



Board of Director's Meeting -- Tuesday, October 20, 2015 -- 2:30 PM

Area Agency on Aging Serving Napa and Solano
Training/Conference Room
400 Contra Costa 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 Advisory Council and/or 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

Carolyn Wrage, Board Chair 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 Advisory Council and Board of Directors. The Board and Council 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 Council 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 the October 20, 2015 meeting.
2. Review / Amend / Approve Minutes of September 15, 2015 Board Meeting (copy attached).
3. Finance/Treasurer's Report: Jacquelin Bell CFO, Marty Kuehneman, Treasurer
 - a. August 2015 Financial reports (copy enclosed) and September 2015 Financial Reports (plan to present to finance committee and then distribute at Board meeting). Recommended Action: to accept reports.

- b. Agency Budget for 2015-16 (plan to present to finance committee and distributed at Board meeting).
 - c. Area Plan Contract and Budget Amendment #2 to be completed for submission to CDA by October 30. (Budget display attached). Staff recommendation to distribute One-Time-Only funds to providers, on condition that they have met first quarter expectations, and in amounts based on proportions used for initial contracts. Contract revisions will be issued before December 31, 2015.
4. Correspondence: Area Plan Approval Letter from the California Department of Aging (CDA) dated September 30, 2015. (copy attached)
 5. Advisory Council Report and Recommendations: The Advisory Council met on October 1, 2015. (Copy of the minutes from the September 3, 2015 meeting is attached) Chair Steven Rozensky may present information on Council activity and Committee Reports. The next meeting of the Program monitoring committee is scheduled on November 2, to review the first quarter provider service delivery reports prior to the November 5 Advisory Council meeting.
 - a) Executive Committee – Chairman Carolyn Wrage may report on any Executive Committee activity.
 - b) Membership Committee – Rev. Tony Ubalde may report on any Membership Committee activity. Current vacancies in Napa County (Districts 2 and 4) and Solano County (District 3) have been posted.
 - c) Bylaws Committee – Edwin Warren will report on Bylaws Committee activity.
 - d) Marketing and Resources Committee – Larry Kromann will report on any committee activity.
 - e) Legislative and Veterans Issues report from Dr. Richard Lundin.
 6. Executive Director Leanne Martinsen will present a report on recent AAoA Activity.

Old Business: None

Tabled Business: None.

New Business:

1. Action Item: Discussion and possible action to amend Board Bylaws to include section similar to Section 14.2.7 from the Advisory Council Bylaws. (copy attached)
2. Action Item: Discussion and possible action regarding Advisory Council Monitoring Subcommittee attendance permissions.
3. Action Item: Consider vote to reschedule or cancel November Board Meeting.
4. Information Item: Overview of AAoA staffing (organizational chart attached)

Information Items: For discussion

Schedule of Events (Copy attached).

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

The next Advisory Council meeting will be on Thursday November 5, 2015 at 1:00 pm at
the Comprehensive Services for Older Adults (CSOA) Main Conference Room
650 Imperial Way, Napa, CA 94559

The date and location of the next Board of Directors meeting to be determined.