

AGENDA
Rogue Valley Council of Governments
Board of Directors

Date: Wednesday, March 28th, 2018
Board Meeting: **12:00 noon**
Location: Rogue Valley Council of Governments Jefferson Conference Room

- 1. Call to Order / Attendance.....Chair**
- 2. Introductions and Comments from Members / Public.....Chair**
- 3. Consent Calendar.....Chair**
 - A. Approve Minutes of February 28th, 2018 Meeting
 - B. Senior Advisory Council Proposed Bylaw Changes
 - C. Senior Advisory Council – New Board Member
- 4. Action ItemChair**
 - A. Appointment of Board Members to Budget Committee
- 5. Presentations/Discussions**
 - A. Jackson County Continuum of Care **Brian Sjothun**
- 6. Reports.....Executive Director**
 - A. JOCO F&F Building Update
 - B. ShakeAlert Update
 - C. RVCOG Solar Installation Update
 - D. Receivables Report / Balance Sheet / Statement of Revenues and Expenditures
- 7. Regional Update / Open Air..... All**
- 8. Agenda Build.....Chair**
- 9. Other Business.....Chair**
- 10. Next Meeting.....Chair**

The next meeting will be held in RVCOG’s conference room on Wednesday, April 25, 2018.

Adjournment

<p>Questions? Please contact RVCOG at 541-664-6674. If assistance is needed to participate in this meeting, please notify us at least 24 hours prior to the meeting to assist staff in providing reasonable accommodation.</p>

**Rogue Valley Council of Governments
Board of Directors Meeting**

Summary Minutes from the February 28th, 2018, Meeting

VOTING MEMBERS

Present:

Councilor Jim Lewis (Jacksonville)
Mayor Pam VanArsdale (Rogue River)
Board Member Jody Hathaway (ECSO 911)
Councilor Tanea Browning (Central Point)
Board Member Carl Tappert (RVS)
Councilor Mike Morris (Ashland)
Board Member Michelle Moncovich (RCC)

Councilor Roy Lindsay (Grants Pass)
Director Carol Doty (JCLD)
Board Member Lisa Dunagan (RCC)
Councilor Linda Kristich (Shady Cove)
Mayor Bob Russell (Eagle Point)
Councilor Dick Gordon (Medford)
Mayor Chris Luz (Phoenix)

Absent:

Gold Hill Representative
Talent Representative
JSWCD Representative
Josephine County Representative
RVTD Representative

Cave Junction Representative
Butte Falls Representative
SORED I Representative
Jackson County Representative

NON-VOTING MEMBERS

Ian Horlacher (ODOT)

RVCOG STAFF:

Michael Cavallaro, Ann Marie Alfrey, Laura O'Bryon, Donovan Edwards

1. Call to Order/Attendance

President Lewis called the meeting to order at 12:02 p.m. and asked for roll call.

2. Introductions, Service Awards and Comments from Members/Public

President Lewis introduced Michelle Moncovich, RCC Grants Coordinator as the new RCC RVCOG Board representative.

3. Consent Calendar

MOTION: Councilor Roy Lindsay moved to approve both minutes of December 6th, 2017 and January 24th, 2018. The motion was seconded by Director Carol Doty. The motion was approved unanimously.

4. Reports

JOCO F&F Building Update

Mr. Cavallaro passed out a report detailing the latest financial status of the JOCO F&F building and reported that after determining more funding would need to be requested through the CDBG Fund that approximately \$91,000.00 remain of the required local match. Mr. Cavallaro reported that three grants had been applied for and if awarded about \$75,000.00 will still be needed. Mayor VanArsdale is helping by working with realtors in Josephine County through "office challenges".

A late additional environmental assessment was required which is complete, the purchase of the building should take place on or around April 19th, 2018. There are two 15 day waiting periods that will take place beginning in March 2018.

ShakeAlert Update

Mr. Cavallaro passed out an updated ShakeAlert Member Report. A meeting is planned for the following day with the Emergency Manager at Asante and the Education Services District (ESD) is submitting more information, the University of Oregon is very excited about ESD's participation. Mr. Cavallaro added that he hopes to have Southern Oregon University and Rogue Community College involved. ShakeAlert will have an upgrade later on in 2018 and program users will receive that upgrade automatically.

Mr. Cavallaro stated RVCOG would get started with the users group in about a month and encouraged jurisdictions interested in participating in ShakeAlert to submit their participation letters soon.

