



P.O. Box 3069, Vallejo, CA 94590

707-644-6612

ADVISORY COUNCIL, April 3, 2014, 1:30 PM

Napa Senior Center Annex
1500 Jefferson St., Napa

Minutes

- I. Following the Area Plan Public Hearing, the meeting was called to order at 1:55 pm by Steven Rozensky, Chair, with the pledge of Allegiance.
 - A. Members Present:: Steven Rozensky, Richard Lundin, , Lois Harper, Teri Ruggiero, Heather Stanton, Suzanne Blakeley, Nieves Fernandez, Carl Bunch.
 - B. Staff Present: Leanne Martinsen – AAoA Executive Director, Harriett Dietz, Planner, Anne Payne, Direct Services Supervisor.
 - C. Members Absent/Excused: Constance Boulware, Betty Holland, Lauren Rolfe, Mary Spry-Danner.
 - D. Introduction of Guests: Carolyn Wrage:– Board Member, Robert Hertan, Cecilia Hertan, Jim Tomlinson, Donna DeWeerd, Susan Okum, Gene Armstead, Jenna Hawten-Colingerson, Meryll Gobler.
- II. Consent Agenda
 - A. **Motion by Richard Lundin, seconded by Suzanne Blakeley, to approve the agenda for the April 3, 2014 meeting, to accept the as presented, motion carried.**
 - B. **Motion by Nieves Fernandez, seconded by Richard Lundin, to approve the minutes of the March 13, 2014 meeting as presented, motion carried.**
- III. Action Items:
 - A. **Motion by Richard Lundin, seconded by Heather Stanton to accept the membership application of Betty Lou Mukerji, to serve a three year term to expire on April 3, 2017.**
 - B. **Motion by Suzanne Blakeley, seconded by Richard Lundin, to extend the membership of Nieves Fernandez, to serve a three year term to expire on April 7, 2017.**
 - C. Following a discussion regarding the Area Plan Public Hearing, which had over 30 participants, and the number of comments and recommendations that had been received, **Heather Stanton made a motion to hold a special Advisory Council meeting on April 10 (as previously proposed), to continue the discussion and**

consider the input to develop a recommendation to the Board of Directors, seconded by Carl Bunch, motion carried. It was requested that the public comments received today be added to the “Summary of AAoA Staff Recommendations in response to Advisory Council Recommendations for the FY 2014-2015 Area Plan Update” dated March 26, 2014, and that the updated document be made available to members of the Council and others, including those who participated in the Area Plan Public Hearing, in advance of the April 10 meeting. It was agreed that the document could be distributed electronically, as most of the participants have provided e-mail addresses. Leanne Martinsen indicated that the staff would work to prepare the document for distribution by Monday, April 7, if possible. It was also suggested that the April 10 meeting be held in Napa, rather than in Vallejo as originally planned, and Leanne Martinsen indicated that she would follow up to see if a suitable room could be reserved.

