



P.O. Box 3069, Vallejo, CA 94590

707-644-6612

**ADVISORY COUNCIL, November 5, 2015, 1:00 PM**

**Area Agency on Aging Serving Napa and Solano**  
**Comprehensive Services for Older Adults (CSOA) Main Conference Room**  
**650 Imperial Way, Napa, CA 94559**

**Minutes**

- I. The meeting was called to order at 1:05 pm by, Vice Chair, Suzanne Blakely, as Steven Rozensky, Chair, had notified that he would be delayed, with the pledge of Allegiance. Guests were introduced.
  - A. Members Present, Steven Rozensky, Carroll Cotten, Betty Lou Mukerji, Nieves Fernandez, Sally Livingston, Carl Bunch, Suzanne Blakeley, Patricia Scarcelli.
  - B. Staff Present: Leanne Martinsen – AAOA Executive Director, Terry Ann Steffen – Direct Services Supervisor/Family Caregiver Support Program Coordinator, Jason Curletto, Program Assistant – MIS, Harriett Dietz-Emerson -- Consultant.
  - C. Members Absent/Excused: Susan Okun, Lois Harper, Teri Ruggiero.
  - D. Board Members Present: Dr. Richard Lundin.
  - E. Guests Present: None.
- II. Consent Agenda
  - A. **Motion by Sally Livingston, seconded by Nieves Fenandez, to approve the agenda for November 5, 2015 meeting minutes as presented.**
  - B. **Motion by Nieves Fenandez, seconded by Carl Bunch, to approve the October 1, 2015 meeting minutes, with a correction to indicate that Sally Livingston was not present, but excused, motion carried.**
- III. Correspondence: Leanne Martinsen noted the Area Plan Approval Letter from the California Department of Aging (CDA) dated September 30, 2015, and also shared a letter from Sandra Fitzpatrick, the Executive Director of the California Commission on Aging, encouraging participation in the nomination of individuals for the Commission. The Governor's appointees are selected from lists of nominees from AAA advisory councils.
- IV. Presentation: Terry Ann Steffen, who has been with the AAOA for about 10 years, first as the MIS Coordinator, and since 2009 as the Family Caregiver Support Program Coordinator, has now accepted the position of Direct Services Supervisor. She stated that we have a great team, and they are working very hard. She distributed a handout that addressed the areas that were under goal for the first quarter, and discussed the efforts to bring the numbers up. She shared copies of a survey form that is being used at outreach events to identify potential clients for a number of services, as well as another

log that can be used by staff to capture Outreach and Information and Assistance contacts. She answered questions from members.

- V. Community Input I –.
- VI. AAoA Board Liaison Leanne Martinsen noted that the Board Finance Committee continues to meet with the CFO, and the independent auditors will be on site during the month. The Board will not be meeting in November, as both she and Jacquelin Bell would be at the annual conference hosted by the California Association of Area Agencies on Aging in Los Angeles. Dr. Lundin arrived later and reported on Veterans affairs, the Governor has signed two bills, one would provide Veterans status on driver license and state ID cards. The other provided additional funding for Veterans facilities like the home in Yountville. Dr. Lundin also reported on the work that he has been doing with the Pathways home that serves young vets that have mental health issues and working with unions to help them find good jobs in the trades. He also reported on the Honor Flight organization, that arranges for WW II veterans to fly back to Washington DC to see the monuments.
- VII. Committee Reports:
  - A. Program Performance Monitoring Committee – Teri Ruggiero was unable to attend the meeting, and Su Blakeley distributed the report that Teri had prepared following the committee meeting on November 2 (copy attached to these minutes). Some providers were recommended for watching, but no actions are requested at this time. She complimented the trend reports that were prepared for the committee by Jason Curletto. Sally Livingston requested that the report be updated to reflect the contracts that have more than one category of funding. **Motion by Carroll Cotten seconded by Sally Livingston, to accept the report of the Program Monitoring subcommittee and recommendations to the Board of Directors.**
  - B. Area Plan Committee – Harriett Dietz-Emerson distributed copies of a proposed schedule for the major Area Plan Update. The new 4-year area plan is due to CDA on May 1. and reported that we are conducting a needs assessment senior survey in Solano County, with a provider survey, and a community survey. The survey will be on line and we hope that many will completed on-line, but paper copies will be made available as well. We will utilize the data collected by the HAPI coalition survey in Napa County. A working group will be convened, in December to review the AAoA programs and funding allocation, and the recommendations will come to the Advisory Council in January. The working group will consist of about 13 members with staff, 4 members of the Advisory Council (Area Plan committee members), 2 Board Members, 4 community representatives, and one representative each from Napa CSOA and Solano ODAS, with overall balanced representation from both counties. Community forums and public hearings will be held later in January and in February, so that a final draft plan can be presented to the Council in March, and the plan can be approved by the Board of Directors in March. Jason Curletto volunteered that the issues he has heard from providers are related then need for more services specific to memory loss and dementia services in languages other than English.

