



Board of Director's Meeting -- Tuesday, March 15, 2016 -- 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 March 15, 2016 meeting.
2. Review / Amend / Approve Minutes of February 16, 2016 Board Meeting (copy attached).
3. Finance/Treasurer's Report: Jacquelin Bell CFO, Marty Kuehneman, Treasurer
 - a. February 2016 Financial reports (copy enclosed). Recommended Action: to accept reports.
 - b. Finance/Marketing Committee Report – The committee is scheduled to meet on March 14, and members may report out on the items discussed.
4. Correspondence: None

5. Advisory Council Report and Recommendations: The Advisory Council met on March 3, 2016. A copy of the minutes from the January 7, 2016 meeting is attached. A copy of the Program Monitoring Committee report and recommendations that were approved by the Advisory Council at the March 3 meeting is also attached. The next meeting of the Program monitoring committee is scheduled on May 2, when they will review the third quarter provider service delivery reports (through March 31, 2016) prior to the May 5 Advisory Council meeting.
6. Board Committee and work group reports
 - 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 have been posted, and an “at large” position is now vacant as well.
 - c) Area Plan Workgroup – This group is working to develop recommendations regarding priority services to be funded in the next planning cycle, and also considering options for service delivery. A copy of the recommendations that have been approved by the Advisory Council is attached. If approved by the Board of Directors, these will be reflected in the proposed Area Plan Goals and shared through the public hearing process as the 4-year Area Plan is prepared for submission before May 1. Three public forums have been scheduled: March 17 in conjunction with the Vacaville Senior Roundtable meeting at McBride Senior Center, March 23 in conjunction with the Upvalley Collaborative Meeting at Rianda House in St. Helena, and March 29 at the Napa Senior Center (another forum will be scheduled in Vallejo or Fairfield). Members of the workgroup may share additional information.
 - d) Housing Concerns – members may share information regarding senior housing issues and concerns, opportunities for advocacy and action.
 - e) Legislative and Veterans Issues report from Dr. Richard Lundin.
7. Executive Director Leanne Martinsen will present a report on recent AAoA Activity. Applications and contracts in process this month are listed under New Business, and will be shared with members as e-mail attachments prior to the meeting.

Old Business: None

Tabled Business: None.

New Business:

1. Action Item: Board may vote to accept the recommendations of the Advisory Council regarding Program Monitoring.
2. Action Item: Board may vote to accept the recommendations of the Advisory Council regarding the Area Plan priorities and goals.

3. Action Item: Board may vote to authorize Executive Director to submit grant application for Napa Master Settlement Funds to support StopFalls Napa Valley program. Requesting \$75,000 per year for three years, application due March 23, if successful, funding would begin July 1, 2016.
4. Action Item: Board may vote to authorize Executive Director to submit grant application for Kaiser Community Benefit Funds to support Latino Outreach and Health Promotion programs in both Napa and Solano Counties. Note: There has been a delay in the Kaiser process, and we anticipate that the invitation to apply for this funding will be on March 14, and application would be due April 1. If successful, funding would begin July 1, 2016.
5. Action Item: Board may vote to authorize Executive Director to submit grant application for Kaiser Public Affairs sponsorship for health promotion event(s) to be held during Fall Prevention week in September 2016. Application is Due on March 18.
6. Action Item: Board may vote to authorize Executive Director to sign contract #03651-16 with Solano County for rounds 2 and 3 of fall prevention activities in Solano County, including continuation of "Stepping On" and Tai-Chi: Moving for Better Balance Courses. Funding for January – June 2016 will be \$7,993, and for July 2016-June 2017 will be \$2,500.
7. Action Item: Board may vote to authorize Executive Director to sign contract amendment with Partners In Care Foundation to continue providing Chronic Disease Self-Management programs for Blue Shield of California members in Napa, Solano and portions of Contra Costa County. The scope of work is to carry out at least 6 CDSME workshops per year (6 sessions with 12-20 participants) and reimbursement is \$250 per member.
8. Information Item: Overview of AAoA staffing (organizational chart attached) and staff recommendations for budgeting for next fiscal year.

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 April 7, 2016 at 1:00 pm at the AAoA Conference Room, 400 Contra Costa St., Vallejo, 94590.

The Next Board of Directors meeting will be on Tuesday, April 19, 2016 at the Comprehensive Services for Older Adults (CSOA) Main Conference Room, 650 Imperial Way, Napa, CA 94559