

**Joint  
Senior Services Advisory Council (SSAC)  
and  
Disability Services Advisory Council (DSAC)  
Meeting  
MEETING MINUTES  
Tuesday, June 4, 2024**

**SSAC Members Present:** Mitzi Naucler, Chair; Terri Fackrell, Vice Chair; and Lee Strandberg.

**DSAC Members Present:**; 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:** Dawn Rustom and Sandy Potter.

**Guests:** Gena Sellers, Laronda Harvey, and Mimi Chen.

**Members Absent:** Jan Molnar-Fitzgerald, DSAC Chair; Kay McDonald, Care Planning Committee Chair; Bill Turner; and Holly Bollman.

**Staff:** Randi Moore, Senior and Disability Services (SDS) and Community Services Program (CSP) Director; Ryan Vogt, Oregon Cascades West Council of Governments (OCWCOG) Executive Director; Bernadette Handley, Meals on Wheels (MOW) 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 the April 2, 2024 Joint SSAC/DSAC meeting minutes made by Suzanne Lazaro, seconded by Allison Hobgood. Motion passed unanimously.

**3. SSAC Membership Renewal:** *(MNC Chair Michelle Giammona)*

**ACTION:** Motion to approve the SSAC membership renewal of Kay McDonald, Lee Strandberg, and Terri Fackrell and send to OCWCOG Board of Directors for their approval made by MNC Chair Michelle Giammona, seconded by SSAC Chair Mitzi Naucler. Motion passed unanimously.

**4. DSAC Membership Renewal** *(MNC Chair Michelle Giammona):*

**ACTION:** Motion to approve the DSAC membership renewal of Richard Montgomery and Suzanne Lazaro and send to OCWCOG Board of Directors for their approval, made by MNC Chair Michelle Giammona, seconded by DSAC Vice Chair Allison Hobgood. Motion to approve the DSAC membership renewal of Michelle Giammona and send to OCWCOG Board of Directors for their approval made by DSAC MNC member Richard Montgomery, seconded by Suzanne Lazaro. Motion passed unanimously.

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

ACTION: Motion to approve the Monitor and Review Committee's recommendation on the agencies that will continue to receive Older Americans Act (OAA) funding for the FY 2024-25 and the dollar amount funded made by Richard Montgomery, seconded by Lee Strandberg. Motion passed unanimously.

**6. Oregon Cascades West Councils of Governments (OCWCOG) and Community Services Consortium (CSC) Partnership Update:** *(OCWCOG Executive Director Ryan Vogt)*

History on OCWCOG and CSC's partnership:

- CSC is another social service entity that serves Linn, Benton, and Lincoln Counties.
  - CSC is one of the State's largest anti-poverty agencies, centered around people with low income.
  - Services provided by CSC include:
    - Energy and weatherization services.
    - Housing
    - Veterans program
    - Serves the same region as OCWCOG with some carry over population.
- Last 10 – 15 years:
  - Conversations took place between OCWCOG and CSC's Board of Directors (BOD) questioning why there are two separate volunteer government entities serving the same region and the same population.
  - Conversations revolved around whether they should merge or stay separate.
    - At this time the preceding OCWCOG's Executive Director was leaving OCWCOG and CSC's Executive Director was getting ready to retire in a few years.
    - This prompted the two BODs to start looking at whether they should be looking at a different model for the two organizations in terms of administration.
    - The BODs decided to maintain separate structures with the two organizations.
  - Post hiring of OCWCOG Executive Director Ryan Vogt:
    - The OCWCOG BOD stated that the partnership between the two organizations needed to get closer with the possibility of the end goal looking different.
    - Over the past four-years the two Executive Directors, OCWCOG Executive Director Ryan Vogt and CSC Executive Director Pegge McGuire have been working together to see how they can better pair their services to make it easier for their joint consumers to access both organizations services without having to navigate two separate systems.

Present time:

- The Corvallis office has started co-housing the two organizations.
- Focus is on where OCWCOG and CSC consumers intersect and whether they can share information to ensure people are aware of the programs in both organizations.
- Staff are being trained on the types of business being conducted and eligibility requirements.
- Looking at administrative efficiencies where the two organizations can join forces.
  - Finance system
  - Diversity, Equity, and Inclusion (DEI)
  - Payroll System
  - Implementing the same policies to give parity across the two organizations.
  - Some administrative services have been combined for efficiency.
    - There is one Information Technology (IT) team that serves both organizations.
    - There is one Human Resource team that serves both organizations.