- C. Legislative Committee CSL Report – There were no members present to report on Legislative Activity. Leanne Martinsen noted that information from the California Senior Legislature & SCAN Foundation legislative action was available.
- D. Advocacy Committee – Suzanne Blakeley reported that the Jamaican Scam is emerging again, and there is also a Microsoft scam. Betty Lou Mukerji reported that she had been a victim of such a scam, and this is elder abuse. Steven Rozensky stated that the committee is nearly done with the fraud pamphlet for our area. Suzanne also said that Congress is also trying to repeal “Obamacare” again.
- E. Membership Committee – Lois Harper was not present, and there are no new applications for membership.

VIII. AAoA Executive Director & Staff Report.

- A. Leanne Martinsen reported on AAoA activity, including the following items:
  - Budget amendment #2 with OTO in various categories submitted to CDA by 10/30. There is an additional \$100,000 in categorical program funds that will be distributed to providers who are on track performance year to date.
  - Provider Contracts for 2015-16, held contract review meetings in October, including discussions of OTO contract adjustments. .
  - StopFalls Napa Valley staffing has been reduced, planning to restore, now that Auction Napa Valley has granted funding for 2016. (ANV funding information shared with Board, not widely until after their announcement).
  - StopFalls Solano Seniors, have funds to continue comprehensive Fall Prevention services in Solano Co.
  - Completed contract with Solano Co. Public Health to train/certify staff in specific evidence based exercise programs “Stepping on” and “Tai Chi for Better Balance” and deliver training classes for at risk seniors in Solano County.
  - Partners In Care, has funding for another grant that will establish “A Matter of Balance (MoB) an evidence-based fall prevention program. Two staff went to SoCal in October to become Certified Master Trainers. They will be training MOB Coaches in both Napa and Solano Counties. The coaches will be able to provide the classes in the community on an ongoing basis.
  - Staffing: We have hired MIS and MSSP Nurse, but are holding off on other hires until the new calendar year. We have time to consider some reorganization and to budget and hire where the need is greatest in the new calendar year.
  - AAoA representation at various events, Commission and Coalition meetings
    - Senior Coalition of Solano County – Poverty & Legislative work groups
    - Healthy Aging Population Initiative (HAPI) Collaborative and committees (Napa)
    - Live Healthy Napa County Steering Committee
    - Healthy Solano Steering Committee
    - Solano Alzheimer’s Walk

Coming Events: See schedule of events, AAoA website calendar & Facebook Page  
 Look for us on Facebook, like us and share postings.

- B. Introduced Jason Curletto, and he discussed some of the projects he will be working on in the next months.

- IX. Action Items: were included under committee reports earlier in the agenda
- X. Information Items:  
Sally Livingston reported that she had picked up some items at a health fair, a video “Be Wise, recognize elder financial abuse” and a booklet on identity theft that could be good resources. Nieves Fernandez inquired about nominating someone for the California Commission on Aging, and Betty Lou Mukerji reported that she had been encouraged to apply for the Napa Commission on Aging.
- .XI. Communication with AAoA Board: None this month.
- XII Community Input II. Dr. Lundin reported that he had been receiving telephone calls about investing in gold & silver. Leanne Martinsen shared information from G. Kaiser “Activity Is Medicine”, about walking with Supervisor Erin Hannigan on Fridays in Vallejo.
- XIII. The meeting was adjourned at 2:25 PM. With thanks to Steven Rozensky for providing cookies.

Submitted by: Leanne Martinsen, Executive Director

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

Date: December 3, 2015

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)