



P.O. Box 3069, Vallejo, CA 94590

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**ADVISORY COUNCIL, August 1, 2013, 1:00 PM**

**Recreation Center, 2185 Elliot Drive, American Canyon, CA**

**Minutes**

- I. The meeting was called to order at 1:00 pm by Chair Sharon Monck, with the pledge of Allegiance.
  - A. Members Present: Sharon Monck, Suzanne Blakeley, Constance Boulware, Rodrigo Galindo, Lois Harper, Richard Lundin, Lauren Rolfe, Steven Rosensky, Heather Stanton.
  - B. Staff Present: Leanne Martinsen – AAoA Executive Director, Terry Ann Steffen, Family Caregiver Support Coordinator.
  - C. Members Absent/Excused: Betty Holland, Nieves Fernandez, Teri Ruggiero, Rosemarie Wilson.
  - D. Introduction of Guests: Edwin Warren (AAoA Board Member), Mary Danner (Advisory Council Applicant), Caroline Gaskins, Susan Okun, Joan Bennett, George Preczonka, Julianna Williams.
- II. Consent Agenda
  - A. **The Chair proposed a modification to the agenda to specify that Item III. “Community Input I” be reserved for the guests, and Item XII. “Community Input II” is the opportunity for Council members input. Motion by Lauren Rolfe, seconded by Richard Lundin, to approve the agenda for the August 1, 2013 meeting, with the addition of a discussion of bylaws under committee reports (item IX.D), motion carried.**
  - B. **Motion by Suzanne Blakeley, seconded by Constance Boulware to approve the minutes of the June 6, 2013 meeting, as presented motion carried, with Lauren Rolfe and Heather Stanton abstaining.**
- III. Community Input I – Public Comment: Richard Lundin reported that 400 Korean Veterans were honored in a ceremony at the VFW in Vallejo, and commented that he had authored a proposal to establish recognition of Korean Conflict veterans in the California Senior Legislature.
- IV. Presentation: Lauren Rolfe – California Senior Legislature Assembly member led a discussion on establishing Legislative Priorities for the AAoA Advisory Council. (Copies of CSL & C4A Legislative reports, as well as proposed legislative principles were distributed with the agenda packet). She indicated that the proposed Legislative Principles were developed a couple of years ago, after the Healthy Aging Population Initiative (HAPI) developed a Policy Platform. She explained that the Principles were

intentionally broad, and intended to serve as a guide in determining whether the Advisory Council should take a position to advocate for or oppose proposed legislation. There was a spirited discussion including issues related to “least restrictive environment” and the cost of providing care; specifically including veterans in elder friendly communities; access to resources, “money follows the person”, including housing with health and well-being, and transportation with access. There was a discussion regarding AB 1217, which would require certification of home care agencies and non-medical home care providers, which has been amended in response to concerns that it would increase the cost of home care to the point that it would be unaffordable. The consensus was that the priorities should be that older adults should have:

- Adequate economic stability to meet their needs and maintain housing, health and well-being
- The right to live in the least restrictive environment
- Protection of safety, quality of life and rights, and easy access to resources to meet needs and redress grievances
- Elder friendly communities, including senior veterans
- Access to health care and preventive services to maintain health and wellness

In response to a question, Leanne Martinsen indicated that the Board of Directors had accepted these principles in 2011, and as long as the Advisory Council agreed, the Council members could take a position on legislation that is consistent with these principles and advocate accordingly. As there was not sufficient time remaining to review the list of bills on the CSL and C4A, Lauren agreed to look for generic support letters, and identify which principle applies to each legislative bill. It was noted that some bills are more time sensitive as they have passed out of either the Assembly or Senate, and therefore close to a final vote, while others may be continued to the next legislative session..

V. Correspondence: None

VI. AAoA Board Liaison Report – Edwin Warren reported that the bylaws committee for the Board of Directors had met with Constance Boulware from the Advisory Council. The Board may be making some changes to their bylaws, and the Advisory Council may choose to update their bylaws, independent of the Board. The committee consensus was that there was not a good understanding of the connection between the two bodies, so additional clarification would be helpful. The discussion of this could continue under the bylaws committee report.