CSC Executive Director Pegge McGuire announces her retirement in December 2024:

- The two BODs started discussing again whether this was the time to look at a different administrative structure over both organizations or does CSC hire another Executive Director and the structure exists the same as it is currently.
- Subcommittees were formed, comprised of members of both BODs, to discuss the long-term future of the administrative structure for the two organizations.
  - The subcommittees are exploring multitudes of models with some of the models looking at having a single administration over both organizations.
  - The subcommittees are looking at the feasibility of this and, if they agree to move forward with this model, it will still need to be approved by both BODs.
- As of now, no decision has been made.
- Regardless of what the subcommittees decide, OCWCOG Executive Vogt and CSC Deputy Director Kayla Armstrong will continue to find administrative efficiencies between the two organizations.

#### Q & A

- Q – Is there any major funding that requires them to be two separate organizations.  
A – This is a concern. Even though a single entity makes sense, there has not been an analysis done and having a **legal** single entity could unmask some unknown consequences they are not aware of.  
To the best of Executive Director Vogt's knowledge, the BODs are not contemplating merging as a single legal entity.
- Q – How does the funding coming from State and Federal levels impact the flow of funds.  
A – A lot of those things still need to be thought through. The way the subcommittees are contemplating this is whether there will continue to be two Executive Directors or will there be one visionary Executive Director over both organizations.
- Q – Are there any timeframes of when decisions will be made?  
A - Because the decision will affect Executive Director Vogt and the OCWCOG, he voluntarily steps out of the conversations of the subcommittees. The subcommittees are aware that they will have to make a hire, whether it is for a CSC Executive Director or a single Executive Director for both organizations. Decisions will have to be made quickly if they want things in place by December and they should know more by the end of June.

#### 7. **Care Planning Committee (CPC) Report:** *(SSAC Chair Mitzi Naucner)*

The CPC report was given by SSAC Chair Naucner due to CPC Chair Kay McDonald being absent due to illness.

The CPC met on May 7th, where they heard from:

- CPC Chair Kay McDonald - who reported on the impact of loneliness and seclusion on older adults. There was talk about having this as a possible focus area for the next Area Plan.
- Aging and Disability Resource Connection (ADRC) Lead Worker Robyn Vega - who reported on the responsibilities of the ADRC, the types of calls they receive, staff, and training. There were questions and discussion on how to provide service to the deaf community, and what the Option Councilors and Caregiver Support programs entail.
- OCWCOG Project Manager Nick Andrews – who reported on the agency's Strategic Plan update. The agency has met and completed more than half of items in 2023 and has completed over 90% of identified milestones in the first quarter of 2024. In the second quarter of 2024, 44% of the milestones have been met with 56% in the progress to be met. This has been done through great collaboration among the staff.
- Program Director Randi Moore – who reported on the State mandated strategic four-year Area Plan. They are currently finishing up work on the 2021-24 Area Plan which ends at the

end of June 2024, and they will begin developing the new Area Plan that will begin in July 2025.

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

The next meeting of the Care Planning Committee will be held on Tuesday, September 10, 2024 starting at 11:00 am. All are welcome to attend. If one is not on the CPC roster and wishes to attend they should reach out to SDS Administrative Assistant Terri Sharpe at [tsharpe@ocwcoq.org](mailto:tsharpe@ocwcoq.org).

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

Updates on the Meals on Wheels programs:

