



**ADVISORY COUNCIL January 2, 2014, 1:00 PM**

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

**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 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 January 2, 2014 Agenda
- B. Amendment/Approval of November 7, 2013 Minutes (copy attached)

1:10 pm. III. Community Input I -- Public comment and open forum. *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 from guests 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.*

1:15 pm. IV. Correspondence: None

1:15 pm. V. Committee Reports: Any Standing or Ad hoc Committees that wish to report out may do so: (Information Items)

- A. Bylaws Committee – Constance Boulware will report on proposed updates to the Advisory Council Bylaws (copy enclosed).
- B. Legislative Committee CSL Report – Dr. Richard Lundin/Lauren Rolfe may report on legislative issues.
- C. Membership Committee – Lois Harper may report on membership recruitment. Applicants Barbara Butler and Carl Bunch have been invited to participate in this meeting (copies of application forms attached.)
- D. Nominating Committee – Lois Harper may present nomination(s) for members to serve as Advisory Council Chair for the remainder of the term. According to the bylaws, nominations and voting to fill vacancies may take place at the meeting after a vacancy becomes known, and the regular elections for all officers to fill the full two-year term will be scheduled for the May meeting.
- E. Advocacy Committee – Suzanne Blakeley may report on issues for consideration.
- F. Program Performance Monitoring Committee – Teri Ruggiero may report on committee activities. (Copies of recommended policies for RFP process attached.)

2:00 pm. VI. Presentation: Sara Pryor, Coordinator for the Prevention and Early Access for Seniors Program, will give a brief presentation about the program.

2:15 pm. VII. AAoA Board Liaison Report – (Copies of October 15 and November 19, 2013 Board Meeting Minutes attached).

2:20 pm. VIII. AAoA Executive Director & Staff Report

- A. Leanne Martinsen will report on current issues and status of AAoA activities, as well as updates from Sacramento.

2:30 pm IX. Action Items:

- A. The Council may formally notice proposed changes to the bylaws, and place on agenda for vote at the next regularly scheduled meeting.
- B. The Council may vote to select a member to fill the unexpired term for Chairperson (created by the resignation of Sharon Monck), or schedule the election for the next regularly scheduled meeting.
- C. The Council may vote to recommend Policy for RFP process to the Board of Directors (refer to committee report above).
- D. The Council may make other recommendations to the Board of Directors

2:40 pm. X. Information Items – Council Members may discuss any unfinished business, review material for consideration for future meeting action items and/or proposed for future meeting agendas.

2:45 pm XI. Communication with AAoA Board: The Advisory Council Chair or designee will present information from the Council at the next AAoA Board meeting on January 21 in Vallejo. Council membership may advise the Chair on issues and concerns to include in the report.

2:50 pm XII. Community Input II -- Public comment and open forum continued, Council members input and announcements – Outreach and Advocacy Reports

3:00 p.m. XIII. Adjournment

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

***Date of next Board of Directors Meeting: January 21, 2014  
at 400 Contra Costa Street, Vallejo.***

***Date of next Advisory Council Meeting: February 6, 2014  
at a location to be confirmed in Napa.***