VII. AAoA Executive Director & Staff Report

A. Leanne Martinsen reported on AAoA status, including:

- Reductions in Administrative & Direct services to comply with sequestration cuts (Two part-time positions at the Drop-in Center have been eliminated, Mary Vineyard is at the I&A desk instead of doing outreach full-time in the info-van. Beverly McClure, is now part-time receptionist at the main office. The MIS position which has been reduced from full-time to part-time, is currently vacant and the duties being shared with Harriett Dietz and Terry Ann Steffen, while we recruit to fill the position.

- The Facebook page is live, and Harriett Dietz has been doing a great job of updating it with relevant content. Lauren Rolfe commented that she appreciated this as well as several recent items in the newspaper.
  - Planning for the AAoA office addition/classroom has been delayed, but we have a building contractor and hope start construction next week, and should be completed in four months or less.
  - The Area Plan Budgets (2013-14) have been approved by CDA, and the Fiscal Closeout (2012-13) was submitted on time (July 31).
  - We anticipate a CDA Site Monitor visit between November and next May, and the CDA fiscal audit has been scheduled for April 2014.
  - The updated Napa Guide is available now, and the Solano guide is at the printers. Both guides are also available in Spanish.
  - We are prepared to Issue a RFP for out of home respite (Family Caregiver Support Program Title III-E funding) in Vallejo.
  - Catholic Social Services has been issued a contract for telephone reassurance in Solano Co.
  - Faith in Action to retain the contract for home visits in Solano Co.
  - Molly's Angels new contract for volunteer transportation in Napa Co.
  - FY 2013-2014 Provider contracts issued for July-September (3 months) and October-June (9 months), to correspond to our CDA contract.
  - Kaiser Permanente recognized the AAoA with an award, 1<sup>st</sup> runner-up community service, at a ceremony in June. This is in recognition of the good work our Latino Outreach program has done to serve the community and reduce health disparities.
  - Dianna Gonzalez and Terry Ann Steffen have completed training at Stanford and are now Master Trainers for the Chronic Disease Self-Management Program.
  - The following informative documents were shared, and it was noted that they could all be accessed on-line, but if members were unable to do so, they could request copies for their use: Advocate's Guide to California's Coordinated Care Initiative, National Senior Citizen's Law Center, July 2013. The State of Aging and Health in America, National Center for Chronic Disease Prevention and Health Promotion, Centers for Disease Control and Prevention. Aging with Dignity: Advancing Choice and Independence through System Transformation, Annual Report 2012, the SCAN Foundation.
- B. Harriett Dietz, Planner, unable to attend the meeting. The draft RFP for Family Caregiver (out-of-home) Respite Services in Vallejo was distributed to the members. Leanne Martinsen explained that this was the only category from the general RFP, for which there was no responsive application received in May, and the Council had recommended that this be re-issued in an attempt to procure a contract to provide services that would benefit and be convenient for Vallejo-area family caregivers. A document providing an overview of the development of procurement procedures and policies was also distributed, with the staff recommendation that the Advisory Council's program performance monitoring committee provide input as these procedures are reviewed and updated.
- C. Anne Payne, Direct Services Supervisor, was unable to attend the meeting. At the next meeting, she will provide an update on Information and Assistance and related services in Napa and Solano Counties. There was discussion regarding the HAPI I&A stakeholder group which has been meeting to discuss program development in Napa County. Suzanne Blakeley told about an acquaintance who had a family

member recently diagnosed with early Alzheimer's, and was referred to the AAOA, and that they were well pleased with the assistance that was provided.

