



**ADVISORY COUNCIL, April 5, 2012, 1:00 PM**  
**Napa Senior Activity Center, 1500 Jefferson St., Annex – Large Room**

**Minutes**

- I. The meeting was called to order at 1:00 pm by Sharon Monck, with the pledge of Allegiance.
  - A. Members Present: Sharon Monck, Suzanne Blakeley, Constance Boulware, Georgia Craddock, Nieves Fernandez, Lois Harper, Betty Rhodes, Teri Ruggiero, Richard Sager, Heather Stanton, Rosemarie Wilson, Anita Ziebe.
  - B. Staff Present: Leanne Martinsen – AAA Executive Director, Harriett Dietz -- Planner, Dan Hernandez -- MIS Coordinator, Terry Ann Steffen -- Family Caregiver Support Coordinator.
  - C. Members Absent/Excused: Richard Lundin, Christina Baird, Rodrigo Galindo, Betty Holland, Lauren Rolfe, Steven Rosensky, Elsie Tate, Juliana Williams, Rosemarie Wilson, Nancy Yingst.
  - D. Introduction of Guests: Tom McNicholas, Board Member, David Stewart.
- II. Consent Agenda
  - A. **Motion by Heather Stanton, seconded by Suzanne Blakeley to approve the agenda of the April 5, 2012 meeting, as presented, motion carried.**
  - B. **Motion by Betty Rhodes, seconded by Suzanne Blakeley to approve the minutes of the March 1, 2012 meeting, as presented, motion carried, with Heather Stanton abstaining.**
- III. Community Input – Teri Ruggiero reported that the Solano County IHSS Public Authority Spring Conference would be on April 17 in Fairfield. She distributed copies of the Public Authority Newsletter, which contained the invitation for the event as well as information about the Public Authority website, and how to subscribe to the webpage for news and training. Su Blakeley reported that she had spoken with the Masons and Eastern Star groups, and provided them with copies of the AAoA Senior Resource Guide. She also reported that she was an author, and showed her book that had recently been published. Rick Sager reported that the Napa Library was having a presentation on Meditation & Health on June 12. Rose Marie Wilson reported concerns from participants at the American Canyon congregate meal site regarding the nutritional content of meals, and Leanne Martinsen indicated that she would follow up with the provider. Lois Harper announced that there would be an Alzheimer's conference on May 16 in Foster City, registration is \$35.00. Nieves Fernandez reported that she had participated in the Caregiver appreciation event last month and announced the Healthier Living (CDSMP) series that will be offered at the

Vallejo Adult School starting this month. An announcement was made that Polypharmacy training that was being offered on April 19 in Fairfield, sponsored by Prevention & Early Access, the Solano Co. PEI Program for older adults.

- IV. Correspondence: Leanne Martinsen reported that there was no correspondence to report.
- IV. AAoA Board Liaison Report – Tom McNicholas reported that the Board of Directors had received the report of the independent auditors for fiscal year 2010-11, and they were pleased that it was a good report, no concerns, and administrative costs only 8-9%. Betty Rhodes indicated that she wanted to help recruit additional members for the Board of Directors from Napa County, and inquired whether future Board meetings would be held in Napa. Leanne Martinsen replied that the June meeting with the Advisory Council was scheduled to be held at the Napa Senior Center, and that the Board had not set locations for meetings in the next fiscal year yet.
- VI. Committee Reports:
  - A. Legislative Committee CSL Report – Richard Lundin and Lauren Rolfe were not present, but the CSL Quarterly report was distributed, and also the C4A Legislative Summary.
  - B. Lois Harper reported that the committee presents the following nominations for election of officers: Chairperson – Sharon Monck and Vice Chairperson – Richard Lundin. The committee requests that any member willing to serve as Secretary should contact her. Constance Boulware volunteered to stand for the position of Secretary. Nominations may be accepted from the floor, and the election of officers will be held at the regular Advisory Council meeting on May 3 in Dixon.
  - C. Program Performance Monitoring Committee – Teri Ruggiero reported that the committee had not met, but would set a time to meet this month to review program performance reports and discuss issues with staff.
  - D. Suzanne Blakeley reported on the Health Insurance Counseling and Advocacy Program (HICAP) Coordinating Committee, information updates and issues discussed at the quarterly meeting in March. HICAP has volunteers that can help with Medicare and related issues, meeting with seniors at several locations in Napa and Solano County, by appointment.
  - E. Sharon Monck stated that at the last meeting of the Triple-A Council of California (TACC), she had presented the Solano Fall Prevention Partnership information and video. Articles on the Adult Day Health Care (ADHC) / Community Based Adult Services (CBAS) transition were also distributed.
- VII. AAoA Executive Director & Staff Report
  - A. Leanne Martinsen reported on AAoA status. She indicated that we have not yet received the planning estimate for the fiscal year that begins in July 2012, but we have held a public hearing on the Area Plan and several community forums during March. The revised corrective action plan is being prepared for the California Department of Aging site visit from June 2010. The updated Napa Senior Resource Guide has been translated into Spanish and has been sent to the printer. She also reported that she had participated in Brown Act Training

