

Minutes

Governor's Commission on Senior Services July 22, 2005 Department of Human Services

Members: Dolores Hubert (Chair), Eunice Dutton (VC), Elaine Barrett, Don Butsch, Estill Deitz, Jack Ewing, Chris Flammang, Chuck Frazier, Marilyn Hinds, Kay Kirkbride, Charles Kurtz, Robert Lawrence, Barbara Nelson, Jack Roberts, Kathleen Schonau, Remona Simpson, and Maria Smith

Guests: Denise Dion, Lee Girard, Joan Staley, Kelly Wessels, and Alan Youse

Excused: Linda Miller, and Dolores Raymond

Absent: John Helm

Staff: Morgen Brodie, Sam Epperson, Becky Murphy, and Marc Overbeck

Called Meeting to Order

Introductions were made.

Approved June 2005 Minutes as corrected, with corrections a) adding Eunice Dutton to the list of attendees; b) correcting the spelling of Kelly Wessels' first name; c) adding John Brenne in the list of those attending; c) striking the phrase "if it wished" under the General Issues report; and d) striking the word "role" on page 5 of the minutes.

Reviewed and approved Agenda with one additional item--adding Kay's report on the Family Support Council under Liaison Reports.

Announcements

Dolores Hubert received a letter officially inviting her to serve on the Future of Long-Term Care group.

Dolores reminded members that they need to attend committee meetings that they are members of.

Marc requested members to check the roster being routed and make any changes and add cell phone numbers. Prospective members will also be listed.

Marc requested that members indicate on the route slip if they wanted copies of routed items.

Marc reported the director survey was in the packet and only a few have been returned. If you haven't turned one in as yet (or completed on-line), please turn it in by noon. The Executive Committee decided GCSS should have individual and collective recommendations.

Correspondence

Marc reported on the letters received and sent during the last month, and passed around routing slips for people interested in a copy.

Capitol Coordinator Report

Don reported SB 781 is still being worked on, it will pass, and other legislation is still working its way through the process.

Legislative Advocacy Update

* Charles reported the meeting was a short one because there was not much going on that hasn't already been resolved. The Committee lacked a quorum yesterday; he underscored that it is important to attend the committee meetings.

* One of main issues discussed was manufactured home parks and displacement of homeowners and the legislative bills to help with this. We need to keep an eye on the issue and proposals, and closely follow the Manufactured Housing Coalition too. It was recommended that Dolores Raymond (if able) work with the Coalition, as a representative is needed from GCSS.

* Marc reported on:

- SB 781 – The latest version which passed the Senate has “Dispense As Written” in it.
- Congressman Hooley is looking at federal legislation on capital gains tax.
- Marc went over the information in the red folders, including the legislative bills update.

General Issues Update

Eunice reported on the General Issues Committee activity:

- End of Life guides are in - mailed out large orders; pick up any small orders today. AARP is being requested to have more guides printed (10,000 both Fiscal Abuse and End of Life). Eunice requested that all members call local directors of area AAAs for storage and distribution.
- Eunice has list of fairs we'll be attending and costs of tables. We're taking Financial Abuse guides, End of Life guides, “No Call” information, information from Department of Justice, plus magnets, fans, etc.
- The recent report from Oregon Housing and Community Services included statistics and defined the greatest need for the senior population. The Director also addressed the need for a new model, the homeless, and funding issues. Kelly discussed about the homeless and domestic violence in her county.
- The Committee met with Debbie Wert of DHS and discussed expanding transportation options for seniors, including those not on Medicaid.
- The Committee made a recommendation on sending PERS a letter regarding Identify Theft.

MOTION: Send a letter to PERS mentioning GCSS has been working on the Identify Theft issue and noting PERS checks and statements have complete SSNs. *Passed.* (Estill Deitz/Eunice Dutton)

Executive Committee Update

Dolores briefly reported on:

- The Executive Committee meetings will be at HSB next year.
- New director survey reminder. If already done electronically, give comments to Marc.
- Orientation Manual - Any suggestions about the Manual or Bylaws, give to Eunice or

Chris.