- Paws and Claws – the new pet program.
  - The Paws and Claws logo has been finalized.
  - Outreach:
    - 30 – 60 second ads.
    - A grant has been applied for.
  - Services to be offered:
    - Provision of pet food.
    - Boarding of pets.
- Connections Café – Community dining program:
  - Rebranding to encourage folks to come into the community dining sites.
  - The new logo is finished.
  - Outreach:
    - New menus.
    - New website.
    - Newsletters.
  - Meal sites:
    - Lincoln City – Currently remodeling their community dining room. They will reopen mid-month.
    - Siletz – Meeting with Tribal members in moving forward to opening their community dining center.
    - Corvallis Community Center (C3) – Partnering with Cornerstone Associates.
      - OCWCOG will be stepping away home deliveries with Cornerstone taking over.
      - This week they will be starting Monday – Friday home delivery meals.
      - By the end of June they will be completely out of the Elks building.
      - The meal site manager will continue as a COG employee but will assist in the MOW program from an administrative capacity.
    - Newport – They are the host kitchen for all meal sites on the coast.
      - MOW contracted with TRIO to provide the meal site manager for Newport going forward.
- Environment:
  - New Oregon law starting in 2025 banning Styrofoam food containers.
    - Five meal sites using compostable trays with all meal sites being converted by the end of the year.
    - MOW will reduce the use of their paper bags.
    - MOW will continue to use biodegradable bags for their frozen meals with cold packs.

- Go Green out of Benton County reached out to MOW about partnering with them in having Cornerstone start using reusable trays.
- Cycle menu – New menu that will introduce a variety of new food choices.
  - More fresh fruits and vegetables will be available.
- Volunteer recruitment remains to be a challenge in Siletz, Toledo, Lincoln City, Brownsville, and Sweet Home.
- Health and Safety:
  - Unique living arrangements.
  - Addressing how to safely deliver meals.
  - Meal site managers experiencing a different kind of engagement with some of the behavioral issues with some of their consumers.
  - As the MOW program moves forward, they may be looking at different programming to overcome some of these barriers and challenges.

## 9. Program Updates: (Program Director Randi Moore)

Oregon Project Independence Medicaid (OPIM) has been launched.

- Oregon Project Independence (OPI) supports consumers with a few hours of assistance in their homes weekly.
- OPI has been solely funded by the State of Oregon.
- OPI now has a Medicaid match with the new OPIM program.
  - Consumers can have more hours of assistance.
  - OPIM will be State and Federally funded.
- Staff have reached out to 36 OPI consumers to see if they wanted to join the program.
- The goal is to have everyone converted by the end of year then bring on new consumers.

ACTION: After 12 months of implementation, Program Director Moore will invite OPI staff to a future meeting to report on how the OPIM program is working.

Staff:

- SDS is near to being fully staffed.
- Qualified candidates are applying.
- The Adult Protective Service (APS) team is fully staffed
- However, staff workloads are being impacted with so many staff taking *Paid Leave Oregon*.

Program Director Moore is approved to be part of the Home Care Commission (HCC):

- The HCC is a Governor appointed committee that is dedicated to serve homecare workers and personal support workers workforce.
- The HCC is funded and managed by the State of Oregon.
- The HCC is tied together with Aging and People with Disabilities (APD) and the Developmental Disabilities (DD) department.
- The HCC identifies training and supports for homecare workers and personal support workers workforce.

ACTION: Program Director Randi Moore will invite Oregon Home Care Commission Interim Executive Director Jenny Cokeley to present at a future Joint SSAC-DSAC meeting.

Area Plan:

- Staff are making updates to the Area Plan work they did this year.

- Staff and the Care Planning Committee will be spending the next year developing the next four-year Area Plan which starts in July 2025 and wrapping up the current Area Plan.

ACTION: The *Area Plan 2025-29 Additional Areas of Focus* survey results will be shared at the next Care Planning Committee meeting.

Outreach:

- May - Older Americans Month:
  - Staff went to senior centers.
  - Baskets were provided for events.
  - Food was provided for events.
- June - Pride Month and Juneteenth:
  - Staff out in the community attending events throughout the three-county region.

ACTION: Staff are out in the community spreading word of who SDS is and what they do. If anyone knows of an event out in the community that they feel SDS should be there they should let Program Director Moore know and someone will be there.

#### **10. Other Business and Announcements:**

SSAC Vice Chair Terri Fackrell shared that C3 is cohosting the *Oregon Senior Games* this summer with Visit Corvallis. The event is posted online at <https://oregon seniorgames.com/>. If anyone needs flyers or information they should reach out to Ms. Fackrell.

#### **11. Adjournment:**

The meeting was adjourned at 11:04 am.

The next meeting will be on Tuesday, August 6, 2024.

*Meeting Minutes was recorded by Terri Sharpe.*