with Solano County, and had implemented some changes to the meeting agenda to improve compliance with the act.

- B. Anne Payne, Direct Services Supervisor was not present, as she was participating in a meeting with the Alzheimer's Association.
- C. Terry Ann Steffen, Family Caregiver Support Program Coordinator, distributed a summary of FCSP activity ending March 2012, and discussed the progress and plans for the remainder of this fiscal year. She also distributed a packet of information about the Caregiver Education & Support Group, Grandparents Raising Grandchildren/RAPP Support Group, Community Action Partnership of Solano County, Solano Voluntary Organizations Active in Disaster, and Healthier Living (CDSMP) classes.
- D. Dan Hernandez, MIS Coordinator, distributed an update that covered information on provider performance reports, the progress on the SAMS 3.0 software upgrade, and Program monitoring visits. He indicated that the 3<sup>rd</sup> quarter provider reports were being received, and that this information will be incorporated into the Provider summary report will be available after the middle of April, and distributed before the May Advisory Council meeting. There was discussion about the Napa Volunteer Center programs, and several members indicated their interest in participating in the site visit this month. Teri Ruggiero will contact Dan to schedule a meeting of the program performance monitoring committee to discuss concerns and make recommendations about corrective actions.
- E. Harriett Dietz, Planner Harriett Dietz, Planner, discussed the Area Plan issues and strategies that have been updated with information received at the public hearing and community forums, and received additional input from Advisory Council members. Betty Rhodes suggested that there should be a local Napa phone number for Information and Assistance and also the Caregiver Permit Application. Heather Stanton questioned listing the co-located staff as a satellite site. Lois Harper suggested including advocacy for Senior Courts. Rick Sager suggested adding the libraries as resources. The new plan is being developed according to guidance issued by the California Department of Aging to assess the major needs and priorities for seniors in Napa and Solano Counties and a set of related goals and objectives to be implemented over the next four years. The plan will be presented for approval at the April meeting of the Board of Directors, to be submitted to CDA by May 1.

VIII. Action Items:

- A. **Motion by Heather Stanton, seconded by Richard Sager to authorize the Advisory Council Chair to sign the Area Plan Transmittal Letter, and recommend approval to the Board of Directors, with the caveat that the Council is concerned about the Agency having limited resources to carry out the numerous strategies/objectives, motion carried.** .

IX. Information Items

- A. The Planning Estimate for Fiscal Year 2012-13 has not been released by the California Department of Aging.

- X. Communication with AAoA Board: Both Sharon Monck will represent the Advisory Council at the April 17 Board of Directors Meeting at Florence Douglas Senior Center in Vallejo. The Board of Director meetings are open to the public, and Council members are encouraged to attend.
- XI. Parking Lot items were not addressed due to lack of time.
- XII. Announcements
  - A. The next **Advisory Council Meeting** is scheduled on Thursday May 3 at 1:00 pm at the Dixon Senior Center. The space will be available at 12:30, and committees are encouraged to meet prior to the regular meeting.
  - B. The Schedule of Events included in the meeting packet lists numerous meetings and events of interest to seniors, and members are encouraged to participate as their schedule allows.
  - C. Leanne Martinsen reviewed the materials that were available for distribution, including the CSL Quarterly report, an editorial printed in the Napa Valley Register (3/30) advocating that our elected officials and those running for office should be talking about issues related to the cost of health care in our aging nation, and articles on Adult Day Health Care from the California Health Report (3/27), and California Healthline (4/3).
- XIII. The meeting was adjourned at 3:20 PM.