- IV. Community Input I – Public Comment, Susan Okum, a volunteer with Faith in Action inquired about the Public Hearing in Solano County. Staff responded that the hearing in Vallejo on Monday, March 31, was not as well attended, and there is always opportunity for public comment at Advisory Council meetings (which alternate between Napa and Solano County locations), and furthermore, the Area Plan can be updated at any time. Nieves Fernandez reported that she was participating in the Senior Center Without Walls, and recommended this program as a way for isolated seniors to be connected by telephone. Teri Ruggiero distributed flyers and announced that the Solano County IHSS Advisory Committee was presenting Spring into Wellness, a conference for caregivers in Fairfield on April 23 from 9:30 am to 3:30 pm. The topics that will be included are Caregiver 101, Promoting Positive Relationships between consumer and caregiver, and IHSS Basics and hot topics, including the impact of proposed changes regarding overtime pay for IHSS caregivers.
- V. Jim Tomlinson, Executive Director gave a brief overview of the Volunteer Center Napa Valley. He indicated that the Volunteer Center is supported by the Gasser Foundation and works closely with Molly’s Angels and Share the Care organizations that serve seniors in Napa County. They currently have over 1,100 volunteers that they provide to a variety of nonprofit agencies in the community and public offices such as the Napa Police Department. They don’t provide volunteers to individuals. They have an electronic system that allows individuals to register as volunteers, and agencies to register opportunities, and the computer matches them. They also are partnering with another organization to train volunteers at a higher level, such as Board members, and professional services for community organizations. They are currently providing staff training to V.O.I.C.E.S., Napa Emergency Women’s Services (NEWS), and Hospice and Adult Day Services in Napa. He indicated that they have a contract with the County Office of Emergency Services to provide services at three locations in Napa, St. Helena and American Canyon. He answered questions from Advisory Council members, and announced that the Share the Care program has been recruiting volunteers and would be conducting an initial training on Monday, April 7 at the Gasser Foundation building.
- VI. Dr. Richard Lundin Introduced Robert Hertan, candidate for Senior Senator, California Senior Legislature. Lauren Rolfe has applied for the Senior Assembly member position. The election will be held at the Advisory Council meeting on May 1, 2014. The CSL

Rules and Procedures state that “If there is only one candidate for a seat, that person will be declared elected by the AAA Advisory Council”, so that will be an action item on the agenda for the May meeting. Copies of the biographical statements provided by both applicants were distributed to the members, and Mr. Hertan spoke for a few minutes about his background and qualifications.

- VII. AAoA Board Liaison Report – (Copies of the February 18, 2014 Board Meeting Minutes were included in the meeting packet). Carolyn Wrage reported that at the March 18 meeting, the Board had received and accepted the report of the independent auditors for the fiscal year ending June 30, 2014, which was a good report. Steve Rozensky indicated that he had been serving on the Board’s Marketing and Resources Committee, but would not be able to continue, and the Board was seeking other representation from the Advisory Council. Lois Harper suggested that perhaps Larry Kromann, the Board member that chairs that committee, could provide more specific information as to what would be expected of an Advisory Council member that would join this committee. Carolyn Wrage also noted that the Board of Directors appreciated the report from the Program Monitoring Committee.
- VIII. Committee Reports:
- A. Legislative Committee CSL Report –Dr. Lundin distributed copies of the CSL update report. He indicated that 12 of the CSL proposals have been picked up by the regular legislature to become bills, and noted that the CSL has a great record, of about 70% of their proposals becoming law over time. He discussed the effort to establish Senior Courts and the resolution that would establish a Day of Honor for the survivors of the Bataan death march.
 - B. Membership Committee – Lois Harper reported that she continues to recruit additional members, and planned to post information at various senior centers and libraries. Steve Rozensky shared a tri-fold brochure that another PSA has developed as a recruitment tool, and also indicated that he will be following up with the mayor of American Canyon. We need more members from Napa County and it was suggested that the membership recruitment announcement be sent to the individuals who participated in today’s meeting.
 - C. Nominating Committee – Lois Harper reported that the nominating committee was recommending Steve Rozensky for the chairman, and Suzanne Blakeley for the vice chair, but had not identified a member to nominate for the secretary and parliamentary offices. Heather Stanton volunteered to be nominated. Elections will be held at the May 1 meeting, and there will be an opportunity to nominate from the floor as well.
 - D. Advocacy Committee – Suzanne Blakeley reported that there is not much to report, as most of the elected officials are busy trying to get re-elected. Teri Ruggiero thanked Suzanne for sending information on legislation and current issues to the membership.
 - E. Program Performance Monitoring Committee – Teri Ruggiero distributed copies of a draft report that summarized the committee meeting that was held on April 3, and discussed the process that includes reviewing the recommendations from last

month, reviewing the current service delivery report, and discussion with staff. She expressed appreciation for the work of Olivia Meadows, MIS Coordinator, who responded to questions and provided updates on the monitoring site visits.