Receivables Report / Balance Sheet / Statement of Revenues and Expenditures

Mr. Cavallaro reported that receivables were good. Mr. Cavallaro added that he would be requesting volunteers for the Budget Committee and that this would be included on the agenda for the March 28th, 2018 Board Meeting. Councilor Roy Lindsay volunteered for the Budget Committee.

5. Regional Update / Open Air

Ashland – City of Ashland is in the middle of recalling three Parks Commissioners. A City Councilor resigned and by City Charter whoever is appointed to fill that position will need to run for that same position in the next election cycle. The City Administrator position still needs to be filled.

Regional Problem Solving – Business Oregon now has a Southern Oregon Finance Officer based out of the Regional Solutions Center who is primarily working with business's. A new tax advantage in the new federal tax bill is available through Opportunity Zones which should be communicated to all the jurisdictions through the League of Oregon Cities. This is a capital gains tax relief within Opportunity Zones and they will need to be designated within the next couple weeks. Mr. Campbell stated that he would distribute the webpage related to Opportunity Zones via email following the meeting.

Regional Solutions has about \$3.5 million available statewide for grants, the applications will be due by the end of April 2018. The grants will be for capital construction projects which can include the planning and design of the capital improvement. The advisory committee is particularly interested in projects that have an economic development tied to the project. There is about \$180,000.00 guaranteed for Jackson and Josephine Counties but more could be available based on the applications submitted.

Mr. Cavallaro stated that at a recent meeting involving Adults with Physical Disabilities that it was reported that in the last 18 months between 20 and 25 Adult Foster Homes (AFH) have closed with less than 5 opening in that same time span. AFH's are generally smaller buildings or retrofitted homes with the owners living on site with typically three to five residents. The perception is that the owners are aging in place and are no longer capable of providing services and unfortunately this type of business is not attractive to younger potential business owners. What was discussed was creating a survey for homes that have closed and ones that remain open to determine what the cause of the closures were and what could be done to help keep them open, and maybe find a way to interest younger people in participating in this type of business. Medicaid typically pays \$2,000.00 a month for residents of these homes with the Assisted Living Facilities receiving up to \$6,000.00 per month and Nursing Homes receive between \$8,000.00 and \$10,000.00 per month. With these figures Mr. Cavallaro asked if maybe it was time to start considering increasing the amounts allotted to AFH's to make it more of an attractive business.

Ms. O'Bryon added that there is a large population that is on Medicare and need housing already and these closures have multiple layers of affect on our culture, with the amount of people moving to our region that might not need foster care now but could in the future and with AFH's continuing to diminish it will eventually create a critical mass.

Mr. Cavallaro stated without the surveys being done statewide the information is more anecdotal and will likely remain under the radar until the system starts to fall apart. He told Mr. Campbell that if he could potentially be open to providing at least some technical assistance at some point in the future it would be greatly appreciated. Mr. Campbell responded that the AFH's are qualified to seek Small Business Development Center counseling.

Eagle Point – The city is hoping to start two major road projects this year, they have been working towards this for five or six years. Mayor Russell said he was dismayed to find out that per the State of Oregon Building Inspectors need to be employed by the city which goes against the common practice of contracting Building Inspectors which makes it difficult for small towns.

Mr. Cavallaro explained that Mayor Russell was referring to HB 4086 which states that the Building Official must be an employee of the municipality, or an employee that is contracted from another municipality, or a Council of Governments. The inspectors as he understands it can be from a private company but the Building Official cannot be. He said that it is a constitutional fix and not a statutory fix and with the Department of Justice having already rendered their decision it is difficult to see HB 4086 not passing in the Senate, the League of Oregon Cities is doing what they can but there might not be much that can be done.

Rogue River – The city is getting ready to have Portland State University (PSU) do an income study for Rogue River. A few years ago the American Community Survey found that Rogue River was no longer low to moderate income which prevented the city from applying for several grant programs including CDBG. The two vacant City Councilor positions will be filled in March 2018.

Phoenix – A Space Needs Analysis for the new Police Station was just completed, they are also looking to complete a Space Needs Analysis for the City Hall. The Civic Center on Main Street is a week ahead of schedule. The City Manager needs to be filled, the position is temporarily being filled by Dave Kanner, formerly the Ashland City Manager.

ODOT – Nothing to report.

