



**Rogue Valley Council of Governments (RVCOG) Joint Meeting  
Senior Advisory Council & Disability Services Advisory Council**

Date/Time: 12:30 – 2:30 p.m., **Monday, January 8, 2018**  
Location: Jefferson Conference Room, RVCOG, 155 N. 1<sup>st</sup> St., Central Point

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**Agenda**

- 12:30 Call to Order/Attendance .....Sandy Theis
- 12:35 General Meeting Business.....Sandy Theis
- a) Introductions of guests & public comments
  - b) Additions to agenda
  - c) Review and approval of December 4, 2017 Minutes
  - d) Announcements
- 12:45 Committee Reports
- a) Executive Committee.....Sandy Theis
  - b) Council Development ..... Pat Jenkins
  - c) Support Services/Nutrition ..... Rosalie Caffrey
  - d) Communications & Outreach ..... Anne Bellegia
  - e) Advocacy ..... John Curtis
  - f) Disability Services Advisory Council ..... John Curtis
  - g) Home & Community Based Care Committee..... Nancy Randolph
  - h) Field Office Report..... Kathie Young
- 1:15 Director's Report ..... Laura O'Bryon
- 1:30 Break
- 1:40 Senior Advisory Council Bylaws - SAC Application and Recruitment Materials Review
- Consider approval of changes to bylaws and application / recruitment materials
- 2:00 Presentation: Substance Abuse in Older Adults .....Sean Connolly, OABHS-RVCOG
- Discuss how aging and substances interact and form more complex issues for older adults.
- 2:45 Other .....Sandy Theis
- 2:55 Adjourn .....Sandy Theis

***Members: Don't forget to complete Volunteer & Expense Report.***

**155 N 1st Street PO Box 3275 Central Point, OR 97502**

*RVCOG is the designated Area Agency on Aging for Jackson and Josephine Counties providing services to seniors and adults with physical disabilities*

**Meeting:** Senior Advisory Council (SAC) Meeting

**Date:** December 4, 2017

## **PARTICIPANTS**

- Anne Bellegia – SAC Member
- Bernadette LaLonde – SAC Member
- Berta Varble – SDS Staff
- Chelsey Kirby – SDS Staff
- Connie Saldaña – SDS Staff
- Debra Lee – Exec Dir. of Center for Non-Profit Legal Services
- Erika Bekermeier – SAC Member
- Isleen Glatt – SAC Member
- Jamie Callahan – SAC Member
- Jean Carroll – Guest
- Jim Bachman – Guest
- John Curtis – SAC Member
- John Irwin – SAC Member
- Jon Pfefferle – F&F Volunteer Coordinator
- Laura O'Bryon – SDS Director
- Linda Serra – SAC Member
- Nancy Randolph – SAC Member
- Pat Jenkins – SAC Vice-Chair
- Rhonda Lawrence – SAC Member
- Richard Hoskins – SAC Member
- Rosalie Caffrey – SAC Member
- Sandra Theis – SAC Chair
- Sue Casavan – SDS Staff

## **SAC MEMBERS NOT PRESENT**

- Colleen Roberts
- Dan DeYoung

**CALL TO ORDER** - Sandy called the meeting to order.

## **GENERAL MEETING BUSINESS**

**Introductions of guests and public comments** - Introductions were made.

**Additions to agenda** – None

**Review and approval of October 2, 2017 Minutes** – Pat mentioned that on page 4 under the

last bullet it should say, “Three staff have found work.” instead of has. Minutes were approved as corrected.

### **Announcements –**

- Anne mentioned OLLI catalogs are out. Winter term starts January 8<sup>th</sup>.

## **COMMITTEE REPORTS**

**Executive** – Sandy reported.

- The committee did not meet as they meet on a quarterly basis.

**Council Development** – Pat reported.

- No applicants at this time.

**Support Services/Nutrition** – Rosalie reported.

- They had a report from the Community Volunteer Network Respite program. They are taking on new families and moving forward. They also have some new volunteers. They are in need of a volunteer coordinator for Age Wise Age Well.
- They discussed the bylaws. They will present those at the SAC January meeting.
- They talked about the ADRC committee portion and the bylaws. They decided to stick with the existing bylaws.
- They decided that they need a disability services committee member and John Curtis agreed to attend their quarterly ADRC committee meetings.
- They also looked at the budget.

