

## Minutes

*Ad hoc* Senior Steering Implementation Committee

Wednesday

April 17, 2019

5-6:30PM

South Portland Community Center, Senior Conference Room

Members Present: Maxine Beecher, Susan Henderson, Kathleen Babeu, Diane Gotelli, Anthony Grande, Carol Kilroy, Bernadette Kroon, Adele Edelman, April Caricchio, Phil Smith, Peter Stanton, Jeff Steinbrink.

Members absent: Deqa Dehlaq, Alan Cardinal

Meeting called to order by Maxine Beecher.

Minutes of March 27<sup>th</sup> accepted

1. Ice breaker exercise held until Deqa and Alan present. Jeff invited and introduced as person willing to serve on a sub-committee. April willing to serve on sub-committee related to Community Support and Health Services. Adele was a core member of Advisory Committee and is willing to work on implementation also.
2. Discussion re Committee Processes: Phil Smith led a discussion of his suggestions for By- Laws that would form a foundation for group process. There was much discussion as document reviewed including number of meetings, voting members, and formality of process that need be specified and process needed for effective and efficient function. Sue and Maxine will ask Manager his rationale for Order having identified Maxine, Kathleen and Sue as ex-officio members. Subcommittees were discussed in relation to how their structure and function should relate to the core implementation group. Some specific changes were suggested for Phil to make and some things may need more discussion. The discussion filled the meeting time.
3. Date, time, location of next meeting and Agenda:  
The next meeting will be: