



Meeting Minutes

December 5, 2022

Call To Order: Cindy Brown opened the meeting at 1:00 p.m.

Roll call: 9 Councilors present.

Consent agenda: Minutes from November 2022 were voted on and approved

Update Reports

Rose Villa Management Report (Tina Moullet)

Covid Update (Madrona Grove) Staff and visitors are no longer required to screen before entering. Note the current COVID status signs before entering and follow the instructions for visitation. Masks are required. Please do not visit if you feel unwell or are having any illness symptoms. This is true for any illness, not only Covid.

Covid Updates (Independent Living) Thank you for continuing to report COVID positive cases. When a resident is positive, Rose Villa staff provide guidance about quarantine and check-in to make sure the resident is receiving the care they need throughout their illness. Rose Villa has transitioned to reporting COVID cases if contract tracing indicates that a broad communication is necessary to prevent spread on campus.

Madrona Grove Building The lobby elevator has experienced frequent service disruption. A major repair and replacement of components was completed the week of Nov 28 and the elevator is now operational. This is an ongoing substantive issue that is continually pursued with Bremik and the elevator provider. This will continue as an open issue beyond the closeout of the Phase 3 project. If you arrive at an out of service elevator, you may use the stairs if you do need an elevator: For Madrona Grove visits: contact the Madrona Grove nurse to be escorted to the service elevator. For other visits/meetings: call the person you are meeting with, to be met and escorted to the service elevator.

Emergency Response With new leadership, comes new opportunity! Brian Goodrich joined Clackamas Fire District #1 in August as Captain. Jim Willeford, Director of Strategic Operations met with Captain Goodrich and together, they developed an action plan to improve emergency response on Rose Villa's campus. Clackamas Fire Geographical Information System (GIS) department will update their system to ensure they are accessing the most up-to-date campus layout information. We learned that their GIS system provides critical wayfinding detail for responder actions. He did confirm they are using the most up-to-date printed Rose Villa map. Captain Goodrich will provide wayfinding reassessment and make recommendations to Rose Villa for improvements. Clackamas Fire will partner with our fire alarm service to reprogram system annunciator panel display information. The Clackamas Fire Education department will provide updated training, including "File of Life" information.

Jim has met with Sid Humphries, the State of Oregon Emergency Medical Services Coordinator about emergency response on our campus. American Medical Response (AMR) continues to confirm they are using our most up-to-date map. Rick Hamell, IT Director continues to pursue improved functionality: e911 interface with Clackamas County Communications and Staff mobile alert notification system.

Resiliency Action Plan Resident meeting with Green Hammer and Rose Villa Staff December 28 from 2pm-3pm on Zoom. Invitation will be sent. Confirm participants with Tina. Green Hammer will provide an overview for all residents at the January Forum.

What is resiliency planning? Identify potential hazards and threats to our community. Community risk and occupancy focused (buildings and property). Not a people focused plan. (See the Emergency Response Plan in the red binder for that information.) Naturally occurring event or disaster or human caused, including the environment. Establish adaptation and mitigation plans. Prevention, response. Establish a Recovery plan. Rapid assessment, reporting, and continuity of operations. Example: Do we have water & power? Are the buildings safe and habitable? How do we manage human waste?

Staff and Department Update Courtesy Services Supervisor. When Grey moved into the Community Relations Coordinator position, it created a vacancy in the Courtesy Services Supervisor position. John Wade joins us next week. Please welcome him when you meet him. The Courtesy Services Supervisor manages staff and services at the Reception desk, Resident Services Counter, Transportation, as

well as events and the Community Relations Coordinator. Beth Knoll will resume her full responsibility as Operations Support Manager (she's been working in both roles for a while. Thank you, Beth)

Facilities Services Department. The Facilities management team is now fully staffed: Jim Willeford, Director of Strategic Operations. Kofi Dah, Facilities Services Manager. Building Operations, Grounds, Renovations, Security. Diana Hernandez, Environmental Services Manager (EVS). Housekeeping, Laundry, EVS Technicians.

