can see if you are making progress. For example, what would be OCWCOG's role with houselessness and what kind of impact can we make if we choose to make it a goal.
- MOW Supervisor Handley asked if the Area Plan goals were the big reach goals, and these are the steps we are going to take or are the Area Plan goals what we hope to reach after four years?
- Program Director Moore said OCWCOG's philosophy is that after four years we have accomplished our goals. Then the next four years we work on the next steps goals...

Past Area Plans and this Area Plans updates can be found on OCWCOG's website by clicking on <https://www.ocwcog.org/seniors-disability/>.

## **8. Program Updates: (Program Director Randi Moore)**

Older Americans Month 2024 Planning:

- Held in May
- As in the past, OCWCOG will create an Older Americans Month proclamation in which OCWCOG Board of Directors, and their member governments will be asked to adopt it.
- SDS is looking into doing outreach through the radio and movie theater ads.
- SDS is reaching out to community centers and senior centers to host and support an Older Americans event.

**ACTION:** Program Director Moore will reach out to the Council members to see if anyone would like to attend and represent OCWCOG as a Council member at the centers who will host an Older Americans month event.

OCWCOG is working on the FY July 2024–25 budget.

- This is the second half of the biennium and so there is an understanding of what SDS's funding will look like and there should be no major changes.

- OPIM will take a bit of the funding and some Covid funds are still in effect till 2025. Things are looking good.
- When preparing for the July 2025-27 biennium budget there will be more concern and SDS will have to be more conservative.

OPIM Update:

- OPIM has been approved for a soft launch as of June with a year to implement it.
- SDS will launch on June 1st with the hopes of having everyone moved over within six months.
- Currently, there is no training for OPIM but hoping by June 1st there will be training developed.
- At this time, consumers will have the choice between OPI or OPIM.

All Staff Meeting:

- Great event with staff being able to be all together in one room.
- There was Diversity, Equity, and Inclusion (DEI) training.
- At a future All Staff meeting, Program Director Moore would like to have some Council members come and give a spiel about the Councils and how they support SDS programs.

Community Services Consortium (CSC) Update:

ACTION: Program Director Randi Moore will put the update in writing on where CSC and OCWCOG are in their collaboration and send it to everyone.

Volunteer Coordinator Heidi Durrett:

- Has been with the agency for four months.
- Has been working with MOW developing standards and consistency.
- Will start working to help support the Councils in growing membership and volunteerism.

ACTION: Program Director Randi Moore will invite Volunteer Coordinator Heidi Durrett to a future Council meeting to meet the Councils.

**9. New Community and Economic Development (CED) Director Jaclyn Disney Introduction:**  
(Program Director Randi Moore)

CED Director Jaclyn Disney, who has been with the Agency for three months, gave a brief review on CED's programs and services which include:

- Transportation planning.
- Land use planning.
- Operation of two metropolitan transportation agencies.
- Business lending for small business.
- Lead agency for the Cascades West Economic Development District:
  - CED does economic development planning for Linn, Benton, Lincoln, and Lane Counties.
  - A five-year plan is submitted yearly to the Economic Development Administration on what they are doing in the communities to have economic prosperity.
- RideLine Program:
  - They operate the Call Center.
  - Manage a brokerage service that provides non-emergency medical transportation and mileage reimbursement to eligible clients who are traveling to covered medical sites

under the Intercommunity Health Network (IHN) or the Oregon Health Plan (OHP) programs.

- A new program is being developed to educate people on how to use and access the transportation services.
  - This could be either one-on-one or group education.
  - RideLine has brochures and magnets on how to use and access transportation for anyone who would like to have them for clients.
  - Ana Ojeda Duffy is the bilingual transportation educator.
  - Click [here](#) for the link to the brochure.

**ACTION:** RideLine will provide brochures or magnets to anyone who would like them to handout to their clients.

**Q&A:**

Q - How is RideLine different than Dial-a-bus?

A – RideLine will provide door to door service, they have drivers who can help people who have mobility issues, and they provide reimbursement for travel for eligible consumers.

A – Program Director Moore clarified that RideLine is transportation to medical appointments for people who are on the OHP, and they don't have to be older adults and people with disabilities. Dial-a-bus is in different communities and is community driven for older adults and people with disabilities. It is not a Medicaid benefit but Medicare and private pay benefits.

A – Jasper Smith clarified that Dial-a-bus is a non-profit transportation provider that contracts with RideLine, Corvallis City County, Benton Mental Health, and the school district to provide rides to older adults and people with disabilities. A non-profit entity that can contract with a variety of different entities.

Q – Has CED Director Disney had any conversations around affordable senior housing?

A – Not in this community but prior to her time with OCWCOG she spent a lot of time in housing and working in the affordable housing sector as well as in senior apartments and homeless services for people who were at risk of homelessness or currently actively homeless. Currently, OCWCOG collaborates and supports our partner agencies that are in that arena but are not actively involved in the senior housing conversation.

Q – With her knowledge and experience would there be the possibility of being part of those conversations in the future?

A – She would be happy to part of those conversations down the road.

CED Director Disney will be back to talk with the Councils as they develop the Area Plan.

**10. Other Business and Announcements:**

N/A

**11. Adjournment:**

The meeting was adjourned at 11:32 am.

The next meeting will be on Tuesday, June 4, 2024.

*Meeting Minutes was recorded by Terri Sharpe.*