

Area Agency on Aging Serving Napa and Solano

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Minutes of Board Meeting: Tuesday January 15, 2013, 2:30 PM
Florence Douglas Senior Center, 333 Amador Street, Vallejo, CA 94590

Donald Bond, Presiding

Solano County

Dist. 1	Marty Kuehneman, Treasurer	Present
2	Vacant	
3	Donald Bond, Chair	Present
4	Steve Korn	Present
5	Stephen Murphy	Present
At-Large	James McCully	Excused
At-Large	Rev. Dr. Tony Ubalde, Secretary	Present
At-Large	Vacant	

Napa County

Dist. 1	Carolyn Wrage, Vice Chair	Present
2	Thomas McNicholas, Vice Chair	Present
3	Vacant	
4	Vacant	
5	Vacant	
At-Large	Jo Ann Busenbark	Present
At-Large	Edwin Warren	Excused
At-Large	Stephanie Bunch	Present

The meeting was called to order at 2:30 by Chair Donald Bond. A quorum was present.

Present: Leanne Martinsen – Executive Director, Doug Hanson – CFO, Suzanne Blakeley – Advisory Council member, Elena Stonebraker, Larry Kromann.

Public Comment. None.

Regular Business

- 1. Motion to approve the agenda for the January 15, 2013 meeting as presented by Rev. Ubalde, 2nd by Thomas McNicholas, motion carried.**
- 2. Motion by Carolyn Wrage, 2nd by Stephanie Bunch to approve the minutes of the December 6, 2012 meeting as presented, motion carried.**
- Finance / Treasurer's Report:
 - Finance/Treasurer's Report: Doug Hanson, CFO, presented the December 2012 Financial reports, representing activity for the first half of the fiscal year. He provided information about the account numbers, and answered questions from the members. **Motion by Carolyn Wrage, 2nd by Marty Kuehneman to accept the report, motion carried.**
 - Contract Amendment #1 -- California Department of Aging Program Memo 12-16, dated November 21, 2012, with revised allocation and amending contract and the Area Plan Budget Revision that has been submitted to CDA were included in the agenda packet. Doug Hanson explained that this budget includes the additional \$90,000 in One-Time-Only (OTO) funds, and answered questions from the members. **Motion by Rev. Ubalde, 2nd by Steve Korn to accept the Area Plan Budget Revision #1 for fiscal year 2012-2013, motion carried.**
- Advisory Council Report and Recommendations: Sharon Monck was unable to attend the Board meeting, so Leanne Martinsen reported that at the January meeting was held in Napa, and the Council had presentations from the Red Cross and the Health Insurance and Advocacy Program (HICAP). The Council set meeting locations for the remainder of the year and updated committee

assignments. The next meeting will be on February 7 at the Fairfield Senior Center. Tom McNicholas volunteered to be the Board Liaison to that meeting.

5. Correspondence: – None

6. Committee Reports

- a) Executive Committee: Donald Bond reported that the Executive Committee had met prior to this meeting to consider a personnel matter.
- b) Membership Committee: Rev. Ubalde reported that Stephanie Bunch, who is an at-large member from Napa County, will be appointed to represent Supervisorial District 3. Leanne Martinsen introduced Larry Kromann from Calistoga, who is being appointed to Supervisorial District 4. This will leave District 5 and one at-large vacancy in Napa County. Solano County has vacancies in District 2 and one at-large. Steve Korn introduced Elena Stonebraker and encouraged her to consider applying for membership.
- c) Fundraising Committee: Rev. Ubalde reported that the committee had met this week, and confirmed that we will not have the variety show that had been scheduled for February. The committee discussed how the funds raised in previous years could be used to continue to focus on creating additional funds so that the work of the agency can continue. The committee will continue to meet and develop a strategic plan that might include several components such as direct mail. Su Blakeley stated that this needs to be an ongoing program that keeps the community informed about the programs and solicits funding to supplement the core funding. There was discussion about branding and the concept of raising money for specific programs. It was also requested that the Info-Van be at a future meeting.

7. Executive Director / Staff Report:

Leanne Martinsen reported on current activities, including the following items:

- The AAOA website has postings of Board and Advisory Council meeting agendas and minutes, as well as a calendar where we can post events, and we will soon have a Facebook page.
- The server upgrade project has been completed, and also had to purchase a replacement switch and UPS battery back-up for the server.
- We have had contact with the architect regarding the classroom addition, and there have been delays at the city, but we should have a building permit soon.
- Stop Falls Napa Valley (SFNV) Fall Prevention Program, applying to Napa County for Master Settlement Funds this month.
- Mental Health Services Act Prevention & Early Intervention (MHSA PEI) both counties will fund another year at same level. We have applied to St. Joseph Health System for a wellness grant to support the Healthy Minds Healthy Aging Program in Napa.
- Applied to Kaiser Community Outreach to fund Latino Outreach for another year.
- Chronic Disease Self Management Programs funded with a combination of Title IIIID funds, a grant obtained by CDA, and through a Solano County Public Health Community Transformation Grant, which is funding lay leader training this month.

- Arthritis Foundation Exercise program is being offered at the Vallejo Adult School, and Dianna Gonzalez is also starting the Walk With Ease program. Both of these are evidence-based health programs.
- AAA representation at various Commission and Coalition meetings
- The state budget did not reduce funding to aging programs, but the federally funded programs will be impacted if Sequestration is implemented. We are closely watching the legislative action so that we can be prepared to deal with funding changes. The State Coordinated Care Initiative is proceeding, and we are also watching how the pilot counties are dealing with the changes in service delivery.
- The Florence Douglas Senior Center is now charging for the use of rooms for meetings.

Old Business: Schedule for building addition was discussed during the Executive Director Report (Information Item)

Tabled Business: None

New Business:

1. There were no recommendations from the Advisory Council this month.

Information Items:

1. The Schedule of Events was included in the meeting packet. A new member orientation will be scheduled within the next month.
2. Roundtable Announcements: JoAnn Busenbark reported that the Napa Commission on Aging has a priority of increasing the visibility of Information and Assistance in Napa County, and is working with AAoA staff on this. She also stated that they are appreciative of the efforts of Planner Harriett Dietz and others to focus on service delivery to St. Helena and Calistoga. She expressed the desire to have a Napa phone number for I&A.

The meeting was adjourned at 4:00 PM.

The next meeting will be on February 19, 2013 at the Florence Douglas Senior Center in Vallejo.

Action Item Summary:

Submitted by: Leanne Martinsen, Executive Director

Approved by _____, Secretary to the Board

Date: _____