Staffing levels have improved across the department although key positions remain open, such as 2 Security staff, a Maintenance Technician, a Groundskeeper, and Housekeepers. Other open positions are in Health Services which continues to be the most challenging department to staff. Nationally, the healthcare workforce has not yet recovered from the impact of the pandemic. Long-term care providers took a significant hit during the pandemic resulting in a national reduced workforce and extreme wage pressure. The increasing prevalence for traveling nurse positions, agency positions, and fewer people entering the healthcare workforce is problematic for all health care providers and continues to impact Rose Villa.

Health Services update (Erin Cornell) Erin addressed Covid. Madrona Grove is in "Outbreak status". This means that 1 person has Covid. No restrictions on visitors to Madrona Grove. Also, they are not using the log anymore. Additional testing is being done. Two independent residents also have Covid and are quarantined. Volunteers are considered staff so the only impact on them is that they have to wear goggles when in MG. A "family council" has been formed in MG. They are working on "Art" right now. Lois asked if the MG Liaison would be part of that group. A "Community Life" position has been created to facilitate community life.

RVI Board meeting (Cindy Brown) No report

Rose Villa Foundation (Elliot McIntire) No report

Madrona Grove (Lois Weathers) Lois asked if the walkway to Madrona Grove was open or would be soon. Tina believes it will be by the end of the week but has not had confirmation of that. Lois reminded us all that we need to visit Madrona Grove as often as possible.


Employee Holiday Gift Fund (Paul Wathen) The final amount of donations

was \$151,000. This was about the same as last year. Wow! Checks will be given out to employees on December 7, 2022.

Events (Gretchen Holden) Gretchen brought us up to date on recent Events. The library bus is filling up nicely and makes two trips a month to the Ledding Library or the Oak Grove Library on the first and third Wednesdays of the month. Some other bus trips are not going as well and may be discontinued in the next few months. Gretchen urged the group to contact Grey Davis with ideas and suggestions.

Treasurer's Report (Paul Wathen)

Rose Villa Residents' Association		
Treasurer's Report		
For the month ending	December 31, 2022	
Employee Holiday Fund		
Beginning balance		\$53,725.62
Deposits and other credits	\$90,799.46	
Checks and other debits	<u>\$594.00</u>	<u>\$90,205.46</u>
Ending balance		\$143,931.08
Checks outstanding		\$0.00

 Treasurer

Residents' Association Council

Financial Report

November 2022

	Beginning Balance	Revenues	Expenditure	Ending Balance
Garden Committee	2,390	0	169	2,221
Choir	3,379	0	600	2,779
Wood Shop	4,856	240	0	5,096
Treasure House	11,417	7,031	18,000	448
Sewing & Craft	1,607	155	0	1,762
Library Committee	5,995	0	0	5,995
EDF Party Fund	129	0	0	129
Green Team	425	0	0	425
Community Activity Fund	8,648	0	0	8,648
Total	38,847	7,426	18,769	27,504

2022 RVI Resident Council Budget

	Budget	Expenditure	Balance
Employee Party Expense	840.00	23	817
Newcomer Lunches	500.00		500
Printing	800.00		800
General Supplies	200.00		200
Total	2,340.00		2,317

Continued Business

Cindy Brown reminded us all that the Resident Council meetings will be on the first Tuesday of the month and will start at 1:30. This change will be effective in January 2023.

New Business

Communication Committee (Susan Hyne) Susan discussed hiring a consultant to help improve communications at Rose Villa. The Resident Council has the funds to pay his fee. One session is planned in December and the other two are planned in 2023. We need to allocate \$1,000 to cover the consultant fees. A more detailed discussion of the consultant and his background is attached for your information. A motion to approve the cost was made and passed.

