



ADVISORY COUNCIL, May 3, 2012, 1:00 PM
Dixon Senior/Multi-Use Center, 201 S. Fifth Street, Dixon, CA, 95620

Minutes

- I. The meeting was called to order at 1:10 pm by Sharon Monck, with the pledge of Allegiance.
 - A. Members Present: Sharon Monck, Richard Lundin, Constance Boulware, Nieves Fernandez, Betty Holland, Lauren Rolfe, Steven Rosensky, Teri Ruggiero, Richard Sager, Rosemarie Wilson,
 - B. Staff Present: Leanne Martinsen – AAA Executive Director, Anne Payne – Direct Services Supervisor, Dan Hernandez -- MIS Coordinator.
 - C. Members Absent/Excused: Christina Baird, Suzanne Blakeley, Georgia Craddock, Rodrigo Galindo, Lois Harper, Betty Rhodes, Heather Stanton, Elsie Tate, Juliana Williams, Rosemarie Wilson, Nancy Yingst, Anita Ziebe.
 - D. Introduction of Guests: Stephen Murphy, Board Member.
- II. Consent Agenda
 - A. **Motion by Betty Holland, seconded by Steven Rosensky to approve the agenda of the May 3, 2012 meeting, as presented, motion carried.**
 - B. **Motion by Teri Ruggiero, seconded by Richard Sager to approve the minutes of the April 5, 2012 meeting, as presented, motion carried, with Lauren Rolfe abstaining.**
- III. Community Input –Lauren Rolfe reported that she had made a presentation on fall prevention at the IHSS conference on April 17. Teri Ruggiero reported that of the 38 evaluations from that conference, 10 of the IHSS caregivers expressed an interest in a caregiver support group. Lauren reported that she had made a presentation on the California Senior Legislature for the Senior Advocacy Committee that meets at the Fairfield Senior Center. Richard Sager indicated that the Library will be having a booth at the Napa Chef's market during July, and he will be collecting information about senior resources for distribution. Steven Rosensky indicated that he had represented the Red Cross at the Chef's Market in the past. Constance Boulware reported that she is working with HICAP representative Naoma Riddle on a presentation scheduled for a September 9 event in Rio Vista. Teri Ruggiero offered that she would post events on the IHSS training website. She also mentioned that in recognition of May being Older Americans month, the Solano County Supervisors and many city councils are issuing proclamations. Nieves Fernandez reported that she had participated in the monitoring of the STARS respite program and is participating in the Healthier Living (CDSMP) series at the Vallejo Adult School.

- IV. Correspondence: Sharon Monck reported that, on behalf of the membership committee, she had sent letters to three members that had not attended meetings recently, to remind them of the attendance requirements stated in the bylaws. Juliana Williams responded that she was resigning, as she was unable to attend meetings.
- V. AAoA Board Liaison Report – Steven Murphy, Board member stated that he was very grateful to be able to attend the meeting and learn more about the work of the Advisory Council.
- VI. AAoA Executive Director & Staff Report
- A. Leanne Martinsen reported on AAoA status, including.
- Working on getting a speaker to present Little Hoover Commission Report (Long Term Strategy for Long Term Care), for joint meeting with Board of Directors this June with agenda built to include discussion of report recommendations and local implications.
 - The Area Plan was submitted to CDA on May 1. Harriett is attending a conference today, and has provided copies of this “final draft” for you. The Council commended staff for the work that went into the planning process, and for getting the plan completed on time this year. After CDA reviews and approves, we will make copies available for the community.
 - The Planning Estimate for next fiscal year was received from CDA on April 25, and will be reviewed under information items. The Area Plan Budget, based on this planning estimate is due to CDA within 30 days.
 - Response to Corrective Action Plan for report of on-site program monitoring visit June 14-17 2010, was submitted in April, awaiting response from CDA.
 - Planning a computer network upgrade, to expand capacity of server and appropriate back-up.
 - We have acquired new accounting software.
 - Napa Caregiver Permit Applications are being processed, but fewer than anticipated. We are working with the Napa Commission on Aging to increase community outreach, and gearing up for individual permit renewals. Steven Rozensky suggested that we coordinate with the Red Cross, as they operate the CNA training program in Napa County.
 - The Senior Resource Guides have been well received. The supply of Napa Co. guides that were printed in September has been nearly exhausted. The Solano Guides were updated and printed recently, and are being distributed widely. The Napa Guide has been translated into Spanish and is being printed now.
 - Stop Falls Napa Valley (SFNV) Fall Prevention Program, Napa Co. MSA funding has been declined, TCWF pending, ANV LOI submitted 4/16.
 - Mental Health Services Act Prevention & Early Intervention (MHSA PEI) both counties, final year of initial grant. Solano will extend, and RFP next year. Napa will fund another year at same level.
 - Kaiser grant for Latino Outreach submitted 1/20, notified recommended funding for \$20,000.
 - Intend to continue Chronic Disease Self Management (CDSMP) with IIID funds through June & next year. Solano Co. Community Transformation Grant to include CDSMP.

