



Board of Director's Meeting -- Tuesday, April 16, 2013 -- 2:30 PM

Florence Douglas Senior Center
333 Amador Street, Vallejo, CA 94590

The Area Agency on Aging Serving Napa and Solano does not discriminate against persons with disabilities and meetings of the Board of Directors are held in accessible facilities. If you wish to attend this meeting and you will require assistance in order to participate, please call the Area Agency on Aging office at 707-644-6612 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the office of the Area Agency on Aging Serving Napa and Solano, 400 Contra Costa Street, Vallejo, during normal business hours.

AGENDA

Donald Bond, Presiding

2:30 PM Call to order / Quorum check / Sign-in / Introduction of Guests

Public Comment Period (10 minutes) Please limit to 2 minutes for each speaker, and limit your comments within the subject matter jurisdiction of the Area Agency on Aging Board of Directors. The Board will hear public comments for up to ten minutes. Any additional public comments will be heard at the conclusion of the meeting. Items from the public will be taken under consideration without discussion by the Board and may be referred to staff. Time limits and subject matter guidelines are to ensure that the Board may complete its agenda in a timely manner.

Regular Business

1. Review / Amend / Approve Agenda for April 16, 2013 meeting.
2. Review / Amend / Approve Minutes of March 19, 2013 meeting (copy attached).
3. Finance/Treasurer's Report: Leanne Martinsen, Executive Director, Marty Kuehneman, Treasurer
 - a) March 2013 Financial report (copy attached). Recommended Action: to accept reports.
 - b) Area Plan Budget Revision #2, in response to Sequester Cuts. Area Plan Budget Revision has been submitted to CDA (copy enclosed). Recommended Action: to accept Area Plan Budget Revision #2 for fiscal year 2012-2013.

4. Advisory Council Report and Recommendations: Advisory Council Chair will provide information from the Advisory Council. A copy of the March Advisory Council Meeting Minutes is attached.
5. Correspondence:
 - a) CDA Notice of Audit Determination (for July 2005 through June 2008) dated March 27, 2013 (copy attached).
 - b) CDA Program Memo 13-02, Area Plan Contract Amendment #2, FY 2012-12 and Budget Display (copy attached).
6. Committee Reports:
 - a) Executive Committee – may report on any activity.
 - b) Membership Committee – Rev. Tony Ubalde will report on committee activity. Members may discuss efforts to fill remaining vacancies on the Board of Directors: Solano District 2 and one (1) “at large”, Napa District 5 and (1) “at large”.
 - c) Fundraising Committee -- Rev. Tony Ubalde will report on committee activity
7. Executive Director Leanne Martinsen, Executive Director will present a report on recent AAA Activity, including the local impact of State and Federal policy and funding issues.
8. Harriett Dietz will provide information on the current Request For Proposal (RFP). A summary of the revisions to the DRAFT RFP that was distributed on March 19, 2013 is attached to this agenda packet.

Old Business: None

Tabled Business: None.

New Business:

1. Action Item: Members may vote to authorize staff to release the RFP to the public.
2. Action Item: Members may vote to authorize the Chair to sign the Area Plan Update Transmittal letter following the scheduled Area Plan Public Hearing on April 25.
3. Action Item: Members may vote on accepting recommendation(s) from Advisory Council.

Information Items: For discussion

1. Schedule of Events (Copy attached).

Roundtable / Announcements (2 minutes, please). Comments by Board Members

Adjournment.

Next meeting, May 21, 2013 at Florence Douglas Senior Center, 333 Amador St., Vallejo.