Susan also discussed the **Satisfaction Survey**. Results will be received this Friday (December 9). This will give us current resident feedback and will also provide us with benchmark comparisons with other CCRCs. Rose Villa split the cost of the survey with the Resident Council. Susan asked for resident ideas on approving communication. One suggestion was to put the RV Board minutes on Touchtown. Jean Coberly (RC Archivist) told us that the Minutes had been on Touchtown since 2007.

Meeting with Vassar Byrd (Cindy Brown) Cindy had previously arranged a meeting with Vassar Byrd for December 15 at 2:30 to discuss North Star and answer questions related to it. She asked the group if we still wanted to have the meeting. There was some discussion about this but the overall opinion was that we still want the meeting. We need a list of the questions asked at the meeting last week and answers to those questions. Tina said that several staff members took notes and they are compiling them and making a list. She anticipates a FAQ will come out soon. (Update: This meeting has been canceled and will be rescheduled after the holidays.)

Operating Procedures (Judy and Paul Wathen) A question regarding the new Districts and how the Councilors were to obtain all the names and emails for persons in their District was asked. This issue is being worked on and lists will be provided to each Councilor. Judy and Paul discussed some of the issues in the Operating Procedures and asked if there were questions from the Council. Cindy Brown

addressed other issues in the Operating Procedures. A motion was made to approve the Procedures and the motion passed.

Tabled Motion (Louise Williams) Louise reviewed her motion which had been tabled at the November 7, 2022 meeting. A copy of her motion was included in the Resident Council meeting agenda. After some discussion, the Council voted and did not approve the motion.

Suggestion Box

Bill Rector reported that no suggestions were received this month.

The meeting was adjourned at 2:25 p.m.

Attachment # 1

Proposal to Hire Terry Busch for Resident Council Transition Training

The shift in organizational processes that has been initiated by Council and validated by the resident vote on the new bylaws requires stepping back from previous practices and perceptions and practicing/discovering new kinds of processes and interactions.

The Communications Committee has identified an outside consultant, Terry Busch, to help us with this transition and the Council's Executive Committee recommends that: 1. Council contract with Terry Busch to assist in the transition from past practices to more interactive, proactive, and collaborative ways of working together. 2. Council pay Terry Busch \$1,000 for three half-day (two-to-three hour) sessions, the first to be held between December 19 and 30, 2022; the others to be held every three-to-four months during 2023.

In conversations with the Communications Committee, Mr. Busch has requested that the first half-day session be held with the entire Council. At this meeting he will help the Council articulate what it wants to accomplish, given that it is being asked to operate under new bylaws and procedures, new ways of relating to resident districts, and new ways of interacting with Administration.

Terry Busch has shared his management and leadership experiences and insights with individuals and a variety of organizations for more than 40 years. He particularly enjoys working with nonprofits. About himself he says, "I am invariably optimistic, passionately believe in respect for others, and think that human beings are incredibly complex, smart, unpredictable, and potential-laden. Acknowledge and give free range to that potential,

individually or collectively, and just watch what can be accomplished.”

Attachment #2

Committee and Group Reports

Choir (Andrea Drury)

The Rose Villa Choir invites the community to join us on December 16 at 11:30 a.m. in the PAC. The program will include the pieces the choir has worked on this session. The audience will be invited to sing some favorite holiday carols along with us.

Council Pet Committee (Suzanne Townsen)

The Pet Committee has been working on pages to put in the Pet Section of the red Emergency Handbook. They are in final Draft form. We also have been working on multiple issues with a single dog. It has been a busy month. Joan Clark has been working with us as she will be taking over the Pet Committee in January 2023.

Employee Holiday Gift Fund (Dori Jones)

The Employee Holiday Gift Fund committee has been working on the details leading up to December 7 when the checks will be distributed to the employees. Judie Hansn, a committee member, has authored many emails encouraging residents to donate.