- Older Americans Month Proclamations with both County Boards of Supervisors as well as some cities.
 - Presentation to Napa MHSA Stakeholder Advisory Committee on Healthy Minds-Healthy Aging Program (Napa Co. MHSA-PEI) with Liliya Peterson, Coordinator.
 - Participating on Senior Coalition of Solano County – State of Seniors Report/Event planning
- B. Anne Payne, Direct Services Supervisor reported that the department had completed a monitoring visit this month. Mary Vineyard, Outreach Coordinator is revising her schedule to be in each community in Napa County at least once a month. Teri Ruggiero reported that she had been reviewing the provider performance reports, and was concerned that the service unit goals for the caregiver referral registry had been set too high for the staffing level. There was discussion about the importance of outreach, and Anne stated that it was our goal to have information available so that folks knew about our programs before they were in a crisis and needed services.
- C. Dan Hernandez, MIS Coordinator, distributed an update that covered information on the 3rd quarter provider performance reports, which were distributed prior to the meeting, the progress on the SAMS 3.0 software upgrade, and Program monitoring visits. He discussed his findings and reported on his work with the providers to improve performance and reporting. Teri Ruggiero indicated that she had met with Dan to review the 3rd quarter reports, and discussed some issues and recommendations. She stated that some items were resolved, but there were still concerns about nutrition education and whether outreach was adequate. She also indicated that a letter has been sent to CANV/Volunteer Center, requesting a corrective action plan to address plans to improve performance and bring in line with the contract goals. Dan Hernandez reported that the providers have transitioned to the new SAMS program.

VII. Committee Reports:

- A. Legislative Committee CSL Report –Lauren Rolfe reported that she had gone to Sacramento this week to testify on SB 345, Senator Wolk’s bill that will strengthen the State Long Term Care Ombudsman program, and also on Betsy Butler’s elder abuse bill that would prohibit gag clauses in civil settlements. Richard Lundin reported that the Welcome Home Korea was a joint resolution. He also reported that additional counties, Napa and Santa Clara were interested in establishing senior courts. He also reported that he had been to the TACC meeting in Sacramento. He reported that the Veterans Home in Yountville program that serves veterans with TBI was referred to the SCAN foundation, for potential grant funding. Leanne Martinsen and Lauren Rolfe attended the C4A legislative day in Sacramento in April, where they received information from a number of high level staffers about the proposed state budget and impact on long term services and supports.
- B. Lois Harper was not present, but reported that the committee nominated the following members for election of officers: Chairperson – Sharon Monck, Vice Chairperson – Richard Lundin and Secretary – Constance Boulware.

- C. Program Performance Monitoring Committee – Teri Ruggiero reported earlier in the meeting that she had met with Dan this month to review/evaluate the 3rd quarter performance reports and discuss recommendations for follow-up with the contracted providers.
- D. Membership Committee – Sharon Monck reported during the correspondence agenda item that members had been notified about compliance with meeting attendance requirements

VIII. Action Items:

- A. Election of officers. The Nominating committee has presented the following slate: Chair – Sharon Monck
Vice-Chair – Richard Lundin
Secretary – Constance Boulware
There were no additional nominations offered from the floor.
Motion by Betty Holland, seconded by Nieves Fernandez to elect the nominated slate of officers to serve a 2-year term, Motion carried.
- B. Recommendations to the Board of Directors. Teri Ruggiero suggested that there be consideration of more scrutiny and standards in the RFP process. In response to a question, Leanne Martinsen indicated that there are federal and state regulations regarding procurement, and that she would welcome the participation of Advisory Council members as we are in the process of developing Agency Policies and procedures for developing the Request for Proposal, and this needs to be done in the next few months in preparation for the full RFP, which is scheduled for next spring. This would be an appropriate role for the Area Plan and Grants Review committee. Richard Sager and Elsie Tate are on this committee. Lauren Rolfe and Steven Rozensky volunteered to join this committee. Steven Rozensky and Constance Boulware also volunteered to serve on the Legislative Committee, and Constance also volunteered to serve on the Advocacy committee.

IX. Information Items

- A. The Planning Estimate for fiscal year 2012-13 from the California Department of Aging was received on April 25. Leanne Martinsen distributed copies and reviewed the available program funding, and a spreadsheet that illustrated the projected provider contracts.
 - B. A number of informational documents related to the State budget and proposed changes to Long Term Services and Supports were available for distribution, and members were encouraged to review the information. Sharon Monck reported that the California Commission on Aging had received presentations on these topics. This is anticipated to be the topic for discussion at the Joint meeting with the Board of Directors next month.
- X. Communication with AAoA Board: Both Sharon Monck will represent the Advisory Council at the May 15 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 June 7 at 1:00 pm at the Napa Senior Center. This is a joint meeting with the Board of Directors. 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. Steven Rozensky expressed concern about door-to-door solicitors and the potential for fraud against seniors. Rosemarie Wilson related information about charges that were added to her phone bill. It was recommended that they might want to bring these concerns to the Napa Alliance on Aging, and also Vacaville Commission on Aging member, Maria Kennedy, who works for the State Contractor's Licensing Board, and has organized numerous "Scam Stoppers" workshops.
- D. There was discussion about Legislative Priorities. The Council has adopted some general priorities, and we will review these at the next meeting, as well as specific bills that we may choose to take a position to support, watch or oppose.
- E. Disability Capitol Action Day in Sacramento will be on May 30.
- F. Leanne Martinsen reminded members to check the table for handouts, including the Area Plan and Spring Newsletter.

XIII. The meeting was adjourned at 3:10 PM.