



P.O. Box 3069, Vallejo, CA 94590

707-644-6612

ADVISORY COUNCIL, December 4, 2014, 1:00 PM

Area Agency on Aging Serving Napa and Solano
Training/Conference Room
400 Contra Costa Street, Vallejo, CA 94590

Minutes

- I. There was not a quorum present at 1:00 pm, and the Chair elected to begin with the pledge of Allegiance and provider presentation. The meeting was called to order at 1:30 pm when a quorum was present by Steven Rozensky, Chair, and the meeting continued with the consent agenda and remainder of agenda items.
 - A. Members Present, Steven Rozensky, Suzanne Blakeley, Lois Harper, Carl Bunch, Carroll Cotten.
 - B. Staff Present: Leanne Martinsen – AAOA Executive Director, Harriett Dietz, Planner, Ruth Feigel, Program Assistant - MIS Specialist, Laura McLaren Coordinator StopFalls Solano Seniors.
 - C. Members Absent/Excused:, Nieves Fernandez, Betty Lou Mukerji, Teri Ruggiero,.
 - D. Introduction of Guests: Susan Okun.
- II. Consent Agenda
 - A. **Motion by Suzanne Blakeley, seconded by Carl Bunch, to approve the agenda for December 4, 2014 meeting minutes with a correction of the typographical error of the date of the November meeting minutes, motion carried.**
 - B. **Motion by Suzanne Blakeley, seconded by Carl Bunch, to approve the December 4, 2014 meeting minutes as presented, motion carried.**
- III. Correspondence: None.
- IV. Presentation: Laura McLaren distributed a handout listing the accomplishments of StopFalls Solano Seniors program since it was established in September, and discussed the process of screening and assessment of at-risk clients and community education and outreach. The funding for this program includes a grant from the Solano Community Foundation, and we are working with the local hospitals to identify at risk seniors that would be eligible for services. After assessment, the main interventions are Physical therapy for strength and balance training, and Pharmacy for medication review and management. The program design is to re-evaluate clients to demonstrate reduced rates and risk of falls following the intervention, and hopefully show a return on investment, reducing the cost of medical care and improving the quality of life for these clients.
- V. Community Input I – None.

VI. AAOA Board Liaison Report – (Copies of the October 21, 2014 Board Meeting Minutes were included in the meeting packet). Dr. Lundin was not present. Leanne Martinsen reported that the Board Marketing Resources Committee is focusing on the development of a business plan for the AAOA that is based on the Area Plan. The Board Executive Committee is assisting in the process of recruiting a CFO, as Doug Hanson is retiring. The Board did vote to have a joint meeting with the Advisory Council on Tuesday, December 16 at 2:30 pm.

VII. Committee Reports:

A. Program Performance Monitoring Committee – did not meet this month, and the report that included the July – October 2014 provider service delivery was included in the mailed meeting packet. Ruth Feigel has been in contact with the providers that are falling behind on service delivery, and confirmed that they are aware and have plans to bring the service delivery up to the contract goals. We hope that the committee will have the opportunity to meet before the next Council meeting.

B. Legislative Committee CSL Report – none.

C. Advocacy Committee – Suzanne Blakeley indicated that there was nothing new to report this month.

D. Membership Committee – Lois Harper indicated that she was not aware of any new applications. Leanne Martinsen stated that Susan Okun submitted an application today, and Carl Bunch has recruited another potential member from Napa County. Steven Rozensky indicated that he had contacted the mayor of American Canyon and encouraged him to recommend members to represent that community. Leanne Martinsen also indicated that both Sally Livingston and Susan Okun participated in the new member orientation with Carroll Cotton, so they could be accepted into membership at the next meeting. Members are encouraged to recommend potential members to apply.

