

ADVS Senior Advisory Council Meeting

Come with meeting results in mind and leave with action commitments in hand

Details: 1:00 p.m – 3:30 pm. June 15, 2016. Hawthorne Building, 501 SE Hawthorne Blvd, Copper Room
Conference line: 971-279-7533

Attendees: Suzanne Hansche, Bobbi Yambasu, Steve Weiss, Kate Cavanaugh, Tamara Maher, Elaine Friesen Strang, Ray Johnson, Dolores Hubert, Bob Baskette, Mary Westfall, Rebecca Miller, Erin Grahek, George Hocker, Lana Brewer, JoAnn Herrigel

Meeting was audio taped and tape to be posted by ADVS staff. Time location for items on tape follows each agenda item in bold.

Action item notes can be found in the column below marked: **Notes: Insights, Decisions, Next Steps (this part stays blank until meeting)**

Meeting results	Accomplished	Some progress	Not addressed	Next steps
Clear understanding of next steps to take	X			Send actions to Commission within one week
Commitment to apply new agenda format		No opposition		Try using microphone
Next meeting details decided	X			July 21- Collaborative meeting July 27 – Annual meeting No August Commission Meeting (Area Plan Public Hearings: August 23rd & 24th) September 21 – Commission Meeting

Agenda

Time	Task/Result	Purpose and responsible person	Materials available in advance	Notes: Insights, Decisions, Next Steps (this part stays blank until meeting)
10 min	1. Review Asset Mapping exercise results	Relationship building - Suzanne/All	Instructions for how to participate (available at door)	Will dive into the important conversation about privilege as part of training plan

10 min	2. Introductions & ice breaker	Deepen relationships and understand perspective of others- All	Question to think about: <i>If you could solve just one major issue facing seniors and people with disabilities, what would it be?</i> In only one or two words!	
5 min	3. Review agenda and approve minutes from March 16, April 20 and May 18 meeting (12 min)	Suzanne	March 16, April 20 and May 18 meeting	March, April and May minutes approved with no changes
5 min	4. Nominate CJ McKenzie to Commission (15.10 min)	Suzanne Dolores, mentor		Motion to approve CJ McKenzie as a commissioner approved
15 min	5. OAA Program Area education – Options Counseling (16 min)	Educate about area plan focus area Lana Brewer – Friendly House		Commission can help by: Support funding for programs Educate people about programs
45 min	6. ADVS Update (40 min) OPI workgroup Corrective Action Plan Area Plan Update	Inform and update for common understanding - Erin	Corrective Action Plan/Diversity Plan Information on OPI workgroup (will come in separate email)	OPI workgroup volunteers: Suzanne – meeting #1 (6/17 at 9am) Mary W – meeting #3 (6/29 at 3pm) Rebecca will send out meeting dates for collaborative meetings. Rebecca/Erin to send MEMT memo from Jan M Link to Service priority changes: https://www.oregon.gov/DHS/SENIORS-DISABILITIES/SPPD/apdstakeholdermeetings/SPL-Sustainability-Proposal-051216.pdf .

5 min	7. Committee Report (1 hr 36 min)	Update full advisory council on highlights of Committee activities – Committee Chairs	Committee reports	Trans Safety Session – 7/30 4pm to 6 pm Send Housing memo from S Madar to Commission
10 min	8. Committee process/membership	Common understanding – Suzanne lead/all participate in decision	Current process & membership	Hold this conversation for the retreat in September
25 min	9. Planning – Annual Meeting and Elections (2 hr)	Agreement about next steps and responsibilities –		Annual meeting set for July 27 Reports from each committee will be shared – but no annual report or work plan for coming year Elections to be held at that meeting Slate currently includes: Bobbi Yambasu (Chair, Suzanne Hansche (Vice Chair) Dolores Hubert and Steve Weiss (2nd Vice Chair) Mary Westfall (At Large) JoAnn and Will F will ask EIA Bd about adding Commission reps
10 min	10. Outreach Plan and updates (2 hr 10 min)	Understanding upcoming opportunities for outreach, advising training, and recruitment – JoAnn Clarity about council	Training & Outreach plan	JoAnn and Lisha will develop a list of people to meet with and circulate the list of meeting dates to Commissioners to sign up to attend

		members role in this plan - discussion Report on learning from events– any/all		
5 min	11. Other Business (2 hr 18 min)	Allow time for new voices and ideas to emerge		Explore whether EIA and Commission might host a forum on Initiative 28 ADVSD emphasizes need to review this with them in light of advisory council scope/role clarification
5 min	12. Review action items	Ensure clarity about responsibilities and actions to keep moving forward		

Who needs to take action?	What actions will move the group forward	When will the process start and end?	Why is this action a priority?
Advisory Council Leadership with ADVSD and EIA	Setting a date and location for September retreat	Now-July 2016	Secure the largest possible participation by advisory council members. Retreat will help lay foundation and plan for the year ahead.

Notes: