



ADVISORY COUNCIL February 6, 2014, 1:00 PM

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

Napa Senior Center Annex
1500 Jefferson St., Napa

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 February 6, 2014 Agenda
- B. Amendment/Approval of January 2, 2014 Minutes (copy attached)

1:10 pm. III. Correspondence: None

1:15 pm. IV. 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.*

- 1:25 pm. V. Presentation: Alma Fuentes will give a brief presentation about the Senior Nutrition programs at Community Action Napa Valley.
- 1:40 pm. VI. AAoA Board Liaison Report – (Copies of December 17, 2013 Board Meeting Minutes attached).
- 1:45 pm. VII. 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 may report on legislative issues.
 - B. Membership Committee – Lois Harper may report on membership recruitment. Applicant Carl Bunch participated in the January Meeting and is eligible for membership
 - C. Advocacy Committee – Suzanne Blakeley may report on issues for consideration.
 - D. Program Performance Monitoring Committee – Teri Ruggiero may report on committee activities. Service Delivery Report for July-December 2013 enclosed.

2:15 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 vote to accept the membership application of Carl Bunch, to serve a three year term to expire on February 6, 2017.
- B. The Council may vote to extend the membership of Suzanne Blakeley, to serve a three year term to expire on February 3, 2017.
- C. The Council may vote to accept the proposed changes to the bylaws as follows:
Note: these were presented at the January 2 meeting and notice was mailed to all members on January 3, 2014.

Existing (9/1/2011)	Proposed (1/2/2014)
3.1.2 To advise and make recommendations to the Board of Directors through an appointed liaison.	3.1.2 To advise and make recommendations to the Board of Directors through the Chair of the Advisory Council or their appointed alternate. Members are encouraged to attend monthly Board of Directors Meetings.
5.2 Persons desiring to serve on the Council shall submit a completed application which will be screened by the membership committee and voted upon by the Council. Membership requires a	5.2 Persons desiring to serve on the Council must attend one meeting to express their interest and experience before submitting a completed application which will be screened by the membership

majority vote of a quorum of the Council.	committee. The application should be submitted to the Council for review and voted upon by the Council at the next Council meeting. Membership requires a majority vote of a quorum of the Council.
5.7 Minority senior populations shall be represented as close as possible in proportion to their number in PSA 28.	5.7 A diverse senior population shall be represented as close as possible in proportion to their number in PSA 28.
5.9 At least one (1) Council member shall represent the Nutrition Committee in his/her county	5.9 This subsection is deleted, changing the numbering of subsequent item.
5.10 Members must live or work within PSA 28.	5.9 (re-numbered) Members must live or work within PSA 28.
6.6 Any member of the Council who has been absent from two (2) consecutive meetings without being excused shall be contacted by the Membership Chairperson.	6.6 Any member of the Council who has been absent from four (4) consecutive meetings without being excused shall be contacted by the Membership Chairperson. The membership Chairperson will send a letter of notification of the member's status. Absences and excused absences will be noted in the minutes.
6.7 Any member of the Council who has been absent from one-half (1/2) of the scheduled meetings in one fiscal year shall be considered to have resigned and shall be so notified by the Chairperson of the Council.	6.7 Any member of the Council who has been absent four (4) consecutive scheduled meetings in one fiscal year without notification shall be considered to have resigned and shall be so notified by the Chairperson of the Council.
8.1.1 Chairperson: The Chairperson shall be a current member of the Council. Duties: to preside at all Council meetings; represent the Council at functions of a ceremonial nature; recommend members to all committees (except the nominating committee); recommend a Parliamentarian; serve as an ex-officio member of all committees (except nominating); perform other tasks as authorized by the Council; attend Triple A Council of California (TACC) meetings and recommend an alternate for those meetings.	8.1.1 Chairperson: The Chairperson shall be a current member of the Council. It is recommended that the chairmanship alternate between Napa and Solano county members. Duties: to preside at all Council meetings; represent the Council at functions of a ceremonial nature; recommend members to all committees (except the nominating committee); recommend a Parliamentarian; serve as an ex-officio member of all committees (except nominating); perform other tasks as authorized by the Council; attend Triple A Council of California (TACC) meetings and recommend an alternate for those meetings.

<p>8.1.3 Secretary: The Secretary shall be a current member of the Council.</p> <p>Duties: to make sure accurate records of the Council are kept and shall sign off on minutes of the Council meetings as prepared by Agency staff.</p>	<p>8.1.3 Secretary: The Secretary shall be a current member of the Council.</p> <p>Duties: 1) to make sure accurate records of the Council are kept and shall sign off on minutes of the Council meetings as prepared by Agency staff.</p> <p>2) to perform the duties and exercise the power of the Vice-Chairperson during the absence of the Vice-Chairperson)</p>
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- D. The Council may vote to change the date of the March meeting to allow more participation in the C4A Capitol Day in Sacramento on March 6 (Flyer attached)
- E. 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 February 18 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: February 18, 2014
at 400 Contra Costa Street, Vallejo.***

***Date of next Advisory Council Meeting: March 6 or ?, 2014
at 400 Contra Costa Street, Vallejo.***