**Communications & Outreach** – Anne reported.

- The committee discussed volunteer recruitment with Jon. (Volunteer Coordinator for Food & Friends). They discussed employer outreach to encourage businesses either to take on a delivery route or encourage their employees to volunteer.
- They talked about the Ashland Senior Center. Anne and Laura are on their Ad-Hoc committee.
- They also were happy with the greatly improved Senior and Disability Services side of the RVCOG website.

**Advocacy** – John Curtis reported.

- SAC discussed their advocacy during Thanksgiving. John had sent an email to SAC members during Thanksgiving to be thankful to our candidates.
- John also sent an email with information on measure 101. He encouraged them to use social media to share information with their contacts. Richard had asked if John would send out emails regarding this measure to the SAC until the election. Information from the N4A on this measure will be re-sent out to the SAC via Chelsey or Sue.

- They also outlined tentative bills in response to an invitation from Rep Stark.
- John mentioned his main goal in advocacy at the moment is to strategize ways for the deaf community to receive good health care by having a qualified and certified interpreter at their medical appointments.
- **Disability Services Advisory Council (DSAC) –**
- No meeting last month and today’s meeting was cancelled.

**Home & Community Based Care** – Nancy reported.

- Nancy shared that she will meet with administrators from nursing homes to review their rules and regulations and changes.
- Nancy shared about a report from Portland University.
- Discussed Adult Foster Care Association.
- Next meeting will be held on January 15<sup>th</sup> at 2:30 at RVCOG.

**Field Office Report** – Kathie not in attendance.

Sandy reported on the 04AD quarterly meeting. John also shared what he learned at the 04AD.

**Director’s Report** – Laura reported.

- Laura handed out an email from N4A.
- Laura shared about past events including the Veteran’s Conference and the Elder Abuse Conference.
- Laura mentioned that the Aging and Human Services Partners Afternoon Tea will be held on December 8<sup>th</sup> with guest speaker, Cindy Becker of Mid-Valley Behavioral Care Network.
- Paul Greenwood, the keynote speaker at the Elder Abuse conference has contacted Laura and is very interested in coming back next year.
- Laura also shared a few Food & Friends client stories.
- Laura thanked the Senior Advisory Council for their work. She shared that she is honored to be working with such a significant group of individuals with such passion and commitment.

**Presentation:** Guardianship: Managing Personal and Financial Choices – Debra Lee

**ADJOURN** – Meeting ended at 2:34 p.m.

**Action Item**  
**Recommended Change to Senior Advisory Council Bylaws**

**RECOMMENDATION**

The Support Services Committee recommends that the Senior Advisory Council recommend RVCOG Board approval of the attached Bylaws Proposed Changes dated 11/21/2017.

**BACKGROUND**

In their October 17, 2107 and November 21, 2017 meetings, the Support Services Committee reviewed and edited the SAC Bylaws to make minor edits and to reflect the current standing committees: Advocacy Committee, Communications & Outreach Committee, Council Development Committee, Home and Community Based Care Committee, Support Services Committee, ADRC Advisory Committee and Nutrition Advisory Committee.

**RECOMMENDED BY**

Support Services Committee

**BYLAWS**

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**Proposed Changes 11/21/2017**

**SENIOR AND DISABILITY SERVICES  
ROGUE VALLEY COUNCIL OF GOVERNMENTS  
SENIOR ADVISORY COUNCIL**

1. **NAME**

The name of this body is the Senior Services Advisory Council (SAC), hereinafter referred to as the Council. The Council is an advisory committee to the Rogue Valley Council of Governments (RVCOG), which is the State-designated Area Agency on Aging and Disabilities (AAAD) for Jackson and Josephine Counties.

2. **PURPOSE**

The purpose of the Council is to advise, provide guidance and support, and assist the RVCOG in administration of Senior and Disability Services. As described and mandated by the Older Americans Act\* and the Oregon Revised Statutes\*\*, the purpose of the council is to provide citizen involvement, whose members provide a link between seniors and the Area Agency (RVCOG) to help ensure that programs and service delivery meet the needs of local seniors and people with disabilities.

\* US Code of Federal Regulations Older Americas Act Regulations, Title 45, Vol 4, Sec 1321.57

\*\* ORS 410.210

3. **RESPONSIBILITIES**

3.1 The Council shall advise and assist the RVCOG on all matters relating to the development and administration of the Area Plan as it relates to older persons (age 60 and over) including:

3.1.1 — Program planning.

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3.1.2. — Formation of basic program policies.

3.1.3. — Program decisions which affect the functioning of Senior and Disability Services RVCOG.

