



ADVISORY COUNCIL, March 7, 2013, 1:00 PM
Lake Berryessa Senior Center, 4380 Spanish Flat Loop Rd., Lake Berryessa, CA 94558

Minutes

- I. The meeting was called to order at 1:45 pm by Secretary Constance Boulware, with the pledge of Allegiance. The Chair and Vice Chair were both unavailable for this meeting.
 - A. Members Present: Constance Boulware, Georgia Craddock, Lauren Rolfe, Suzanne Blakeley, Heather Stanton, Rosemarie Wilson.
 - B. Staff Present: Leanne Martinsen – AAA Executive Director, Harriett Dietz -- Planner, Dan Hernandez -- MIS Contracts Coordinator, Anne Payne –Direct Services Supervisor.
 - C. Members Absent/Excused: Sharon Monck, Betty Holland, Rodrigo Galindo, Lois Harper, Richard Sager, Nieves Fernandez, Richard Lundin, Teri Ruggiero, Steven Rosensky, Anita Ziebe.
 - D. Introduction of Guests: Betty Pedersen, Robert C. Lee, Carolyn Nelson.
- II. Consent Agenda
 - A. **Motion by Heather Stanton, seconded by Lauren Rolfe, to approve the agenda for the March 7, 2013 meeting, as presented, motion carried.**
 - B. **Motion by Heather Stanton, seconded by Lauren Rolfe to approve the minutes of the February 7, 2013 meeting, with a correction to include Heather Stanton’s motion to move up the scheduled date of site monitoring for Community Action of Napa Valley’s (CANV) senior service programs, motion carried.**
- III. Community Input – Public Comment: Su Blakely shared information from the Fundraising committee meeting on February 27. Harriett Dietz recognized Pastor Lee for his participation in the upper valley planning meetings. Anne Payne reported that in her role as a member of the policy committee for the Alzheimer’s Association she had the opportunity to participate at the legislative advocacy day in Sacramento on Wednesday. Two of the priorities were to maintain the state income tax check off for Alzheimer’s research, and to include Alzheimer’s and Dementia diagnosis in the state pilot projects that are implementing managed care.
- IV. Presentation: Prior to calling the meeting to order, Betty Pedersen, one of the Founders, had shared information about the history of the Lake Berryessa Senior Center, which was established 29 years ago, with the support of the Area Agency on Aging, and its first Director, Jack Cunningham.
- V. Correspondence: None.

VI. AAoA Board Liaison Report – None.

VII. AAoA Executive Director & Staff Report

A. Leanne Martinsen reported on AAoA status, including:

- The Fundraising Committee met on February 27, and focused on renewing the \$1.00/senior campaign in Solano County. Board Members have been asked to communicate with the Supervisors in each district.
- The April 4 Advisory Council meeting is scheduled for the Suisun City Senior Center, but since their building renovations are still underway, we may have to designate another location. Lauren Rolfe volunteered to check with the Senior Center manager.
- There is a staffing vacancy at Stop Falls Napa Valley, with the recent resignation of the clerical support person. The position will be posted, and while we are recruiting to fill it, a volunteer from the Vallejo office has accepted the temporary basis.
- Planning for the AAoA office addition/classroom is ongoing and we met with the architect last week. He indicated that the building permit would be obtained this week, and that we would proceed with the selection of a contractor. Building plans area available for review at the main office.
- We are still waiting for the California Department of Aging (CDA) to issue the planning estimate for fiscal year 2013-14, which we need to develop the Area Plan Update and Area Plan Budget, both due on May 1.
- We have continued to consult with CANV staff regarding the issues with underperforming programs. A letter was sent to CANV on February 12. The provider responded with an updated Corrective Action Plan on February 21. Leanne Martinsen followed up by phone and they subsequently submitted a revised Elder Abuse Reporting Protocol. A site visit has been scheduled for this month.
- The Solano Long-term Ombudsman program is going through some changes with the retirement of Solano Regional Ombudsman Laverne Appleby-Stewart in December, and the retirement of Program Manager for Ombudsman Services of Northern California Joan Parks in February. John Lord, a long-term volunteer Ombudsman in the Solano Co. program has been appointed to fill the regional position, and they still have a full complement of volunteers for Solano County, so the transition seems to be going smoothly.
- A quarterly provider meeting was held in February.
- StopFalls Napa Valley funding. An application for Napa County Master Settlement Agreement (MSA) funds was submitted in January.
- An application was submitted to Kaiser to continue support for the Latino Outreach program next year.
- Napa Co. contract amendment (\$1.00/senior) is on the Board of Supervisor's Agenda on March 12.
- The Agency has been invited by the Solano Community Foundation to apply for a mini-grant (\$10,000), and we will be proposing a veterans outreach project, which aligns with the SCF priority of linking veterans to services.
- Information was distributed regarding Sequestration, which will result in across the board funding reductions for Older Americans Act Programs in the current and future years. We have not received guidance from CDA yet, but are considering several potential strategies to deal with the loss of funding.

