



P.O. Box 3069, Vallejo, CA 94590

707-644-6612

**ADVISORY COUNCIL, January 8, 2015, 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 of Advisory Council members present at 1:00 pm, and the Chair elected to begin with the pledge of Allegiance and to proceed with the Presentation of the Celebration of the 35<sup>th</sup> Anniversary of the California Senior Legislature. Guests were introduced.
  - A. Members Present, Steven Rozensky, Suzanne Blakeley, Lois Harper, Carroll Cotton, Sally Livingston, Susan Okun, Teri Ruggiero.
  - B. Staff Present: Leanne Martinsen – AAOA Executive Director, Harriett Dietz, Planner, Ruth Feigel, Program Assistant - MIS Specialist, Anne Payne – Direct Services Supervisor, Dianna Gonzalez – Latino Outreach/Health Education.
  - C. Members Absent/Excused: Carl Bunch, Nieves Fernandez, Betty Lou Mukerji.
  - D. Board Members Present: Carolyn Wrage, Thomas McNicholas, Edwin Warren, Dr. Richard Lundin.
  - E. Introduction of Guests: Lauren Rolfe --- CSL Senior Assembly member, Robert Hertan – CSL Senior Senator, Danny Bernadini, Michael Wilson, Irene Ross, Bob Stalker, Frank Samson, Brandon King, Tom Bartee, Ana Mitchell, Linda Seifert, Brad Wagenknect, Alfredo Pedroza, Tracy Krumpen, Erin Hannigan, Natalie Woodard.
- II. A very informative program focused on the history and accomplishments of the California Senior Legislature (CSL) was presented by Lauren Rolfe and Robert Hertan. Information regarding the funding for the CSL, and new fundraising strategies were also included. A summary of the 2014 Legislative Proposals was distributed, and is attached to these minutes. Following the presentation Guests were introduced the group took a break to enjoy refreshments and mingle. At 2:10 pm the group reconvened, with a quorum of Advisory Council members was present to continue the agenda items.
- III. Consent Agenda
  - A. **Motion by Teri Ruggiero, seconded by Suzanne Blakeley, to approve the agenda for January 8, 2015 meeting minutes as presented.**
  - B. **Motion by Suzanne Blakeley, seconded by Lois Harper, to approve the December 16, 2014 meeting minutes as presented, motion carried.**

- III. Correspondence: Leanne Martinsen stated that the AAoA had received a letter from the California Department of Aging (CDA), dated January 8, 2015, indicating that all corrective actions from the February 2014 on-site monitoring had been accepted.
- IV. Presentation: Harriett Dietz distributed copies of a memorandum dated December 29, 2014 that had been sent to Advisory Council members, regarding the process for the annual update to the Area Plan for the third year of the four year planning cycle. A copy of the December 29 memo is attached to these minutes. The Area Plan Update is due to CDA on May 1, and leading up to that date, the Area Plan Subcommittee will meet to review the plan and the comments received during the last planning cycle, and will develop recommendations for changes to present to the full Advisory Council. There will be opportunities for public input at Advisory Council and Board meetings, and two Public Hearings will be scheduled in late February. It is anticipated that the Advisory Council will make recommendations regarding the Area Plan Update to the Board of Directors at their March meeting, which will allow staff sufficient time to finalize the documents and submit to CDA. The Area Plan document is posted on the AAoA website, and paper copies are also available. Members are encouraged to review the plan, especially Section 9, Goals and Objectives.
- V. Community Input I – Teri Ruggiero stated that the Solano In-Home Supportive Services had been preparing to implement overtime for caregivers according to the Fair Labor Standards Act, but that was halted on December 31 by a court order. She indicated that there was another hearing scheduled in Federal Court, and she would keep the Council informed about developments.
- VI. AAoA Board Liaison Report – (Copies of the December 16, 2014 Meeting Minutes from the Joint meeting of the Board and Advisory Council were included in the meeting packet). Dr. Lundin reported that the Board Executive Committee is assisting in the process of recruiting a CFO, as Doug Hanson is retiring. He also reported that Veterans receiving a Federal check received a 1% increase.
- VII. Committee Reports:
  - A. Program Performance Monitoring Committee – The July – November 2014 provider service delivery was included in the mailed meeting packet. Teri Ruggiero reported that the committee did meet this month with staff and distributed a draft of the meeting summary that focused on providers with less than 30% of services delivered at the end of November, and included issues and recommendations. She indicated that some members participated by telephone, but due to technical difficulties, the committee had not been able to complete their discussion of some of the issues. The committee will meet next on February 3, when they will have a provider performance summary report that reflects July-December, the first half of the year. The committee recommendations were:
    - 1. We ask for some new members for our subcommittee. Our committee has dwindled.
    - 2. In the event our “free conference call” resource doesn’t work, we ask that AAoA staff be approved to pursue an alternate resource, and funds be directed that way if needed.

3. After the second quarter monitoring report, if any of the contractors listed in this report still are out of compliance, the Board give advance approval for AAoA staff to send corrective action plan requests to the Contractors.

**Motion by Suzanne Blakeley, seconded by Sally Livingston to forward these recommendations to the Board of Directors, motion carried.** In the discussion that followed, Teri indicated that the committee had requested more information about contract goals that were set lower this year than in the prior year.

- B. Legislative Committee CSL Report – Lauren Rolfe thanked everyone for the good turnout for the CSL presentation.
- C. Advocacy Committee – Suzanne Blakeley reported that the reauthorization of the Older Americans Act was coming up in the Senate.
- D. Membership Committee – Lois Harper indicated that the committee needed additional members. 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:

- Posted CFO position 12/5, have interview panel next week.
- 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.
- Applying for Kaiser grant to continue Latino Outreach. LOI due next week.
- We have hired a Health Educator to provide Nutrition Education – SNAP-Ed at congregate nutrition sites in both counties and also to work with Healthy Minds-Healthy Aging in Napa County.
- Contract with Molly’s Angels for Napa Telephone Reassurance was issued, to start next week.
- Provider monitoring site visits began in January, Advisory Council members encouraged to participate.

Ruth Feigel reported that she has scheduled program monitoring site visits in January and for the next couple of months. She distributed the schedule and a sign-up sheet for members to indicate their interest and availability to participate in monitoring visits .

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

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

#### X. Information Items None at this time.

#### XI. Communication with AAoA Board: Steven Rozensky indicated that he and Teri Ruggiero would report on Advisory Council activity at the January 20 Board of Directors meeting.

#### XII Community Input II –.Sally Livingston announced that the Senior Coalition of Solano County will be sponsoring a Mini-Medical School series on Saturdays in March. A flyer

was distributed. Ed Warren announced that the town of Yountville was celebrating 50 years, and there were a number of special events. Teri Ruggiero announced that the Community Chorus in Napa was starting up again, and new members are welcome.

XIII. The meeting was adjourned at 3:20 PM.

Submitted by: Leanne Martinsen, Executive Director

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

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

**400 Contra Costa St.  
P.O. Box 3069  
Vallejo, CA 94590**

**Toll-Free Information Line  
1-800-510-2020**

**Phone 707.644.6612  
Fax 707.644.7905  
[www.aaans.org](http://www.aaans.org)**