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**ADVISORY COUNCIL, April 10, 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 1:10 pm by Steven Rozensky, Chair, with the pledge of Allegiance.
  - A. Members Present: Steven Rozensky, Heather Stanton, Lauren Rolfe, Nieves Fernandez.
  - B. Staff Present: Leanne Martinsen – AAoA Executive Director, Harriett Dietz, Planner, Anne Payne, Direct Services Supervisor.
  - C. Members Absent/Excused: Constance Boulware, , Carl Bunch, Suzanne Blakeley, Betty Holland, Lois Harper, Teri Ruggiero, Mary Spry-Danner.
  - D. Introduction of Guests: Jo Ann Busenbark -- Board Member, Larry Kromann – Board Member, Donna DeWeerd, Susan Okum, Rocky Sheridan, Kris Coryell, Felix Bedolla.
- II. Consent Agenda
  - A. **Motion by Heather Stanton, seconded by Nieves Fernandez, to approve the agenda for the April 10, 2014 meeting as presented, motion carried.**
  - B. **Motion by Nieves Fernandez, seconded by Heather Stanton, to approve the minutes of the April 3, 2014 meeting as presented, motion carried.**
- III. Community Input I – Donna DeWeerd reported that Share the Care had the first volunteer meeting, and they had about 35 potential volunteers in attendance. The plan is to create a web of volunteers who will work with professionals to bring services to older adults in the community. Larry Kromann announced that he had learned from the AARP foundation regarding their volunteer programs, that Cabot Creamery has initiated a program of giving awards to volunteers, and they are seeking organizations to be a part of that. He will be following up to see if we can participate and benefit from this. Mr. Kromann also announced that the Board of Director’s Marketing and Resources Committee is working to find ways of informing the community about the AAoA organization and what we do, finding new strategies that will be more effective. The committee would like to have a couple of Advisory Council members to join with them. The chair suggested that Mr. Kromann provide a written committee description that could be shared with the entire Advisory Council. Donna DeWeerd announced that the

Gasser Foundation is supporting a year-long campaign to raise awareness and funds for the senior nutrition program in Napa County. They are working with Balzac Communications and Marketing.

IV. Action Items:

- A. In response to questions from Council Members, staff explained the process that any recommendations from the Council would be communicated to the Board of Directors, and the Board will make a decision whether to accept any of them. Larry Kromann stated that the Board needs the input from the Advisory Council about recommended changes to the plan, and the input from the staff regarding how the goals and objectives would be implemented, in order to make a decision. JoAnn Busenbark stated concerns that the document that goes to the Board should include anything that comes from this meeting, with “no surprises”. There was discussion regarding the summary document, which was initially distributed with the Advisory Council Members comments, and expanded to include the public hearing comments and the related staff responses. (Note: On April 7, following the Area Plan public hearings and Advisory Council meeting, this document, along with a summary of the public hearing comments was sent via e-mail attachment to Advisory Council members, Board Members, and all of the public hearing attendees that had provided e-mail contact information. Additional copies were available for members of the public in attendance.) Lauren Rolfe pointed out that this meeting was not publicized as a “public hearing”, but the Advisory Council always allows for public comment at their meetings. Staff noted that we are required to submit an Area Plan Update by May 1 each year, but that the Area Plan can be amended or updated more often if needed. Rocky Sheridan commented that this document does not state how many seniors in Napa County are being served, and what services have been provided. In response, Leanne Martinsen indicated that service delivery information is not a required component of the Area Plan, but staff does prepare reports that reflect the services provided, and these reports are routinely shared with the Advisory Council and Board, and are provided on request. Donna DeWeerd commented on the recommendation for Goal 1, regarding the decision to contract with a community-based organization or provide services directly by the AAoA. She proposed as a suggestion to the Board that a truncated process be put in place so that an RFP could be issued so that a transfer to a Napa County Community-Based Organization could be accomplished by July 1, 2014. Donna also asked about the recommendation to add another service to an existing contract, and staff responded that this would not be permissible, that the RFP process would need to be followed for each service category, and this clarification will be added to the summary document that goes forward. **Motion by Nieves Fernandez, seconded by Lauren Rolfe that the recommendations regarding the Area Plan Update be recommended to the Board of Directors, motion carried.**
- B. **Motion by Lauren Rolfe, seconded by Heather Stanton, to authorize the Advisory Council Chair to sign the transmittal letter for the Area Plan Update.**

- V. Information Items – No additional items were considered.
- VI. Communication with AAoA Board: Steven Rozensky and Teri Ruggiero will attend the Board of Directors meeting on April 15 at the AAoA office.
- VII. Community Input II – Lauren Rolfe announced that the Senior Coalition of Solano County was working on a Senior Poverty Summit to get input from the community and develop strategies for dealing with the issues that impact so many older adults, and invited members to participate. Steve Rozensky said that he had represented the Napa Red Cross at the Public Health Week Wellness Fair on Wednesday, and was pleased to see the AAoA represented there as well. Larry Kromann expressed appreciation on behalf of the Board of Directors for the work and reports from the Advisory Council Program Monitoring Committee. Leanne Martinsen will forward information regarding advocating for restoration of state funding for Senior Programs. Lauren Rolfe stated that Olivia Meadows has been doing a very good job with provider monitoring and has been very helpful to the monitoring committee. Lauren announced that the CSL is in danger of losing the tax check off, and that will have severe consequences for the organization, as that is the main source of income.
- VIII. **Motion by Heather Stanton, seconded by Nieves Fernandez, to adjourn the meeting at 2:00 PM, motion carried.**

Submitted by: Leanne Martinsen, Executive Director

Approved by \_\_\_\_\_, Advisory Council Secretary

Date: \_\_\_\_\_

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