



## C/CAB MEETING MINUTES

**DATE:** November 13<sup>th</sup>, 2020  
**Location:** Via zoom  
**Time:** 9:30 a.m.

**C/CAB PRESENT:** Chair Marilyn Shrum, Vice-Chair Siri Bernard, Joel Bergman, Julie Donohue, Secretary Ben Horner-Johnson, and Virginia Seitz.

**Excused:** Kim Buchholz, Paul Ellison, and Erica Thygesen

**STAFF:** Marty Hanley, Milwaukie Center Supervisor and Rachelle Bonsi.

**GUESTS:** No guests in attendance

**Call to Order:** Chair, Marilyn Shrum called The Center/Community Advisory Board (C/CAB) to order at 9:30 a.m.

**Approval of Minutes from October 9<sup>th</sup>, 2020** – Chair, Marilyn Shrum asked for a motion to approve the meeting minutes from October 9<sup>th</sup>, 2020. Vice-Chair Bernard made the motion to approve the October 9<sup>th</sup> meeting minutes and the motion was seconded. All were in favor and motion passed, approving the minutes.

### **C/CAB Member Recruitment –**

Staff member, Rachelle Bonsi, reported that Ben Horner-Johnson and Kim Buchholz have been approved by the Board of County Commissioners. Board members should receive their renewal letters sometime within the next couple of weeks from the Public and Government Affairs office. Upon receipt of these approval letters staff can move forward with recruitment of the remaining open seats on the board. There are three open seats; however, the third seat is appointed by the City of Happy Valley. This appointment will need direction from the DAC.

### **Standing Committee Reports –**

*District Advisory Committee (DAC)* member, Joel Bergman, reported the approval of the revisions to the by-laws. Joel also reported that the DAC is represented by five zones, each zone has 2 representatives. The Milwaukie Center is to have a board member as a representative within the DAC. Chair Shrum thanked Joel for his continued support and efforts.

*Nutrition/ Transportation/Social Services-* no report as member, Erica Thygesen, was not in attendance.

*Recreation and Program Committee* – Center Director, Marty reported the Boo Bash was a success. This was a drive thru event, with 300 cars and an estimated 1100 people going through. Chair Shrum, asked if the event was publicized in the Clackamas Review newspaper. Marty replied that it was in the Clackamas Review and advertised on social media.

*Facility and Rental Committee* – Ben Horner-Johnson reported Facility rentals continue to be on hold; however, building maintenance continues to ensure that the building is cleaned and disinfected for the staff that are on site.

### **Center Director's Report –**

Marty reported the District Director Scott Archer has accepted a position with City of Canby, as the Canby City Administrator, and the district will be moving forward with a replacement Director. Kandy Ho, the Aquatic Park director is serving as interim Park District Director.

The Concord School/Library project now has a plan in place. A library addition will be built on the north end of the building (by the end of 2023 using Library and Park District funds. Operating funds are not resolved.

Federal funding through the county contract was increased and this increased the subsidized portion of the meals which was very helpful during this pandemic, offsetting the increased demand. Donations have also increased which is very helpful.

Supervisor, Hanley reported that the nutrition staff have received 85 household registrations for the Thanksgiving Day Dinner so far, totaling more than 200 people (\$15/minimum donation).

Marty reported the recreation department is planning a virtual Christmas celebration for Saturday, December 5th. Virtual events and Santa Claus will be available through NCPRD.com.

Chair Shrum asked for revenue total from the 2020 virtual Clackamas on Tap and additionally asked for revenue projections/goal for the 2020 Senior Fair being held virtually. Marty replied that he would have Junia Stephens provide that information at the next meeting.

Joel Bergman inquired as to the progress of the construction of the Bonaventure facility adjacent to the Milwaukie Center. Supervisor Hanley, stated that he would inquire with the NCPRD Project Manager for a status report.

### **Milwaukie Center name change:**

Vice-chair Siri Bernard, inquired in regards to the Milwaukie Center name change and Joel replied that he would not expect any movement on this topic until after the new year of 2021. Joel does feel that once the board resumes meeting upon approval of the by-laws that business will resume as usual and items such as the name change can be moved forward so that staff can implement the necessary steps for the name change.

### **AD HOC COMMITTEES:**

**Aging Services Advisory Council** – Virginia Seitz reported that the Gladstone Senior Center is reported an increase in Meals on Wheels participants from 25 to 45, delivering frozen meals three times per week. They are currently preparing 400-600 food boxes and additionally preparing congregate meals for drive-thru pick-up. Their funding sources are having problems. Lake Oswego has closed their center for remodeling and is preparing 15-30 congregate meals for drive-thru; funds are OK. Molalla has increased their Meals on Wheels delivery from 65 to 123 meals. They have reported that they have lost one third of their participants due to the wild fires and their funds are in jeopardy. The Pioneer Senior Center is servicing 125 frozen meals and are supplying 17-20 personal care boxes. Estacada Senior Center is supplying two meals a day and increased from 40 to 74 participants. Sandy Senior Center is serving frozen meals 3 days a week, food boxes are up, funds are secure, and they have started providing bus trips. Canby Senior Center is providing 80 shelf stable food boxes 150 Meals on Wheels deliveries; they are hoping to raise \$40-\$50K with their annual campaign. Marty reported that the Milwaukie Center is providing 80 to 250 meals a day. At one point the Milwaukie Center was supplying up to 350 meals on a daily basis. This was an increase of roughly 100 meals per day to provide assistance for sheltering homeless at a nearby hotel. Funding is stable due to the NCPRD tax base and COVID funds through the county, plus some extra donations. Supervisor Hanley, also reported that staff is working towards retrofitting the buses with protective shields for the drivers so that when things open back up the Milwaukie Center can provide transportation services safely to our patrons. Virginia also reported that the Aging Services Advisory Council has 2 positions open seats should our board members know of anyone that would be interested, please pass the word. The board meets the third Monday of each month.

**Friends of the Milwaukie Center** – Junia Stephens was not in attendance.

**Refresh Newsletter** – Marty reported that the Newsletter is on hold during this time.

**River's East Village Community** – It is still active, however no representatives from the Milwaukie Center or C/CAB have attended since board member Louise Fisher resigned.

**CENTER Report** – Marty reported that staff continue to follow COVID-19 protocols while in the office and some staff are working remotely. The Halloween “the Boo Bash” was held Friday October 30<sup>th</sup> as a drive through event for Halloween and was deemed successful by the amount of participants and will more than likely become an annual event. The annual Thanksgiving Day Dinner will not be an event held on site but will be a call in/order on line meal, with delivery available for the Meals on Wheels recipients. All others must pick up ordered meals on site at the Milwaukie Center. The Fill-A-Stocking, Fill-A-Heart program will be run again by the Milwaukie Center this year, providing gifts to the neediest Meals on Wheels recipients.

- Chair Shrum asked that the board members review the mission statement’s included within the agenda and would like to collectively as a board summarize and produce a mission statement.

**Adjournment:** 10:29 a.m.

**Next Meeting:** The next C/CAB meeting is scheduled for Friday, December 11<sup>th</sup>, 2020, at 9:30 a.m.