#### VIII. Action Items:

- A. Regarding the Legislative Priorities, the principles that had been adopted previously by the Board of Directors, had been affirmed and updated earlier in the meeting, but there was no need to vote at this time.
- B. **Motion by Heather Stanton, seconded by Suzanne Blakeley to recommend to the Board of Directors that staff proceed with the release of the RFP to provide Family Caregiver Support (Title III-E) (out-of-home) Respite Services in Vallejo, motion carried.**
- C. Regarding the procurement guidelines, policy and procedures, these will be referred to the program performance monitoring committee for review with staff and proposed revisions.
- D. Sharon Monck stated that she was concerned that sequestration of federal funds had taken so much of the funding from the Area Agency on Aging, other resources are limited, and the staff is taking on additional duties. This was her motivation for suggesting that consideration be given to possibly engaging a consultant to conduct a comprehensive assessment of the AAOA and develop recommendations for implementing system changes. An example of a consultant's proposal was included in the agenda packet as an illustration of what might be included in such an assessment. She asked the Council to consider the concept, and indicated that the Board might consider allocating a portion of the funds that were raised by the variety shows in previous years to cover the cost of such an evaluation. Leanne Martinsen stated that most of the grant funding that the AAOA receives for Older American's Act programs is designated to support specific programs, and administration of those programs. Also, any decision to proceed with an assessment of this type would be made by the Board of Directors, and that other resources / non-restricted funds would have to be allocated to cover the costs. Also, a contract of this size would require a procurement process, soliciting competitive bids or estimates. The consensus was that the Board Chair should present this as a generic concept to the Board of Directors at the next meeting.

#### IX. Committee Reports

- A. Legislative Committee CSL Report –Dr. Lundin reported that there are 84 CSL proposals submitted for consideration at the October 2014 session. He also discussed the shortfall, which may result in the CSL losing the state tax "line 402" donations support. Lauren Rolfe also suggested that Advisory Council members might consider purchasing an ad in the CSL program.
- B. Advocacy Committee – Suzanne Blakeley reviewed the articles on homelessness and food stamps that were included in the agenda packet. She indicated that aging ex-felons are unable to find employment and housing, and are increasingly homeless and seeking services. Low-income seniors can currently access food stamps (Cal Fresh in California), and this allows them to obtain food items, and reserve their own funds for other necessities. The House and Senate must develop compromise legislation to continue the program. These are both issues worthy of advocacy.

- C. Membership Committee – Motion by Lauren Rolfe, seconded by Lois Harper to accept the application of Mary Spry-Danner as an Advisory Council Member for a three year term expiring in August 2016. Sharon Monck noted that Mary’s birthday is August 2, and those present sang “Happy Birthday”. Lois Harper indicated that the committee had a report about recruitment that they will hold until the next meeting, due to the late hour and other business items remaining on the agenda.
- D. Suzanne Blakeley expressed concerns that the bylaws currently require attendance at half of the meetings each year, but when a member misses half of the meetings, this makes it difficult for them to participate in the work of the council. She recommended that the bylaws committee consider changing this minimum attendance requirement. Edwin Warren stated that the Board’s bylaws committee would like input from the Advisory Council about areas such as program monitoring and evaluation, how the Board and Advisory Council can be supportive. Heather Stanton questioned why the Advisory Council bylaws recommended representation based on relative population from Napa and Solano Counties, and Suzanne Blakeley noted that the bylaws also called for representation from each city. These are all topics for consideration by the Bylaws committee.
- X. Information Items – Heather Stanton requested a status report on the Information & Assistance program at the next meeting.
- XI. Communication with AAA Board: Sharon Monck indicated her intention to report on the actions of the Advisory Council at the meeting of the Board of Directors on August 20, and both Suzanne Blakeley and Constance Boulware also planned to attend.
- XII. Community Input II -- Parking lot items – Lauren Rolfe announced the Solano Fall Prevention event that is scheduled for September 18.. Rudy Galindo reported on the Vallejo CERT program. Suzanne Blakeley distributed information about the reauthorization of the Older Americans Act and some talking points. She encouraged members to contact their Senators and Congress members. Lauren Rolfe also reported that there was a CSL resolution calling for Congress to reauthorize the Act. It was also noted that Congress is on recess in August, and members are in their district, and generally more accessible, so it is a good time to advocate.
- XIII. The meeting was adjourned at 3:20 PM, with thanks to Sharon Monck for the refreshments.