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3.1.4. — Coordination of existing social services.

3.1.5. — Budgeting and distribution of monies.

3.1.6. — Pooling of untapped resources within Jackson and Josephine Counties.

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3.1.7.— Implementation and evaluation of the Area Plan.

3.1.8.— Dissemination of information for the education of the public on Senior and Disability Services activities.

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3.1.9. — Development of good public relations at the local, state and national levels.

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3.1.10.— Advocating on behalf of older persons.

3.2 The Council is also responsible:

3.2.1.— To provide a report of all Council meetings to the Executive Director of the RVCOG.

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3.2.2.— For interviewing candidates and making recommendations to RVCOG on the selection of the members of the Council when a vacancy occurs.

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3.2.3. — For assisting the Executive Director of RVCOG in the selection of a Senior and Disability Services Director when a vacancy occurs.

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3.2.4. — For acting as a grant review committee for the RVCOG when grant applications related to the field of aging and disabilities are processed ~~through the intergovernmental review process.~~

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#### 4. **MEMBERSHIP**

4.1. The members shall be appointed by the RVCOG.

4.2. The Council shall consist of a minimum of preferably not less than fifteen with a preferred range of fifteen to ~~twenty-one~~ volunteer members. The ratio of Jackson County ~~to Josephine~~ to Josephine County membership shall be based on each county's proportion of area total population. Individuals living in the Rogue River ~~Wimer~~ Wimer area have the option of being appointed to represent either Jackson or Josephine County.

This decision will be based on which county they feel more affiliated with. For example, the county in which they do all of their shopping, banking and doctoring. Once a Rogue River/Wimer member is appointed to a particular county, that will be the county they represent for the duration of their membership on the Council.

- 4.3 One RVCOG Board member from Jackson County and one RVCOG Board member from Josephine County shall serve as ex-officio members of the Council. These members are in addition to the fifteen to twenty-one volunteer members of the Council.
- 4.4. Membership on the Council should include:
  - 4.4.1. Representatives from the various geographic areas of each county.
  - 4.4.2. More than 50 percent older persons, including minority individuals who are participants or who are eligible to participate in Senior and Disability Services programs.
  - 4.4.3. Minority elderly representatives at least in proportion to the number of older minority persons in the District.
  - 4.4.4. Representatives of older persons.
  - 4.4.5. Representatives of health care provider organizations, including providers of ~~veterans'~~ veterans' health care (if appropriate).
  - 4.4.6. Representatives of supportive services ~~provider's~~ providers' organizations (excluding directors, staff or board members of Senior and Disability Services RVCOG-funded contractors).
  - 4.4.7. Persons with leadership experience in the private and voluntary sectors.
  - 4.4.8. Local elected officials.
  - 4.4.9. The general public.
- 4.5. Any new members appointed to the Council will be appointed for a three-year term. If the new membership is filled during the middle

of the year, July 1 of that fiscal year, regardless of duration, will count as the new member's first year.

- 4.6. A member is eligible for appointment to a maximum of two consecutive three-year terms. After two consecutive terms, a member shall be off a minimum of one year before being eligible to be appointed again to the Council.
- 4.7. Names of all persons recommended for appointment or reappointment shall be submitted to the RVCOG Board for each vacancy, along with a background statement on each person.
- 4.8. Members who have three consecutive absences from the Council, three consecutive absences from committee meetings, have missed more than 1/3 of the meetings in the last fiscal year, or have missed two opportunities for orientation—either group or individual—shall be approached by staff to determine their desire to remain on the Council. The results of the discussion shall be reported to the SAC. If it is determined that removal is the appropriate action, the SAC shall report the decision to the RVCOG Board of Directors for consideration of removal.
  - 4.8.1 The Council member recommended for removal may appeal the decision to the RVCOG Board of Directors.
- 4.11. There shall be no more than six alternate members, three from each county served. Alternate members shall be interviewed and recommended for appointment by the Council Development Committee, recommended for appointment by the Council, and approved as alternates by the RVCOG Board. Alternate members will participate as Council members and meet the same requirements as Council members, but they may not vote except with Council authorization and only during a Council ~~member's~~member's absence. As necessary, at individual meetings, alternate members shall be counted for purposes of establishing a quorum at which time they can vote. An alternate member may fill a vacant position from her/his county without repeating the application process subject to their previous involvement in Senior Advisory Council and subcommittee meetings. The Executive Committee will make the determination of which alternate member will come on next as a regular member in the event there is more than one alternate at the time a regular member vacancy comes open.

