

<b>Minutes</b>	<p><b>Executive Committee Governor's Commission on Senior Services</b></p> <p style="text-align: right;"><b>May 5, 2006</b></p>
<b>Members:</b>	John Helm (chair), Eunice Dutton (vc), Kay Kirkbride, Charles Kurtz, Robert Lawrence, Dolores Raymond
<b>Staff:</b>	Morgen Brodie, Marc Overbeck, Wendy Russell
<b>Call Meeting to Order 10:10</b>	
Approval of March Minutes: Kay/Eunice approved as written. Passed	
Review of Agenda: No additions/corrections	
<b>Announcements</b>	
<p>Kay-Son in law in hospital possible stroke.  Eunice-Back safe after accident.  Robert- Grandson came thru heart surgery with flying colors.  Meeting this afternoon regarding the forums.</p>	
<b>Conversation with James Toews</b>	
<p>The draft of the initial recommendations on the future of long-term care in Oregon report is still being edited and one section is being rewritten. James told members that he would get copies to them early to mid week by the latest of next week. He still has not received comments from Erin Kelly-Seil or Dr. Goldberg. The leads will be getting their PowerPoint presentation out to members. <b>Washington Community Television will be broadcasting the forum and will get copies available.</b> The city of Hillsboro will be paying for that.</p> <p>Members would like to set up a last walk thru before forums. The idea of a video conference for members who are facilitating was brought up. It will be set-up for somewhere between the 19<sup>th</sup> and 24<sup>th</sup> of May.</p> <p>The members want to be able to capture a summary of comments and concerns that are made at the forums. Flipcharts to highlight ideas as well as steno equipment to record exactly what people say are what was suggested to use. Again it was reminded that index cards would be used mostly with written questions.</p> <p>Morgen informed members that the 5 day requirement for reasonable accommodations is well within the ADA requirements which are 7 days.</p> <p>John has hired Ann to help with sending out invitations to the various elected and government officials. Any other facilitators who need extra help contacting the appropriate people just need to let John know.</p> <p>James offered that SPD would send out a mailing to all the providers on their alpha list.</p>	

## Staff Updates

Morgen-James, Cathy, facilities and herself will have the preliminary walk thru of the new office space at 676 Church street on Monday afternoon. The unit could start moving in May and be totally moved by June if the space doesn't need too much modification.

## Discussion Items

**Long-Range Planning/Community Forums:** The committee agreed that they would like the key questions to be readily available for them to discuss before the community forums. The questions should be written so average people will understand what is being asked. These forums are designed to begin the dialogue and give information about the forecast of the aging baby boomers and the effect on services they will have. It is up to Oregonians to come up with the answers to the questions not for "the state" to figure it out. All agreed that the question about revenue would be a tricky one and that there should be someone to direct those questions to. Member agreed that the forums need to reach those that are also in their 40's; due to the time of day that they are being held this could be an issue. Personal choices. Multigenerational audience. Beginning of the dialogue and it is up to individual members/partners to follow up.

The staff is continuing to proceed with work here, 8 of 10 flyers are finished, 15 counties information up on website. The draft recommendations on the future of long-term care in Oregon paper will be posted once it is released. DHS publicity will send out a centralized mailing to its partners and stakeholders, major media in areas will receive information in advance so there should be something in the newspaper. It was decided that since the Governor came on board his office should send out a news release. Individual members should contact who they think should attend. It should be pointed out that any refreshments besides coffee, tea and water were provided by other partners and not state funds.

## Annual Celebration/Meeting Schedule:

John has spoken with most members independently about the 25<sup>th</sup> anniversary of GCSS and the Annual Celebration. It was agreed that commissioners want to do something really spectacular for the 25<sup>th</sup> year.

It was decided to bring the idea of moving the annual celebration to November and then not having a December meeting this year. **John will try to reserve Mahonia Hall for the evening of the 9<sup>th</sup> of November.**

Eunice, Dolores and Morgen will be on the committee. Eunice will ask Elaine and Remona to serve on this year's committee. It will be brought up at the next commission meeting for more volunteers. The committee will begin working on a mailing list of honorees.

## GCSS Planning Days:

**Marc will try and find out the facilitator GCSS has used in the past from DAS.**

Dolores offered to contact Dr. Margaret Neal as maybe one of the key note speakers.

**Wendy will find a room for May 16<sup>th</sup> at 11 a.m. for the committee to meet.**

**May Commission Agenda:** It was agreed that on the agenda for May there should be Planning days, Forums debriefing and Annual Celebration discussion. The Thursday afternoon meeting will be focused on forum debriefing and speaking with representatives for the network of senior services in the Eugene area so that the commission can hear about the community needs. Friday's meeting will be business as usual. **Marc will contact Jack Ewing and Kay Metzger.**

## Other Items—Good of the Order

Kay-Asked that the conference call on the 9<sup>th</sup> for facilitators will be at 1:30 p.m. so that she would be able to attend. The call will nail down the roles that facilitators/leads will be doing at forums and setting up a script.

## Adjourn 11:40

Action Item:	Assigned To:	Deadline:
John will try to reserve Mahonia Hall for the evening of the 9 <sup>th</sup> of November.	John	
Marc will try and find out the facilitator GCSS has used in the past from DAS.	Marc	
Wendy will find a room for May 16 <sup>th</sup> at 11 a.m. for the committee to meet.	Wendy	
Marc will contact Jack Ewing and Kay Metzger.	Marc	