

# Minutes

## Executive Committee Governor's Commission on Senior Services

September 10, 2004  
Keizer, OR

**Members:** Dolores Hubert; Tim Malone; Eunice Dutton; Dolores Raymond; Mary Harvey; Bob Lawrence; and Mariana Bornholdt

**Excused:** Don Butsch

**Staff:** Jane-ellen Weidanz and Sherry Whitehead

### ***Call Meeting to Order***

Approved August 2004 Minutes.

### **Announcements**

The End-Of-Life Resource Guide is complete. We are still waiting for a price break down on quantity printing.

Mariana Bornholdt's term with the Commission is ending September 30, 2004; her liaison assignment with the Long Term Care Advisory Committee has also come to an end. We need to assign a new member to this Committee.

Remona Simpson has been assigned to liaison with the Evidence Based Practices Workgroup.

Tim Malone will act as an alternate liaison with PAMAC.

Dolores Hubert will liaison with Human Services Research Institute.

### **GCSS Letterhead**

The letterhead has been completed. We are waiting for quotes on printing costs for letterhead paper, thank you cards, and envelopes.

### **Recruitment Update**

We have received 18 applications from potential new members of the Commission. Within in the next week interviews will be scheduled. We need to send a letter to all applicants who are not appointed stating, that for a variety of reasons we are unable to have them join the Commission but, they can participate on the Committees.

## **Parliamentary Procedure**

Discussed parliamentary procedure use within the Committee and Commission meetings. Along with some helpful information on how to, “move things along” during a meeting. We also discussed the process of making a motion.

## **Mental Health and Addictions Committee Update**

Discussed the Committees work plan. After the meeting with Dr. Steve Bartels, M.D., geropsychiatrist (guest speaker with the Evidence Based Practices Conference) there may be more issues for the Committee to consider as part of their work plan.

## **General Issues Committee Update**

Discussed the Committees work plan. The End-of-Life Resource Guide has been completed. Eunice Dutton raised concerns with the newest data regarding Oregon Project Independence (OPI).

## **Legislative Advocacy Committee Update**

Discussed the Committees work plan and the brochure that we want to give to Legislators regarding the Commission and its priorities during the 2005 session.

## **Health, Abuse and Long Term Care Committee Update**

Discussed the Committees work plan. Mary Harvey, Chair of the Health, Abuse and Long Term Care Committee has decided that due to medical reasons she must step down as chair.

<b>Action Item:</b>	<b>Assigned To:</b>	<b>Deadline:</b>
Order 2,500 End-of-Life Resource Guides	Jane-ellen	10/15/04
Send a letter to all applicants who are not appointed to the Governor’s Commission on Senior Services stating that they can participate as a non-commission member.	Sherry	10/15/04
Get back the, “Parliamentary Procedure At A Glance,” booklet from Helen Liere.	Sherry	10/20/04
Date all printed materials.	Jane-ellen & Sherry	Ongoing
On the September 2004 Mental Health and Addictions Committee Agenda explain that all members of the Commission are invited to speak with Dr. Bartels.	Sherry	9/14/04
Have Lee Girard, SPD, come to the October 2004 General Issues Committee meeting to discuss Oregon Project Independence newest data release.	Jane-ellen	10/20/2004

Summarize nominee information for the Intergenerational Awards for the Commission, requesting their input on selection.	Jane-ellen	9/16/04
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***Meeting Adjourned***

After the Executive Committee adjourned we started our research trip. We visited with the management and staff at the Multi-Cultural Senior Center, Portland, OR; the Oregon Food Bank, Portland, OR; and the Self Enhancement Institute, Portland, OR.