4.12 The Executive Committee may appoint a regular Council member with legitimate reasons (family or personal short-term illness) to step back to an alternate position for no longer than one year. During that time period the Executive Committee may appoint an alternate member to take that member's place. The 6-year limit will be suspended until the Council member returns as a regular member.

5. **OFFICERS**

5.1 The officers of the Council shall be elected at the June meeting and shall officially assume office in July. The term of office shall be from July 1 of the year in which they were elected through June 30 of the following year.

5.2. A member shall be limited to two consecutive one-year terms in any one office or sub-committee chair position.

5.3. The officers of the Council shall be: A Chair and Vice Chair~~(s)~~, elected by the Council.

5.4. The duties of the Chair are:

5.4.1. To preside at Council and Executive Committee meetings.

5.4.2. To appoint standing committee and special committee chairs. Standing committee chairs will be regular members of the Senior Advisory Council with the exception of the Advocacy Committee. The Senior Advisory Council Chair may appoint an active member of the Disability Services Advisory Committee to serve as chair or co-chair of the Advocacy Committee.

5.4.3. To ~~appoint ad hoc committee chairs as needed with the exception of Council Development Committee Chair who will be elected by the Committee.~~

~~5.4.4. To assign members to committees.~~

5.4.~~5~~4. To call special Council and Executive Committee meetings as needed.

5.4.~~6~~5. To collaborate with the Senior and Disability Services Director to develop Advisory Council agendas.

- | 5.4.76. To represent the Council before the Rogue Valley Council of Governments and other organizational bodies.
  - | 5.4.87. To work constructively for the purpose of the Council and mission of the agency.
  - | 5.4.98. To appoint a Council member as liaison to the Disability Services Advisory Council.
- 5.5 The duties of the Vice Chair are:
- 5.5.1. In the absence of the Chair, the Vice Chair will perform the duties of the Chair.
  - 5.5.2. Monitor attendance and participation of Senior Advisory Council members and report to the Executive Committee.
  - 5.5.3. Other duties as assigned by the Chair.
- 5.6. In the absence of both the Chair and Vice Chair at a regular meeting, the members present shall elect a temporary Chair to preside.
- 5.7. In urgent or emergency situations, the Chair or Vice Chair may act on behalf of the Senior Advisory Council upon approval of the majority of the Executive Committee, and at least one representative of RVCOG or SDS management.

6. **COMMITTEES**

- 6.1. The Executive Committee shall consist of the Council Chair, Vice Chair and the chair or designated alternate from each standing committee. The Executive Committee may invite the chair of a non-standing committee to become a non-voting participant in Executive Committee activities. The duties of the Executive Committee are:
  - 6.1.1. To advise and assist the Senior and Disability Services staff in the interim between-Council meetings and to report any action taken at the next Council meeting.
  - 6.1.2. To advise and assist the Senior and Disability Services staff in the preparation and revision of the long range plans.

- 6.1.3. To recommend allocation of funds for administration and between program areas.
- 6.1.4. To advise and assist the staff in the preparation and implementation of the Senior and Disability Services administrative budget.
- 6.1.5. To review Council Bylaws and recommend changes to the RVCOG Board.
- 6.1.6. To report to the Council.

**6.2 Standing Committees: All members, with the exception of the Chair and Vice Chair, shall serve on at least one committee. The Chair and Vice Chair are ex-officio members of all committees.**

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**6.2.1. Each standing committee shall be responsible for the following activities within its area:**

**6.2.1.1. To be knowledgeable about the services and issues within their program area.**

**6.2.1.2. To report to the Executive Committee and Advisory Council.**

**6.2.2. The Standing Committee Chair will appoint a substitute to perform the duties of the Chair in the absence of the Chair.**

**6.2.3. The standing committees shall be:**

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**6.3.1. Marketing and Outreach. This committee will focus on making RVCOG's senior programs and services visible in the two county area. Further, it will seek input about gaps in these services, while soliciting ideas for additional services, possible partnerships, and/or funding sources to meet the needs of the older adults in our communities.**

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**6.3.2. Outcomes & Evaluation. This committee will assist staff to develop and evaluate outcomes of RVCOG programs and services that are funded by the Older Americans Act (OAA) and Oregon Project Independence (OPI). This committee will meet twice per quarter for a total of 8 meetings annually. The committee will perform the same function for**

~~any new program or service for older adults that RVCOG partners with or assists in establishing.~~