Central Point – Construction on the Twin Creeks railroad crossing has begun and is expected to be complete by July 2018. The construction project on Pine Street is moving along and is ahead of schedule. Pear Valley Senior Living held a “hard hat hello” and they are looking for a late fall opening and have a webcam available to view progress online. The Central Point Saturday Market has confirmed their location beginning May 5th, 2018 and it ends September 29th, 2018. The market will be held in the covered area of Crater Iron Works, 419 N Front St in Central Point. It is currently an RV Storage facility who will complete their lease at the end of March 2018.

RCC – Michelle Moncovich introduced herself and explained that she is working out of Mary O’Keefe’s office who was the previous Board Representative for RCC. The office has now expanded to five employees. Ms. Moncovich will be handling grants specifically and encouraged anyone to contact her regarding RCC Grants.

Shady Cove – The road work is coming along nicely, they are looking forward to its completion. They are also beginning to look at city beautification as the road construction finishes up and the city will make suggestions to the business’ to try and improve the look to provide a nicer looking city.

JCLD – Nothing to report.

Medford – The city submitted their Urban Growth Boundary (UGB) to the State of Oregon, if approved it will bring about 1,800 acres of useable land for building purposes. A building excise tax was also

approved on all building permits which will be one third of one percent (1/3 of 1%) the amount on the building permit. This will not go into effect until the UGB has been fully approved through all processes. The Shopping Cart Ordinance that was passed was further explained as once the carts have been collected the owners of the shopping carts have seven days to pick them up or they are assessed a \$50.00 charge which will hopefully offset some of the dump fees. It is also a requirement that shopping carts are labeled by the owner. Isler CPA from Eugene, Oregon has withdrawn as the auditor for the City of Medford.

Grants Pass – The new Public Safety Station renovation is developing plans. The Waste Treatment Plant modernization upgrade is on schedule. A hazardous situation is developing that is out of the cities hands at this point, an unused railroad bridge that crosses a creek is deteriorating and the railroad company is not cooperating by removing or making repairs. The City Council just approved the design for the Riverside Park Pavilion which was mainly funded through a grant from the State Lottery Fund, it is expected to be completed by fall 2018.

RVS – The new vactor truck was delivered this morning. They are advertising for bid on a large sewer project which will be about \$1 million in White City, Oregon.

ECSO 911 – The CEO Board gave direction to find funding for the much needed radio infrastructure which is estimated to cost \$28 million. They are looking at Service Districts which is under the jurisdiction of the county or Special Districts which is run by elected officials and operates close to how ECSO 911 operates.

Jacksonville – Chinese New Year was celebrated a couple weeks ago, the event was quite successful. The Community Center is ahead of schedule, it has been a large project that has been supported by volunteer labor and fundraising.

Agenda Build

None provided at this time.

Next Meeting

The next regular meeting will be held on Wednesday, March 28th, 2018, in RVCOG's conference room.

Adjournment: President Lewis adjourned the meeting at 1:00 p.m.

Action Item
Recommended Change to Senior Advisory Council Bylaws

RECOMMENDATION

The Senior Advisory Council recommends that the RVCOG Board approve the attached Bylaws Proposed Changes dated 1/8/2018.

BACKGROUND

In their January 8, 2018 meeting, the Senior Advisory Council unanimously voted 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

Senior Advisory Council

BYLAWS
Proposed Changes 1/8/2018

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**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 Americans 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 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~~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.~~

5.4.54. To call special Council and Executive Committee meetings as needed.

5.4.65. 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. Standing committee members serve for the agency fiscal year.

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

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6.2.4. 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 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.**~~

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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.

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6.3.56.2.4.2. 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

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members of the Council Development Committee shall be members of SAC Executive Committee.

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 July.
- 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>	<u>12/30/05</u>	
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		
08/25/99	<u>12/07/05</u>		
02/23/00	<u>10/27/10</u>		
	<u>01/25/12</u>		
	<u>05/28/14</u>		

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Action Item
Appointment of New Member to the Senior Advisory Council

Recommendation:

That the RVCOG Board approve Jean Carroll as a Senior Advisory Council (SAC) member effective July 1, 2017.

Background:

Jean, along with her sister, is currently sharing the responsibility for ensuring her mother's safety and independence in a retirement community. She has spent most of her adult life advocating and providing opportunities for independence, self-sufficiency, and dignity. She has spent many years connecting people to local resources and services. She is experienced in helping people achieve their goals and problem solve.

Issues of concern: She is interested in 1) access to transportation, 2) health services, 3) isolation, and 4) problems that arise from limited income

Jean offers a lifetime of management experience in both the commercial and not-for-profit areas. She has enjoyed many opportunities to partner with multiple organizations and colleagues to reach mutually beneficial results.