VIII. AAOA Executive Director & Staff Report.

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

- Independent Audit team from Grant Bennett & Associates were on-site in November.
- StopFalls Napa Valley intends to apply for Napa Master Settlement funds to maintain program in FY 2015-16. We have been informed that 2014-15 is the last year we will be receiving funding from the California Wellness Foundation (have received \$50,000/year for 6 years = \$300,000), as they have established new funding priorities.
- We have hired a Health Educator to provide Nutrition Education – SNAP-Ed (an evidence-based program) at congregate nutrition sites in both counties and also to work with Healthy Minds-Healthy Aging in Napa County.
- Hired Program Assistant MIS/Contracts – Part-time, started yesterday
- Napa and Solano Guide updated and available.
- Provider Contract modifications issued to include One-Time Only (OTO) funds and units of service adjustments.
- Individual meetings with providers in November to review contracts and service delivery.

- Concerned that Legal Aid of Napa, having had to relocate after the earthquake in August, has not been able to update their contract or come to a provider meeting.
- AAoA representation at various events, Commission and Coalition meetings
 - Senior Coalition of Solano County
 - Healthy Aging Population Initiative (HAPI) Collaborative and committees (Napa)
 - Live Healthy Napa County Steering Committee
 - Advisory Group for Marin Clean Energy, the company that will be providing electrical power to unincorporated areas of Napa County beginning in 2015. PG&E will still deliver power, and MCE will provide power from “green” sources. If someone wants to continue with PG&E, they will need to “opt out”
- Advocacy regarding OAA reauthorization and funding.

Harriett Dietz provided an update on the Request for Proposals to provide telephone reassurance services in Napa County. The applicant organization is Molly’s Angels, the organization that provides volunteer transportation in Napa County. Harriett reported that the review committee felt that more information was needed before they could make a recommendation to the Council regarding whether to award a contract. The applicant provided a response to the requested information, and the review committee had a conference call to follow up. Harriett answered questions regarding the questionnaire that is to be used to measure program outcomes. If the Council recommends funding this provider, and the Board agrees, the contract could be in place by January.

Ruth Feigel reported that she has scheduled program monitoring site visits starting in January. She distributed the schedule and a sign-up sheet for members to indicate their interest and availability to participate in monitoring visits. In response to a question, she indicated that she would send reminder notices to members before the scheduled visits.

IX Action Items: were included under committee and staff report agenda items.

A. **Motion by Carroll Cotton to recommend to the Board of Directors that the contract for a Telephone Reassurance Program in Napa County be awarded to Molly’s Angels, seconded by Carl Bunch, motion carried.**

B. There were no recommendations to the Board of Directors regarding Program Monitoring or other issues at this time.

C. **Motion by Carl Bunch to change the date of the January meeting to Thursday, January 8, as the first Thursday is the New Years Day Holiday, seconded by Suzanne Blakeley, motion carried.** The consensus was to alternate the meeting locations between the Napa Senior Center and the AAoA Office Conference/Training room in Vallejo. Leanne Martinsen will determine whether the Napa Senior Center is available on January 8 and make the schedule accordingly.

X. Information Items All Advisory Council members are invited and encouraged to participate in the joint meeting with the Board of Directors on December 16 at 2:30 pm.

XI. Communication with AAoA Board: Steven Rozensky indicated that he would report on Advisory Council activity at the December 16 meeting.

XII Community Input II –.Suzanne Blakeley reported that she had been going to senior communities in the area, and noted that the Trilogy community near Rio Vista had a lot of information in the clubhouse, but she did not see AAoA senior resource guides or brochures for AAoA programs. In the discussion that followed, staff reported that they try to keep supplies of the printed guides at all senior centers and senior communities, and members were encouraged to take a supply guides so that they could distribute them at churches and other places they visit. It was also suggested that the agenda for the January meeting allow time for a review of the outreach plan..

XIII. The meeting was adjourned at 2:25 PM.

Submitted by: Leanne Martinsen, Executive Director

Approved by _____, Advisory Council Secretary

Date: _____

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