~~6.3.3. **Nutrition Advisory Committee**, as mandated by Older Americans Act, will convene once each quarter for 4 meetings annually. This committee will review and advise on all aspects of the Food & Friends Program, including evaluation of outcomes for the program and surveys of volunteers and meal recipients. The Nutrition Advisory Committee will meet in September, December, March and June.~~

~~6.3.2.4 **Joint SAC and DSAC (Disability Services Advisory Council)**. 1. **Advocacy Committee**: This committee is a joint committee of the SAC and DSAC which will focus on engaging SAC and DSAC members and the community in legislative advocacy in support of aging issues at the local, state and national level. The committee will be the most active during the first year of the Oregon Legislature's biennium, with much of its business and discussion occurring during the monthly SAC meeting. At any time, however, that funding or program issues emerge that need public education or advocacy measures, this committee will develop and help to execute the advocacy plan.~~

~~6.3.5.6.2.4.2. **Communications & Outreach Committee**  
This committee will focus on making RVCOG's senior programs and services visible in the two-county area. Further, it will seek input about gaps in those services, while soliciting ideas for additional services, possible partnerships, and/or funding sources to meet the needs of the older adults in our communities. This committee will participate in public education activities.~~

~~6.2.4.3. **Council Development Committee** duties include: overseeing the nominations, interview and selection process, as well as recruitment, orientation, support and recognition activities. All members of the Council Development Committee shall be members of SAC Executive Committee.~~

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**6.2.4.4. Home and Community Based Care Committee**

This committee, in partnership with Aging and People with Disabilities (APD), will identify issues related to home and community-based care and make recommendations to the SAC for advocacy and action.

**6.2.4.5. Support Services Committee.** This committee will assist staff to develop and evaluate processes and outcomes of RVCOG programs and services that are funded by the Older Americans Act (OAA), Oregon Project Independence (OPI) and any new programs or services. This committee will meet every month except July and December.

\*\*\*Support Services Committee serves in the capacity of the ADRC Advisory Committee and Nutrition Advisory Committee during the designated months listed below. ADRC Advisory Committee and Nutrition Advisory Committee agendas will be included in the Support Services Committee agenda for their designated months.

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**6.2.4.6. ADRC Advisory Committee\*\*\*** The intent of this Committee is to provide direction to the ADRC on the needs of seniors and people with disabilities within the ADRC region; as well as actively participate in the program planning, goal setting, financial expenditure planning, program evaluation, and operation of the ADRC. This Committee will meet in February, April, August and November.

**6.2.4.7. Nutrition Advisory Committee\*\*\*** As mandated by the Older Americans Act, the Nutrition Advisory Committee will convene once each quarter for 4 meetings annually. ~~This committee will review and advise on all aspects of the Food & Friends Program, including evaluation of outcomes for the program and surveys of volunteers and meal recipients.~~ ~~6.4. Standing committees=~~ ~~All members, with the exception of the Chair and Vice Chair, shall serve on at least one committee. The Chair and Vice Chair are ex-officio members of all committees.~~

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~~6.4~~ The Nutrition Advisory ~~1.~~ Each standing committee shall be responsible for the following activities within its area:

~~6.4.1.1. To be knowledgeable about the services and issues within their program area.~~

~~6.4.1.2. To advise and assist in the development of policies.~~

~~6.4.1.3. To advise and assist in planning.~~

~~6.4.1.4. To recommend allocation of funds within program areas.~~

~~6.4.1.5. To advise and assist in the development of criteria for grant applications and service procurement.~~

~~6.4.1.6. To advise and assist in the review of funding requests and grant applications.~~

~~6.4.1.7. To advise and assist in the development and implementation of program evaluations.~~

~~6.4.1.8. To serve as an advocate on behalf of seniors.~~

~~6.4.1.9. To report to the Executive Committee and Advisory Council.~~

~~6.4.2. The Committee Chair will appoint a substitute to perform the duties of the Chair in the absence of the Chair meet in January, March, June, and September.~~

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6.54. Ad hoc committees will be formed by either Council vote or Chair decision, with committee members being appointed by the Chair in order to address specific issues.

6.65. Committee and Subcommittee membership will be approved by the Council or committee to whom they answer. Staff members may serve as technical advisory, non-voting members. The Chair of the committee or subcommittee will be approved by the committee to whom they answer.