Events (Gretchen Holden)

BUS TRIPS Birding trips - will take a break until spring after the trip on December 13th. Library - bus is filling! Two trips now on the 1st and 3rd Weds. of the month
Lakewood and Symphony continuing this year. Ridership is low so will be reevaluated for next year.

ON CAMPUS ACTIVITIES

CONTINUING CLASSES

Drumming classes will continue twice a month for 45 minutes

All classical meets on the 1st and 3rd Thursdays of the month

NEW CLASS

Ukulele classes will begin in January on Friday afternoons

MUSICAL OPPORTUNITIES OVER THE HOLIDAY

Sax Ukulele, choirs, festival brass band - watch for flyers

Christmas party in the lobby December 15th

Expect January to be a quiet month

Grey welcomes your suggestions and feedback.

Friendship Corps (Lois Weathers)

A plant care team of volunteers tending to the plants recently donated to MG is underway. There are many activities that need willing helping hands listed on the MG December Activity Schedule. For instance, if you are a plant lover, Marianna always needs extra hands for the horticultural events taking place on Thursday at 3 pm. If you are into the arts, classes of artistic expression are scheduled on Fridays at 3 pm. Gamers are invited to attend the Thursday, 7 pm, Game Nights. Residents Kate Dins and Val LeGault are leading a sing-along on Saturday, Dec 17th at 3 pm. More voices are warmly welcomed! Christmas cookie baking happens at 2 pm on Sat., Dec 24th. If any of these activities appeal, or if you have a skill you would like to share, reach out to Marianna at x 3276, or Lois Weathers, MG Resident Council Liaison, at x 3240.

Library (Jean Coberly and Cathy Schar) November saw 241 items from our Library get trips to resident homes; actually, that's not quite right: staff as well as residents check out materials. In fact, today I had a conversation with one of our RV nurses going on vacation who was checking out some vacation-reads.

Hearing Support (Mary Deane Smith)

Susie Wilkins continues to advertise and teach OTTER programs to interested Hearing Support Group members.

A resident member described his problems with his hearing aids asking for advice. Several suggestions were offered. Mary Deane offered to review his audiogram and continue to help him on an individual basis. Hearing Aid Service in general, including Able Hearing Aid Program, was discussed.

Mary Deane outlined the new federal ruling about Over The Counter (OTC) hearing aids. OTC aids are helpful for mild to moderate hearing loss. Most of our Rose Villa residents have severe to profound severe loss so these aids are not as functional for us. These aids do focus on hearing loss for the public and perhaps future company competition will advance better audiology services and lower the cost of all hearing aids.

Mary Deane did help a resident who purchased OTC aids. He found the OTC company provided very little help in fitting or using the aids. They did not fit well either. He eventually returned the OTC hearing aids.

Green Team (Jean Lofy) The Green Team received approval from the RV Foundation on a grant application for an electric mower to be used by staff. Many thanks go to Bob Sack for leading this project in coordination with Andi Tjan, Michael Byrd and the Green Team.

Please watch for upcoming events in 2023 such as a presentation on Electric Vehicles with SAGE <https://wearesage.org/> (Senior Advocates for Generational Equity) and for a recycling presentation by Clackamas County Sustainability Analyst, Tenille Beseda.

The Green Team continues to monitor for progress on the grass removal project funded by Wes Brown's donation. Certain areas of grass along River Road and Laurie Avenue are to be removed and covered with mulch and then replaced with native plants in the spring.

Madrona Grove Report (Lois Weathers)

It is about to happen! The new walkway linking Madrona Grove, its residents and staff, to the entire campus (via South Main) is almost a reality! The linkage walkway will be assessed via the entrance/exit located at the end of the new mailroom opening on Dec 6th. Due to construction and the onerous pandemic, MG has been largely isolated from those in independent living for far too long. It is going to take a concerted effort from residents, staff, and admin to better merge the entire campus into a shared lifestyle. Volunteering in all forms is enthusiastically encouraged. Drop-in visits are especially loved. Marianna Iverson, Activities Coordinator for MG, says: "We have some fun activities coming up in December and you are all welcome to attend! Please let me know if you'd like to sit in on a class or have a 1-1 visit with a resident. Holidays can feel lonely and connection is always welcome for our MG residents. I would love to recruit some residents to come through on Christmas day and sing carols through the halls." Marianna also reminds the campus all are invited

to attend Zoom Storytelling with her dad on Dec 31st at 3pm. The annual much anticipated Christmas brunch for residents and their families is scheduled for Dec 23rd.

