

RESIDENTIAL FACILITIES ADVISORY COMMITTEE (RFAC) MEETING  
October 16, 2015

at the

Holiday Inn Wilsonville  
Lewis and Clark Room  
25425 SW 95<sup>th</sup> Avenue  
Wilsonville, OR 97070

**MEETING NOTES**

**MEMBERS PRESENT:**

Michele Edwards, Chair  
Bill Bard  
Claudia Kyle

**STAFF PRESENT:**

Fred Steele, Director/State LTC Ombudsman  
Toni Larson, Residential Facilities Ombudsman  
Mary Ann Lebold, Committee Administrator and  
Office Manager

**MEMBERS ABSENT:**

Betsy Welch, Vice Chair  
Teena Ainslie  
Kelly Breshears  
Tom Giles

**LTCO VOLUNTEERS PRESENT:**

None

**GUESTS:**

Rebecca Fetters, LTCO Deputy Director (Effective November 9, 2015)  
Keith Putman, Governor's Commission on Senior Services

**CALL TO ORDER:** Ms. Edwards announced that, since there is not a quorum present, this meeting would be considered a "discussion."

**COMMITTEE BUSINESS:** The minutes of the September 18, 2015 will be considered at the Committee's November 2015 meeting.

**RFAC MEMBERSHIP:** Ms. Edwards talked about individuals who had expressed an interest in Committee Membership. Ms. Lebold reported that two Certified Ombudsmen have requested information about how to express interest in Committee Membership. Bill Bard will contact Susan Schreiber regarding her interest in Committee Membership.

Ms. Edwards suggested that Committee Members discuss a procedure for responding to Executive Appointment Interest Forms. Mr. Steele will contact legislators who appoint Committee Members and remind them of Committee vacancies and suggest possible candidates for appointment.

Ms. Edwards asked Ms. Larson whether she knows of any individual to fill the vacancy created when Meghan Moyer left the Committee. Ms. Edwards believes that Committee Members

should not recruit Committee Members but rather explain the opportunities to serve that are available and clearly explain that the Advisory Committee does not have the authority to appoint Committee Members.

Mr. Putman, a member of the Governor's Commission on Senior Services, does not believe that he should serve on this Committee but he does feel that both groups should have mutual liaisons.

Mr. Steele will determine the time line for recommending individuals for appointment and confirmation of their appointment to the Committee.

The Committee Chair will invite Mary Moller, recently appointed by Governor Kate Brown to serve as Executive Appointments Director, to speak at the Committee's next face-to-face meeting.

Ms. Edwards suggested that Committee Members talk about what qualities perspective Committee Members should have. She suggested that they should have an interest in issues relevant to the Committee purpose. Mr. Bard suggested that they should agree to be willing to make Committee meetings and other Committee events a priority. Ms. Edwards suggested that, since the structure of the LTCO is three "streams", Committee Members should have a connection with at least one of those "streams." Ms. Larson talked about individuals with whom she has worked in the past that would be effective Committee Members and agreed to make them aware of the opportunity to serve on the Committee.

**OCTOBER 14 – 16, 2016 TRAINING EVENT COMMENTARY:** Ms. Edwards commented that she felt a sense of ownership among the volunteers during the Training Event for the content of the event. She went on to list several of the issues that she heard posed by Certified Ombudsmen attending the event. Committee Members and today's guests also contributed their impressions and thoughts about their experience at the Training Event.

**FRED STEELE, DIRECTOR/STATE LTC OMBUDSMAN:** Mr. Steele introduced Rebecca Fetters who will become LTCO Deputy Director on November 9, 2015. Ms. Fetters described her experience with the State of Oregon, a fiduciary firm that provides guardianship services and her 14 years in the developmental disabilities field. Joining the LTCO appeals to her because it is a single agency does all the work that she is accustomed to with much of that work being in its infancy where she will have a role in developing that work.

Ms. Edwards distributed copies of Gretchen Jordan's (LTCO Coordinator of Volunteers) September 2015 report.

The Committee's next meeting will be on November 20, 2015 beginning at 9:00 AM and ending at approximately 2:00 PM at the LTCO offices in Salem. Today's meeting was adjourned at approximately 3:30 PM.