7. **DELEGATE TO THE OREGON ASSOCIATION OF AREA AGENCY ON AGING AND DISABILITY SERVICES (O4AD) SENIOR ADVISORY COUNCIL CHAIRS MEETING**

7.1 The Chair or Vice Chair or Designee of the Chair of the Senior Services Advisory Council will serve as the Delegate to the Oregon Association of Area Agencies on Aging and Disabilities (O4AD) Senior Services Advisory Council Chairs meeting. This meeting is held in conjunction with the quarterly O4AD meeting.

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8. **NON-MEMBER ADJUNCT PARTICIPATION**

8.1 Non-members may be invited to participate as adjunct members to a standing or ~~ad hoc~~ ad hoc committee upon approval of the Executive Committee for a term of three years. Adjunct membership may be renewed through approval of the Executive Committee. Such persons are voting members of the committees, but not the Senior Advisory Council. If the new adjunct membership is filled during the middle of the year, July 1 of that fiscal year, regardless of duration, will count as the new member's first year.

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9. **MEETINGS**

- 9.1. The Council shall meet at least six (6) times per year.
- 9.2. Meeting times and places shall be at the discretion of the Council.
- 9.3. The annual meeting shall be the first regular meeting in June.
- 9.4. A quorum shall consist of at least seven (7) members with ~~representations~~ representation from both counties.
- 9.5. The meetings of the Council shall be conducted under Roberts Rules of Order (Newly Revised) except where they conflict with or contradict these Bylaws.

10. **AMENDMENTS**

10.1. These Bylaws may be amended by the RVCOG Board of Directors thirty (30) days after notification of the proposed changes have been received by the Advisory Council Executive Committee. Recommended changes may be submitted by the Council at any time.

**Revised:**

08/30/83	<u>08/25/99</u>	<del>12/30/05</del>	
12/11/84	<u>02/23/00</u>	<u>10/27/10</u>	
05/14/85	09/27/00	<u>01/25/12</u>	
03/25/87	03/28/01	<u>05/28/14</u>	
04/27/88	08/28/02	<u>12/03/14</u>	
07/02/90	02/26/03		
01/27/93	08/27/03		
<del>08/25/00</del>	<del>12/07/05</del>		
<del>02/23/00</del>	<del>10/27/10</del>		
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	<del>05/28/14</del>		

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Rogue Valley Council of Governments  
Senior Advisory Council Membership Application  
Please return completed application to:  
SDS RVCOG, P.O. Box 3275, Central Point, OR 97502

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Employer \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_

Why do you want to be a member of the Senior Advisory Council?

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How did you hear about the Senior Advisory Council?

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What do you see as important issues facing individuals who seek to maintain their independence and dignity as they age?

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What (personal or professional) experience do you have that will be especially pertinent to serving as an effective Senior Advisory Council member? (If you wish, you may attach a resume or vita with additional information.)

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Senior Advisory Council members are selected based on knowledge of the needs of the elderly and additional criteria meeting specific population segments, such as over age sixty, low income, geographic area, non-senior adult disabled, minority elderly, cities and counties, and other segments. Federal law requires that the majority of Advisory Council members be over sixty years of age. The following are areas of particular relevance for Senior Advisory Council members. If you have pertinent experience in any of them, please check the box(es) and provide some details in the section below.

- |   |  |
|---|--|
| <input type="checkbox"/> Family Caregiving      | <input type="checkbox"/> Policy Development      |
| <input type="checkbox"/> Disability Issues      | <input type="checkbox"/> Program Evaluation      |
| <input type="checkbox"/> Rural Communities      | <input type="checkbox"/> Strategic Planning      |
| <input type="checkbox"/> Minority Elderly       | <input type="checkbox"/> Fundraising/Development |
| <input type="checkbox"/> Health Care            | <input type="checkbox"/> Budgeting/Finance       |
| <input type="checkbox"/> Long Term Care         | <input type="checkbox"/> Communications          |
| <input type="checkbox"/> Advocacy               | <input type="checkbox"/> Marketing               |
| <input type="checkbox"/> Human Service Programs | <input type="checkbox"/> Grant-writing           |
| <input type="checkbox"/> Social Work            | <input type="checkbox"/> Legal Services          |
| <input type="checkbox"/> Education              | <input type="checkbox"/> Volunteer Management    |
| <input type="checkbox"/> Community Education    | <input type="checkbox"/> Other                   |

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What contributions do you see yourself making to the Senior Advisory Council? How can we best use your skills and experience?

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Are you a member of any organizations, agencies or groups that might be helpful to your work on the Senior Advisory Council? If so, please provide details below.

