



S&DS Advisory Council Standing Committee Descriptions

Senior & Disability Services (S&DS) has a variety of committees that support the work of the agency and the Councils. Committees are composed of members from both the Disability Services Advisory Council (DSAC) and the Senior Services Advisory Council (SSAC).

Planning and Budget Committee:

The Planning and Budget Committee advises LCOG Senior & Disability Services on: Needs Assessment planning and activities; development of a 4 year Strategic Area Plan; Allocation of available funds for programs and services funded by the Older American's Act and other special State funding sources; and Annual review of budget allocations and updates to the Area Plan.

Procurement and Monitoring Committee:

The Procurement and Monitoring Committee is responsible for providing advice on contracted services funded through the Older Americans Act or Oregon Project Independence; recommending agencies to provide these services; reviewing and recommending action on contract amendments; and assisting with contract monitoring. Typical activities include attending site visits at service provider locations, like the Meals on Wheels food production kitchen, and reviewing bids and updates on service contracts.

Joint Council (all members are by default members of the Joint Council):

Composition on this committee includes all members of the Senior Service Advisory Council and the Disability Services Advisory Council.

The Joint Council is responsible for monitoring, reviewing and recommending action on issues impacting both Councils. Topics of mutual interest are presented during Joint Council meetings which may include information on upcoming legislative initiatives and bills, community resource presentations, and advocacy issues.

Advocacy Committee:

The Advocacy Committee is responsible for monitoring, reviewing and recommending action to the Council on community, state, and national policies, programs, and actions, which affect older adults and persons with disabilities; maintaining a close liaison with local, state, and federal elected officials; and stimulating public interest in and support of, Senior & Disability Services programs. Members of the Advocacy Committee may attend Legislative days at the Oregon State Capitol or plan local information sessions with elected officials. Advocacy Committee work must be approved by the LCOG Board.

Long-Term Care Committee:

This Committee reviews S&DS program data and may assist with S&DS program and service evaluation, such as through customer service satisfaction surveying, secret shopper activities, and assisting with other program and service evaluation tasks. The intent of this Committee is to provide valuable feedback on service delivery, best practices, and areas for improvement.

Nominating Committee:

The Nominating Committee is responsible for making annual nominations for the Council's officers; recruiting, screening and recommending Council nominees to the Council; and monitoring Council members meeting attendance.

Executive Committee:

Composition of this committee includes the Chair, First Vice-Chair, Second Vice-Chair, and the Chairs of the Nomination, and Procurement and Monitoring Committees. The Executive Committee is responsible for assisting with the development of the agendas for regular meetings, acting on behalf of the Council between regular meetings, and assisting in the recruitment and screening of candidates for the position of Area Agency on Aging Director when requested by LCOG.

Ad Hoc Committees:

The Council Chair may appoint any number of Ad Hoc committees to assist with Council duties and special projects. Each ad hoc committee shall have a clearly defined purpose and specified period of duration.