MOTION: Recommend that Denise, Joan, and Kelly be appointed by the Governor to the GCSS. *Passed.* (Eunice Dutton/Marilyn Hinds)

Health, Abuse, and Long-Term Care Committee Update:

Estill reported the guest speaker, Mary Schutten, spoke on IdentiMed, a medication administration management product.

Subcommittee reports:

- APS--Marilyn - Committee plans to be proactive in development of a program for the day calling attention to abuse of vulnerable Oregonians. After development, they will ask the Commission to contact local media. Video on elder abuse was shown. Elaine is interested in attending the conference on Elder Abuse in Eugene and wouldn't have motel costs. Those interested in attending, let Dolores know. Tim commented on the term of "vulnerable Oregonians" versus "seniors". There may be confusion but this is a national term, "vulnerable adult" says all seniors are "vulnerable" and doesn't just focus on older adults. The emphasis of the subcommittee is on elder abuse.
- Adult Foster Care--Kay – Reported concerns about SPD foster home care. Training for new foster home providers is inconsistent, not provided often enough, and training not monitored by the state. Emphasis needed on certified training. SPD is presently developing an RFP for a trainer.
- Wellness--Estill – Reported on a phone presentation given on Food & Friends (same type of program as Meals on Wheels). Kelly commented there is also a video series. Volunteers feel more useful when knowledgeable about elder abuse/neglect and able to follow instincts with empowerment.

Jane-ellen gave an update on MMA. Kathleen and Kelly discussed SHIBA regarding insurance and fraud issues. SHIBA is now part of the Insurance Pool Governing Board – and is charged with providing information to all seniors, not just Medicaid recipients. Jane-ellen stressed the need to ask questions and be proactive.

Mental Health and Addictions Committee Update

Elaine briefly reported on:

- The review of the county Mental Health plans matrix.
- Review of Mental Health issues in the State Plan. There will be regular updates of the state plan, and we will follow-up on this issue.
- Mental Health Training in Public Safety/Law Enforcement. The group is concerned about training, and plans to invite a police representative for the September meeting.

Introduction and Discussion with the Interim Director (Bryan Johnston)

DHS Interim Director Bryan Johnston reported on how pleased and surprised he was with the multiple boards and commissions of DHS bringing broad experience and contacts. He noted that the fastest growing organization in the United States is AARP, which is indicative of the clout of seniors and importance of these issues. Bryan emphasized that the time and effort GCSS members spent is important and makes a positive difference.

Member Training – Travel Expense Documentation (Sherry Whitehead)

Sherry reviewed how to fill out the expense form:

- Date and time – means the time left home, not when get to Salem.
- Date and time – means the time you get back home.
- Mileage – calculate the total put “rt” for roundtrip. You can sometimes divide out if include mileage from and to motel.
- Purpose of travel – Make sure to put the purpose of the specific meeting
- Meals and lodging: The dates should coincide with date above. We need receipts for lodging when the room is not direct billed.
- Comfort Suites furnishes breakfast, so we won’t reimburse.
- Postage – we need a receipt.
- Calls – we need copy of bill.
- Other expenses – please include date, amount, and receipts.
- You need to check the box at the bottom that you did not receive any travel benefits, and initial it.
- You must sign and date your form.