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Members of the Senior Advisory Council commit to attending one monthly meeting of the full Council. In addition, they are expected to join one of the standing committees described below. Please indicate which committee(s) you would like to attend.

\_\_\_\_\_ **ADRC Advisory Committee:** Advises the ADRC on the needs of area seniors and people with disabilities.

\_\_\_\_\_ **Advocacy Committee:** Provides advocacy on aging issues at the local, county, state and national levels.

\_\_\_\_\_ **Communications & Outreach Committee:** Increases visibility of programs in the community; solicits ideas for additional services, partnerships and funding sources.

\_\_\_\_\_ **Home and Community-Based Care Committee:** Identifies issues related to home and community-based care and makes recommendation for Senior Advisory Council advocacy and action.

\_\_\_\_\_ **Nutrition Advisory Committee:** Reviews Food and Friends Meals Program outcomes, including surveys of clients and volunteers.

\_\_\_\_\_ **Support Services Committee:** Monitors RVCOG programs and services.

This is my application for membership on the Senior Advisory Council of the Rogue Valley Council of Governments. I understand that a full term of office is three years. If accepted, I agree to regularly attend the Senior Advisory Council meetings which are usually held monthly in Central Point. I also agree to participate in at least one of the Committees and any other committee member activity which is occasionally required. I am available to spend an initial 6-8 hours in Council orientation and then 4-6 hours per month in Council meetings and activities. I understand that at the end of the initial three-year term, I may choose to continue on the Senior Advisory Council for an additional three-year term.

Rogue Valley Council of Governments prohibits discrimination in employment, educational programs, and activities on the basis of race, national origin, color, creed, religion, sex, age, disability, veteran status, sexual orientation, gender identity, or associational preference.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Confidential Information**  
**(For official use only)**

This information is needed in order to meet federal requirements calling for percentage of Senior Advisory Council members who are seniors, minorities, disabled, and low income.

1. Birth date (Month/Day/Year) \_\_\_\_\_

2. I am currently a locally elected official.  Yes  No  
Jurisdiction \_\_\_\_\_

Check Yes or No to the following statements:

3. I am either single with an income below \$12,090 or married with an income below \$16,240.  
 Yes  No

4. I am an individual with a disability or disabilities.  
 Yes  No

5. I am a veteran.  
 Yes  No

6. I am a family caregiver.  
 Yes  No

Race/Ethnicity: \_\_\_\_\_



## Be an Advocate for Seniors — Join the RVCOG Senior Advisory Council!

The Senior Advisory Council is seeking new members who want to be a voice for seniors in Jackson and Josephine Counties. Members come with various backgrounds, experiences and skills. They are committed to advocacy and making a difference for seniors living in these counties. The Council advises the Rogue Valley Council of Governments Senior and Disability Services in providing programs funded by the Older Americans Act and Oregon Project Independence. Services include: Aging and Disability Resource Connection (ADRC) services; Family caregiver services; Health promotion; Homecare and personal care services; In-home outreach services; Legal services; Food and Friends meals program; Respite; Service coordination; and Transportation. The Council also assists with new program development to meet emerging needs, explores the impact of key issues and emerging trends affecting seniors, and promotes quality community-based care.

**Expectations for Council members:** Participate actively in monthly Council meetings and serve on at least one of the Council's Standing Committees:

- **ADRC Advisory Committee:** Advises the ADRC on the needs of area seniors and people with disabilities.
- **Advocacy Committee:** Provides advocacy on aging issues at the local, county, state and national levels.
- **Communications & Outreach Committee:** Increases visibility of programs in the community; solicits ideas for additional services, partnerships and funding sources.
- **Home and Community-Based Care Committee:** Identifies issues related to home and community-based care and makes recommendation for Senior Advisory Council advocacy and action.
- **Nutrition Advisory Committee:** Reviews Food and Friends Meals Program outcomes, including surveys of clients and volunteers.
- **Support Services Committee:** Monitors RVCOG programs and services.

Time commitment includes an initial 6-8 hours in program orientation and 4-6 hours per month in Council meetings. Members serve for three years and may choose to continue for an additional three-year term. Mileage and pre-approved expense reimbursement are available.

