



**Special Joint meeting of the
Board of Director's and Advisory Council
Area Agency on Aging Serving Napa and Solano
Tuesday, April 18, 2017 – 3:00 PM**

**Florence Douglas Senior Center
333 Amador St., 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.

Note: This meeting follows Area Plan Public Hearing which starts at 1:30 PM.

AGENDA

Carolyn Wrage, Board Chair and

Steven Rozensky, Advisory Council Chair, Presiding

3:00 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 April 18, 2017 meeting.
2. Review / Amend / Approve Minutes of March 21, 2017 Board Meeting (copy attached).
3. Review / Amend / Approve Minutes of April 6, 2017 Advisory Council Meeting (copy attached).

4. Finance/Treasurer's Report: Jacquelin Bell CFO, Marty Kuehneman, Treasurer
 - a. March 2017 Financial reports (copy attached). Recommended Action: to accept report.
 - b. Financial/Fiscal Notes (copy attached).
 - c. Any other items from Finance Committee.
5. Correspondence: Letter from the California Department of Aging, dated March 30, 2017, approval of the Area Plan on Aging for 2016-2020. (copy attached)
6. Advisory Council Report and Recommendations: The Advisory Council met on April 6, and voted to join the Board of Directors for the Area Plan Public Hearing and a special joint meeting on April 18 in Vallejo. The Council did not have any additional recommendations for the Board of Directors at this time.
7. Board Committee and Workgroup reports
 - a. Executive Committee – Carolyn Wrage may report on any committee activity,
 - b. Membership Committee – Rev. Tony Ubalde may report on any Membership Committee activity.
 - c. Any other Committees may report at this time.
8. Advisory Council Committee reports
 - a. Program Monitoring Committee – Teri Ruggiero may report on any committee activity. The next meeting of the Program Monitoring Committee will be on May 1, when the service provider reports for the third quarter will be reviewed.
 - b. Any other Committees may report at this time.
9. Executive Director Leanne Martinsen will present a report on recent AAoA Activity.
10. Planner Vincent Valenzuela will provide an update on Planner's activities, including the Request for Proposals (RFP) that is underway.

Old Business:

1. Information/Action Item: Board may provide an update on the social event that is planned for the late afternoon of June 15 at La Strada (restaurant located on highway 29 between American Canyon and the Napa Airport), with invitations to be extended to Board and Advisory Council members, AAoA staff and County Supervisors.
2. Information/Action Item: The ad hoc committee may report on plans for the Board retreat .to develop an overall vision and specific goals for the AAoA, date, time, and location, as well as general agenda/program for the day.

Tabled Business: None.

New Business:

1. Discussion Item: The Advisory Council and Board members will consider the input from the community at the Area Plan Public Hearing, and make recommendations for staff to include in the Area Plan Update for 2017.
2. Action Item: The Advisory Council may authorize the Chair to sign the Transmittal Letter for the 2017 Update to the Area Plan on Aging 2016-2020.
3. Action Item: The Board may authorize the Chair to sign the Transmittal Letter for the 2017 Update to the Area Plan on Aging 2016-2020.
4. Action Item: The Board may direct the Executive Director to have staff proceed with the submission of the 2017 Update to the Area Plan on Aging 2016-2020 to the California Department of Aging.
5. Action Item: Resolution authorizing that Leanne Martinsen, the Executive Director of the Agency, be authorized and directed to execute and sign, Contract AP-1718-28 and all amendments with the California Department of Aging (CDA) for fiscal year 2016-2017. (Copies of this contract have been sent to Board Members via e-mail.)
6. Action Item: The Board may act to authorize the AAoA to pursue funding for a project that would provide innovative caregiver support in Solano County. Kristin Einberger has submitted a letter of interest to the Arthur N. Rupe Foundation. If invited to submit a full proposal, the AAoA could serve as the Fiscal Agent, and Terry Ann Steffen would provide oversight through the Family Caregiver Support Program. (A synopsis of the proposed "Caregiver Revitalization" is attached.)
7. Discussion/Action Item: Discussion of workload for Fiscal staff, and consider options for additional support.

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 May 4, 2017, at 1:00 pm at the Napa Senior Center, 1500 Jefferson St., Napa.

The next Board of Directors meeting will be on May 16, 2017 at 2:30 pm at the CSOA conference room, 650 Imperial Way, Napa.