GCSS Budget Discussion

Morgen facilitated discussion on the GCSS budget:

- Travel policy is in the Orientation Manual, section 3. These guidelines are the same as state employees. You must be in overnight status to be eligible for meal reimbursement unless you leave before 6 am and/or return after 7 pm. Lodging contracts are with Comfort Suites and Salem Inn.
- Budget costs – Staff went back through TEDs and credit card expenses for regularly scheduled meetings and identified the costs associated with the Exec Committee, Full Commission, and other member expenses. GCSS doesn’t have a line item budget but is a part of the SPD Administrative Budget, which is taking a 3% reduction.
- Morgen also went over the costs of Special Events. Morgen reported that we are currently printing and mailing meeting packets to about 160 individuals, including the Commission. Believing we could reduce costs significantly, staff included a cover letter this month inviting stakeholders to use E-scribe in order to get electronic copies, and if they chose not to use it they could request a hard copy and we would send it.
- Marilyn proposed staff send an announcement to interested parties that GCSS information is available on the Internet. (This was taken care of in the cover letter sent by staff.)

MOTION: Let the staff letter to stakeholders stand as is. *Passed.* (Estill Deitz/Jack Roberts)

Discussion on past history, current climate for cuts, special projects, accountability, and valuable time as volunteers.

MOTION: Form a budget subcommittee including Bob, Charles, Elaine, Eunice, with Charles as Chair. Have a report and recommendation ready for September’s meeting.

Passed. (Bob Lawrence/Eunice Dutton)

DHS/SPD Updates: (Cathy Cooper)

- Cathy reported that Oregon is ahead of most states on MMA. DHS has been working aggressively on all fronts. CMS sent letters to all governors about MMA.

- Cathy distributed a handout on the types of local offices in Oregon. She discussed what the differences are among AAA (county) and SPD (state) offices. Douglas County Commissioners approved their office to become a Type B-2 Office, serving both older adults and people with disabilities.

MOTION: Support Douglas County application move to type B-2 contract. *Passed.*
(Charles Kurtz/Eunice Dutton)

Staff Updates

Morgen announced that Becky and Sam have been added to team. Morgen reported on the team's planning meeting.

Training courses through DHS are available at no charge (in packets).

Marc congratulated Chuck and Kathleen on their appointments by the Governor.

Marc checked with Governor's office concerning new appointments –and they have asked that our office forward messages/recommendations on the appointment of new members. A reminder that if anyone wants to apply to be appointed Chair, they must contact the Governor's office by the end of July.

MMA information is on the back table.

Chair's Discussion Items

Alan Youse is a possible member for the future. Currently he works for the Department Agriculture and has worked with Manufactured Homes and AARP.

Senior Medicare Patrol --- Medicare fraud, MMA issues – Dolores will meet later today with Cathy, and will E-mail Commission members of the results.

The Brain Injured and OGA Conferences are coming up in Portland. People interested in attending should notify the chair or staff.

Network of Care (Lee Girard)

Bob Lawrence and Lee Girard briefly reported on New Front Door and the Network of Care. There will likely be regional trainings in September or October.

Liaison Reports

Home Care Commission:

Nothing to report.

Agency with Choice:

Still in beginning stages.

Family Support Council:

Kay reported not having a positive experience, with meetings canceled and staff quitting. Kay will try again and give an update after new staff is assigned.

Planning and Management Advisory Committee

Remona reported that the group was meeting in the next couple weeks under new co-chairs.

Member Submitted Items

Birthdays - Elaine and Barbara.

Cards for Tim (goodbye) and Dolores Raymond (get well).

Action Item:	Assigned To:	Deadline:
Corrections to June minutes.	Becky	9/12/05
Update roster (changes plus prospective members).	Sam	9/12/05
Copy routed materials and correspondence requested.	Sam	8/8/05
Copy and send director surveys to Director's Office.	Becky/Sam	7/25/05
Analyze director surveys.	Marc	7/22/05
End of Life – pick up small orders.	Members	7/22/05
Check with local AAA offices regarding storage and distribution of guides.	Members	9/22/05
Check with communities and/or counties regarding housing and transportation needs.	Members	9/22/05
Letter to PERS regarding full SSN on retirement checks and statements.	Marc	8/5/05
Recommend Denise, Joan, and Kelly to the Governor as prospective members.	Marc	9/9/05