**For more information or to request an application, contact:**

Sue Casavan, Outreach Specialist

Senior and Disability Services, RVCOG

P.O. Box 3275, 155 North First Street, Central Point, OR 97502

**Call 541-423-1367**

*The Rogue Valley Council of Governments (RVCOG) is a voluntary association of local governments in Jackson and Josephine counties. Through its Senior and Disability Services (SDS), it assists seniors and adults with disabilities. As the Area Agency on Aging and Disabilities for this district, the RVCOG has developed a network of services to help seniors and adults with disabilities live with dignity and independence.*

**Yes, I'm interested in learning more about being a member of the Senior Advisory Council!**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (H) \_\_\_\_\_ (C) \_\_\_\_\_

Email \_\_\_\_\_

**For more information or to request an application, please contact:**

Sue Casavan  
Outreach Specialist  
SDS RVCOG  
P.O. Box 3275  
155 North First Street  
Central Point, OR 97502  
541-423-1367  
scasavan@rvcog.org

**Call  
541-423-1367**

### ***What is the time commitment?***

Total time spent includes an initial 6-8 hours in program orientation and 4-6 hours per month in Senior Advisory Council activities and Standing Committee meetings. Members serve for three years, and may choose to continue for an additional three-year term.

### ***Is reimbursement available?***

Mileage and pre-approved expense reimbursement are available.

### ***What is SDS RVCOG?***

The **Rogue Valley Council of Governments (RVCOG)** is a voluntary association of local governments in Jackson and Josephine counties. Through its **Senior and Disability Services (SDS)**, it assists seniors and adults with disabilities. As the Area Agency on Aging and Disabilities for this district, the RVCOG has developed a network of services to help seniors and adults with disabilities live with dignity and independence.

*Be an Advocate for Seniors...*

*Help Seniors Live with Dignity and Independence...*

**Join the  
RVCOG Senior  
Advisory Council!**



## What does the Senior Advisory Council (SAC) do?

- Advises the Rogue Valley Council of Governments Senior and Disability Services in providing programs such as:
  - Aging and Disability Resource Connection (ADRC) services
  - Family caregiver services
  - Health promotion
  - Homecare and personal care services
  - In-home outreach services
  - Legal services
  - Food and Friends meals program
  - Respite
  - Service coordination
  - Transportation
- Advocates with local, state and national elected representatives on behalf of Jackson and Josephine County seniors.
- Advises and assists with new program development and service implementation to meet the needs of seniors.
- Explores impact of key issues and emerging trends affecting seniors.
- Promotes quality community-based care.



## Advisory Council Members and Staff

### Who is eligible to serve?

Members come from various backgrounds, experiences and skills. They are committed to advocacy and making a difference for seniors in Josephine and Jackson Counties.

Council members have the satisfaction of knowing that their involvement results in better services, timely information, and increased resources. In addition, they meet and work with other committed advocates from throughout the Rogue Valley.

## What are the expectations for Council members?

To attend and actively participate in monthly Council meetings.

To serve on at least one of the Council's Standing Committees:

- **ADRC Advisory Committee:** Advises the ADRC on the needs of area seniors and people with disabilities.
- **Advocacy Committee:** Provides advocacy on aging issues at the local, county, state and national levels.
- **Communications & Outreach Committee:** Increases visibility of programs in the community; solicits ideas for additional services, partnerships and funding sources.
- **Home and Community-Based Care Committee:**
  - Identifies issues related to home and community-based care and makes recommendation for Senior Advisory Council advocacy and action.
- **Nutrition Advisory Committee:** Reviews Food and Friends Meals Program outcomes, including surveys of clients and volunteers.
- **Support Services Committee:** Monitors RVCOG programs and services.

**SENIOR AND DISABILITY SERVICES ROGUE VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY VOLUNTEER REPORT**

**Volunteer Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Month / Year:** \_\_\_\_\_

Date	Project / Activity	Donated Time (Hours)	Donated Miles	Donated Other
<b>Totals</b>				

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ROGUE VALLEY COUNCIL OF GOVERNMENTS**  
**MONTHLY VOLUNTEER EXPENSE REIMBURSEMENT REQUEST**  
 This form effective December 1, 2008.

Name / Address / Phone: \_\_\_\_\_

Month / Year: \_\_\_\_\_

Date(s)	Project / Destination	Miles Driven	6410	6430	6420	6904	Fund	Dept	Prog	Source	Task
			Mileage	Meals	Lodging	Misc.					
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
							20	40	004	073	00
<b>Totals</b>							20	40	004	073	00

**Total Expenses:** \_\_\_\_\_

\_\_\_\_\_  
 Senior Advisory Council Member Signature / Date

\_\_\_\_\_  
 Supervisor's Signature / Date