



**ADVISORY COUNCIL August 1, 2013, 1:00 PM**

(Note: committees may meet prior to the start of the regular meeting.)

**Recreation Center, 2185 Elliot Drive, American Canyon, CA**  
**(On the corner, North of the Senior Center)**

*The Area Agency on Aging Serving Napa and Solano does not discriminate against persons with disabilities and meetings of the Advisory Council 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 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**

1:00 pm I. Call to order

- A. Pledge of Allegiance
- B. Introduction of Guests

1:05 pm II. CONSENT AGENDA

*All matters listed hereunder constitute a Consent Agenda, are considered to be routine by the Advisory Council and will be acted upon by a single roll call vote of the Advisory Council. There will be no separate discussion of these items unless a member of the Council so requests, in which event the matter shall be removed from the Consent Agenda and considered as a separate item.*

- A. Amendment/Approval of August 1, 2013 Agenda
- B. Amendment/Approval of June 6, 2013 Minutes (copy attached)

1:10 pm. III. Community Input I -- Public comment and open forum, Council members input – Outreach and Advocacy Reports. *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. The Council will hear public comments for up to ten (10) 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 Council and may be referred to staff. Time limits and subject matter guidelines are to ensure that the Advisory Council may complete its agenda in a timely manner.*

1:20 pm. IV. Presentation: Lauren Rolfe – California Senior Legislature Assemblymember will lead a discussion on current legislation related to senior issues and establishing Legislative Priorities for the AAoA Advisory Council. (Copies of CSL & C4A Legislative reports, as well as proposed legislative principles are enclosed).

1:50 pm. V. Correspondence: none

1:55 pm. VI. AAoA Board Liaison Report – (Copies of May 21 and June 11, 2013 Board Meeting Minutes attached).

2:00 pm. VII. AAoA Executive Director & Staff Report

- A. Leanne Martinsen will report on current issues and status of AAoA, as well as updates from Sacramento. Note: Provider Service Delivery Report for 4<sup>th</sup> Quarter and end of year will not be complete for August 1 meeting, but will be presented at September meeting.
- B. Harriett Dietz, Planner, will provide an update on general planning activities, as well as the development of local procurement guidelines and the Request for Proposals (RFP) to provide out of home respite for family caregivers in the Vallejo area.
- C. Anne Payne, Direct Services Supervisor will provide an update on Information & Assistance and related service delivery in Napa and Solano Counties.

2:15 pm VIII. Action Items:

- A. Vote to adopt Principles in developing Legislative Priorities, and inform the Board of Directors.
- B. Recommend to Board of Directors release of RFP to provide out of home respite for family caregivers in the Vallejo area.
- C. Proposed guidelines for procurements under \$100K. Discussion and recommendations to Board of Directors for future policy development. Staff will provide draft of proposed guidelines for discussion.
- D. Organizational Assessment. Discussion regarding the potential benefits of conducting a comprehensive assessment of the AAoA, and options for implementing. Note that if the Board of Directors were to recommend engaging a consultant to conduct such a project, the AAoA would be obligated to obtain price or rate quotations from a number of qualified sources to select the source with which to contract. An example of a consultant's proposal, provided by Sharon Monck is attached for discussion purposes.
- E. The Council may make other recommendations to the Board of Directors

2:30 pm IX. Committee Reports: Any Standing or Ad hoc Committees that wish to report out may do so: (Information Items)

- A. Legislative Committee CSL Report – Dr. Richard Lundin/Lauren Rolfe will report on legislative issues.
- B. Advocacy Committee – Suzanne Blakeley will report on issues for consideration (articles on homelessness and food stamps attached).
- C. Membership Committee – Lois Harper may report on membership recruitment efforts and also recommend applicant Mary C. Spry-Danner for membership.

- 2:45 pm. X. Information Items – Council Members may review material for consideration for future meeting action items.
- 2:50 pm XI. Communication with AAA Board: The Advisory Council Chair or designee will present information from the Council at the next AAA Board meeting on August 20 in Vallejo. Council membership may advise the Chair on issues and concerns to include in the report.
- 2:55 pm XII. Community Input II -- Public comment and open forum continued and Parking Lot items – Unfinished business, at this time any agenda items that have been tabled at previous meetings can be resolved as time allows, or proposed for future meeting agendas.
- 3:00 p.m. XIII. Adjournment

**CONCERNED SENIORS ARE INVITED TO ATTEND AND PARTICIPATE IN THIS MEETING**

***Date of next Board of Directors Meeting: August 20, 2013***  
at Florence Douglas Senior Center in Vallejo.

***Date of next Advisory Council Meeting: Thursday September 5, 2013***  
at the Suisun City Senior Center.