Rose Villa Foundation (Elliot McIntire) The Rose Villa Foundation will be holding its final meeting of the year next Monday. Business will include election of officers for 2023: Past President, Jennifer Allen, President, Don Lehman, Vice President, Cathy Schar. Three new members will be voted on, as Elliot McIntire and Ken Dodge complete their terms. Discussion will focus on priorities for the coming year and a review of our financials. As of the January Resident Council meeting, Don Lehman will serve as liaison between the two groups.

Treasure House (Judie Hansen and Jennifer Allen) The month of November was very exciting for the Treasure House. We closed down the store on Torbank on November 5, and moved to our brand spanking new location in the southwest corner of Schroeder Lofts on November 9. The store reopened at our new location on Monday, November 14. Customer traffic was brisk that first week and we sold over \$5,000 in merchandise! Everyone was excited about the new space. With its high ceilings and bright interior it seems much larger than it is. We had a little trouble getting new keys and locks to work and had no phone for the first two weeks, but are getting all the kinks worked out.

We worked on vacating three residential units. One was mostly furniture and we moved it to the store where it was sold immediately. Sneak Peek sales will be held at the other two in December. Both of them are very large units and it has required help from new volunteers to sort and stage for the sales.

Our new location has brought new residents to volunteer in the store. After 25 years as a volunteer in the Treasure House, Barbara Hads officially resigned on November 29 and she will be honored during our Distribution gathering on Wednesday, December 7.

We will also be donating \$18,000 to be split between the Foundation and Rose Villa, Inc. Residents wishing to donate large furniture items have been encouraged to post ads on RVChat and ask for a donation to the Treasure House and it seems to be a good system. We can always use more volunteers. Those wishing to join our team should contact Carol Brownlow who is our scheduler. Now that the store is on the south side of River Road, we will no longer be hosting Attic Treasure sales. Those monthly sales were lucrative but required packing up and moving a lot of product.

Come visit us - store hours are 1-4 PM Monday thru Saturday. The phone number is the same - 503-652-4008 from a cell phone or 4008 from a landline.

UCF (Jackie West) During the month of November, ecumenical Vespers services were held in the PAC and on Zoom each Sunday evening at 6:30 to 7:15, with music beginning at 6:15. The warm, friendly service is composed of hymns, prayer, choir music and a short message. All are welcome.

Speakers during November were Jesus and Kristen Vegas, World Wide Gospel Mission; Rev. Jeanne Kaliszewski, Episcopal; Joe DiCarlo, Medical Teams International; Ruth Scharbach, Vespers pianist and choir director.

The annual Christmas Banquet is being planned and will take place on December 6 and 7.

Welcoming Committee (Susan Hyne)

Move-ins in 2022 included 63 Phase 3 residents plus 16 additional neighbors. Some units are booked for 2023 move-ins and several classic cottages are open.

Susan Hyne and Jan Wainscott will be stepping down from the Welcoming Committee at the end of the year. The Resident Council is recruiting a new chair for the Committee.

Woodshop (Tom Wilcox) A few weeks ago the Woodshop users met in the Woodshop to review and make plans. One thing the users wanted to improve was the lighting. It is not over many of the work areas and it makes it hard to see when doing work that requires something precise. The users could do most of the work but it depends on what is available for power. Tom Wilcox along with Don Brown will work on that. Groups to do cleaning and repairs were re-organized.