- B. Harriett Dietz, Planner discussed the documents that had been distributed with the meeting packet, and the preliminary staff recommendations regarding proposed changes in funding allocations. **Motion by Heather Stanton, seconded by Suzanne Blakeley not accepting the staff recommendation, motion carried.** In the discussion that followed, members stated concerns that the proposed reallocation of funds to transportation programs would eliminate funding for programs that provide home visits and telephone reassurance calls in Napa County in the next funding cycle, and wished to have more opportunity to understand the rationale and provide input. Heather Stanton stated that the Program Monitoring Committee have been concerned about these programs, and weren't prepared to see them eliminated. **Motion by Lauren Rolfe, seconded by Heather Stanton, that the reasons for not accepting the staff recommendations (which were that the Council did not have input into the decision, and did not have background on how the decision was made) be made clear to the Board of Directors, motion carried.** There was discussion regarding whether the Council would propose an alternate funding allocation, and that the members present felt that they did not have sufficient information about the decision. **Motion by Lauren Rolfe, seconded by Heather Stanton, that the Advisory Council authorize the monitoring committee, after considering information about these programs (available from staff), to develop a recommendation that the full Council would make to make to the Board of Directors, motion carried.** In the discussion that followed, there were questions of whether a special meeting of the Council would be called after the monitoring committee had met. **Motion by Heather Stanton, seconded by Lauren Rolfe, that the monitoring committee recommendations would be provided to the Executive committee, so that they could be forwarded to the Board of Directors.** The current time line indicates that the Board will be asked to approve the release of the RFP at their March 19 meeting, and Harriett Dietz will revisit this and propose a revised schedule, adjusted for time to provide time for this input and to complete the process in time to establish provider contracts to start on July 1, 2013. Harriet also distributed a questionnaire asking members to indicate whether they would prefer to receive their meeting packets via e mail or continue to receive via regular mail.
- C. Dan Hernandez, MIS Coordinator thanked the Advisory Council members who participated on the program monitoring site visits thus far. The visits to Meals on Wheels of Solano County were conducted in the past month, and the services provided have been good. This month visits to CANV for nutrition and senior services are scheduled. He distributed a sign-up sheet for members to indicate their interest.

VII. Committee Reports:

- A. Legislative Committee CSL Report – Information packets were distributed, and Lauren Rolfe reported that seven of the CSL proposals have been picked up by legislators. This included one that would extent the tax check off for CSL, and another that would include notary publics as mandated reporters. She also discussed her proposal, which is a resolution that would include fall prevention screening in both MediCare and MediCal annual visits (without charge).

- B. Program Performance Monitoring Committee – Teri Ruggiero was unable to attend this meeting.
 - C. The Membership Committee Constance Boulware reported that she had contacted both Fairfield and Vacaville city offices to assist in recruiting potential Advisory Council members from those communities.
 - D. HICAP Coordinating Committee– Suzanne Blakeley reported that she had participated in the HICAP Coordinating Committee meeting on January 18. She distributed copies of the current Medicare enrollment information for Napa and Solano Counties. She indicated that the HICAP reports for PSA 28 were on target for the 2nd quarter of the fiscal year. She also reported that the HICAP program is recruiting additional volunteers, and that HICAP staff is available to make presentations to community groups.
- IX. Action Items:
- A. Consideration of adding a special meeting was deferred until the April meeting.
 - B. Other recommendations to the Board of Directors, none at this time.
- X. Information Items – Lauren Rolfe suggested for discussion (at a future meeting) bills that have been authored that would require background checks and registration for caregiver registries.
- XI. Communication with AAA Board: Suzanne Blakeley volunteered to present information from the Council at the next AAA Board meeting on March 19, 2013 at the Florence Douglas Senior Center in Vallejo.
- XII. Parking lot items – none at this time. Anne Payne distributed a draft flyer for the Caregiver Referral Registry program and asked for feedback. Constance Boulware thanked Harriett Dietz for her presentation to the Rio Vista City Council, which was well received.
- XIII. The meeting was adjourned at 3:10 PM, with thanks to Betty and the others at the Lake Berryessa Senior Center for their hospitality.

**Area Agency on Aging Serving Napa and Solano
Advisory Council**

Standing Committees

1. Area/Strategic Plan and Grants Committee
Rick Sager – Chair
Constance Boulware
Steven Rozensky
Heather Stanton

2. Program Performance Monitoring Committee
Teri Ruggiero – Chair
Rudy Galindo
Lauren Rolfe
Rosemarie Wilson
Betty Holland
Heather Stanton

3. Advocacy Committee
Suzanne Blakeley – Chair
Nieves Fernandez
Sharon Monck
Teri Ruggiero
Anita Ziebe

4. Legislative Committee
Richard Lundin – Co-Chair
Lauren Rolfe – Co-Chair
Steven Rozensky

5. Nominating & Elections Committee (membership)
Lois Harper
Constance Boulware
Betty Holland

Ad Hoc Committees

1. Rules & Procedures
Sharon Monck
Constance Boulware

2. HICAP Coordinating Committee
Suzanne Blakeley

4. Fundraising/Variety Show planning (Board of Directors Committee)
Suzanne Blakeley
Teri Ruggiero
Lois Harper
Sharon Monck