

Area Agency on Aging Serving Napa and Solano

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Minutes of Board Meeting: Tuesday July 16, 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	Vacant	
5	Stephen Murphy	Excused
At-Large	James McCully	Present
At-Large	Rev. Dr. Tony Ubalde, Secretary	Excused
At-Large	Vacant	

Napa County

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

The meeting was called to order at 2:45 PM by Chair Donald Bond. A quorum was present.

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

Public Comment. None.

Regular Business

- 1. Motion to approve the agenda for the July 16, 2013 meeting, as presented by Carolyn Wrage, 2nd by James McCully, motion carried.**
- 2. Motion to approve the minutes for the June 11, 2013 meeting as presented by James McCully, 2nd by Larry Kroman, motion carried.**
3. Finance / Treasurer's Report:
 - a) Doug Hanson, CFO, reported that the financial reports were not prepared, as the accounts for June, the last month of the fiscal year, had not yet been closed.
 - b) Doug Hanson distributed copies of the Area Plan Budgets: A3 1314-28 for July-September 2013, and A9 1314-28 for October 2013-June 2014. He explained that the two budgets corresponded to the two contracts with CDA, and the allocations that reflected sequestration reductions that were applied to each Federal Fiscal Year. These budgets were prepared and submitted to CDA within 30 days of the date that CDA issued the budget display. **Motion to approve the Area Plan Budgets A3 1314-28 for July-September 2013, and A9 1314-28 for October 2013-June 2014 as presented by James McCully, 2nd by Marty Kuehneman, motion carried.**
 - c) Doug Hanson indicated that the building addition project was proceeding, and a contractor had been selected.

4. Advisory Council Report. Leanne Martinsen reported that the Advisory Council had not met in July and the minutes of their May meeting, which were approved in June, were included in the meeting packet. Suzanne Blakeley distributed articles on the Federal farm bill and food stamps and another on ex-felons and homelessness. Older adults and the services that AAoA provides will be impacted as more low income clients need to access existing services. These are issues for the Advisory Council to consider in their advocacy.
5. Correspondence – none.
6. Committee Reports
 - a) Executive Committee: The committee had not met.
 - b) Membership Committee: Rev. Ubalde was not present to report on committee activity. Action postponed until a future meeting.
 - c) Fundraising Committee: Rev. Ubalde was not present to report on committee activity, and the committee had not met since the last Board meeting. There was discussion regarding the need to look at the issues around fundraising strategically, including the formation of alliances with like organizations.
 - d) Edwin Warren reported that the Bylaws Committee had met and after reviewing the current Board bylaws, felt that only minor changes would be recommended. Advisory Council member Constance Boulware had also participated in the meeting, and the consensus was that the Advisory Council would deal with their bylaws. Additionally, the committee recommended that work be done to better define what connects the Board and Advisory Council, and Edwin Warren indicated that he would like to work with the Council to clarify these issues.

7. Executive Director / Staff Report:

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

- The Advisory Council meets on August 1 in American Canyon. Edwin Warren may be able to attend as the Board Liaison.
- AAoA Staffing: Reductions in administrative & direct services staff to comply with sequestration cuts, Vacancy in MIS 7/31.
- Look for us on Facebook, the site is live.
- Updated Napa Senior Guide is available now, currently updating Solano for printing.
- Issuing RFP for FCSP Respite in Vallejo, release in August.
- Catholic Social Services contract for telephone reassurance in Solano Co.
- Faith in Action to retain contract for home visits in Solano Co.
- Molly's Angels new contract for volunteer transportation in Napa Co.
- FY 2013-2014 Provider contracts issued for July-September (3 months) and October-June (9 months), to correspond to our CDA contract.
- Stop Falls Napa Valley (SFNV) Fall Prevention Program, TCWF approved \$150,000 for 3 yr., ANV submitted full application for next year \$64,000, MSA funding \$70,000 for FY 2013-14.

- Mental Health Services Act Prevention & Early Intervention (MHSA PEI) both counties will fund another year at same level. SJHS for wellness grant to supplement Napa program and Vera Long Foundation have been declined.
- Kaiser grant for Latino Outreach award \$25,000, for next year. AAoA received community service award at the annual ceremony in June.
- Chronic Disease Self Management (CDSMP) grant. Intend to continue with IIID funds through June & next year.
- Continuing to work with Napa County to determine if we can claim funds under MediCaId Administrative Activities (MAA) for some of our Napa programs. Requires checking on background of management and Board of Directors.
- Napa Contract amendment approved \$1.00/senior supplemental funds to preserve Caregiver Permit Application and enhance services in Napa Co.
- Wrote request letter to Chair of Solano Co. Supervisors for \$1.00/senior.
- AAoA representation at various Commission and Coalition meetings
- Federal budget & reauthorization funding for Older Americans Act Programs
- ED vacation scheduled August 1-9.

Old Business: None

Tabled Business: None

New Business:

1. Common Ground is a recently established organization with 15 member organizations (faith-based and other non-profits) in Napa and Solano County, committed to acting together on critical issues for the public good. Donald Bond reported that he had attended the founding convention in June and was impressed by the participation of local elected officials. **Motion to authorize Leanne Martinsen, Executive Director to engage with the Common Ground and pursue ways that the AAoA might work with this organization by James McCully, 2nd by Carolyn Wrage, motion carried.**
2. **Motion to approve mission statement “The Area Agency on Aging (AAoA) Serving Napa and Solano is a non-profit organization that works with local private/public organizations and individual citizens to promote and involve the community systems of care that enhance the independence, health, safety, dignity, and quality of life of older persons and persons with disabilities and their caregivers.” by Carolyn Wrage, 2nd by James McCully, motion carried.** There was discussion regarding consideration of changing the name of the organization vs. marketing the AAoA and brand the existing logo to this.
3. No other recommendations from Advisory Council

Information Items:

1. The Schedule of Events was included in the meeting packet.
2. Roundtable Announcements: Ed Warren discussed Veterans Services issues and Larry Kromann commented on housing shortage for veterans. Suzanne Blakeley reported that she had received feedback from an acquaintance who was very satisfied by services provided by AAoA staff who provided helpful information and referral for family members dealing with a relative with dementia.

The meeting was adjourned at 3:45 PM.

The next meeting will be on August 20, 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: _____