The committee made three recommendations:

1. The Monitoring Subcommittee recommends, and the AAoA Executive Director has agreed, to allow members of the Monitoring Subcommittee to provide technical assistance in the development of a specific written corrective action plan for all Direct Services not meeting goals in time for the April Board of Directors meeting. We recommend the Board of Directors approve the implementation of the corrective action plan at their meeting.
2. Through discussion and agreement with AAoA staff, the Monitoring Subcommittee continues to recommend that AAoA staff provide technical support and outreach assistance to these service providers (Catholic Social Services and North Bay Health Advantage) to help them meet their goals. Additionally, we recommend that AAoA staff make the Board of Directors aware that it is unlikely these service providers will meet goals by the end of the year so the Board may consider fiscal action as prescribed by the contract.
3. Through discussion and agreement with AAoA staff, the Monitoring Subcommittee recommends that at the end of the second quarter of each fiscal year, all service providers falling below 40% of established goals will be put on a high risk "watch" status and the Advisory Council recommend the Board consider taking fiscal action as prescribed in the contract.

Nieves Fernandez made a motion that this report be accepted by the Council and be presented to the Board of Directors this month, seconded by Heather Stanton, motion carried. Teri Ruggiero will present the report at the April 15 Board meeting in Vallejo. The Committee Meetings will be held at the AAoA office in Vallejo, and any members who wish to participate may join there, or by telephone. The committee will meet on April 29 at 10:00 am and June 2 at 10:00 am.

VIII. AAoA Executive Director & Staff Report.

Leanne Martinsen reported on AAoA activity, including the following items:

- Olivia Meadows, MIS Coordinator, has been carrying out program monitoring site visits, and thanks the Advisory Council members for participation. The schedule of upcoming visits was passed around, and members were encouraged to sign up to participate in any of the visits of interest to them.
- Next Bd. Mtg. Tues 4/15/14 @ 2:30 PM at the AAoA Conference Room
- Next AC Mtg. Thurs. 05/01/14 @ 1:00 PM at AAoA Conference Room, the election of officers is scheduled.
- We received a Revised Planning Estimate/Budget from CDA for the current FY with additional funds, about \$47,000, mostly in nutrition. We have submitted a revised budget to CDA within 30 days, as required, and have issued provider contract modifications, negotiating units of service for the year that ends on June 30, 2014.
- We have not yet received the Planning Estimate/Budget for next FY 2014-15.
- CDA fiscal audit scheduled for June.

- The C4A budget request to restore state funding for senior programs was heard in assembly budget committee last month.
- A group of RCFE reform bills is being sponsored by CANHR & there are a number of others in both Assembly and House.
- Napa MSA recommended funding for StopFalls Napa Valley (SFNV) (\$70,000)
- St. Joseph's application for Healthy Minds –Healthy Aging Program (HM-HAP) was submitted in January (\$50,000)
- Auction Napa Valley Letter of Intent (LOI) was submitted this week for funds to support SFNV & HM-HAP
- CDA fiscal audit scheduled for June.

Harriett Dietz reported that the California Dental Association will be holding a two day event April 24 & 25, at the Solano County Fairgrounds and will be providing free dental care on a first-come, first-serve basis.

- IX. Action Items: No additional items were considered due to the length of the meeting.
- X. Information Items – No additional items were considered due to the length of the meeting.
- XI. Communication with AAoA Board: Steven Rozensky and Teri Ruggiero will attend the Board of Directors meeting on April 15 at the AAoA office.
- XII. Community Input II – Dr. Lundin reported that the unemployment rate for veterans was down to 6.6%, and there is funding for additional long term care facilities.
- XIII. The meeting was adjourned at 3:45 PM.

Submitted by: Leanne Martinsen, Executive Director

Approved by _____, Advisory Council Secretary

Date: _____

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