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**ADVISORY COUNCIL, May 4, 2017, 1:00 PM**

**Area Agency on Aging Serving Napa and Solano**  
**Napa Senior Activity Center – Large Annex Room, Napa, CA 94559**

**Minutes**

- I. The meeting was called to order at 1:05 pm by Chair, Steven Rozensky, with the pledge of Allegiance. Guests were introduced.
  - A. Members Present, Steven Rozensky, Carl Bunch, Teri Ruggiero, Lois Harper Carroll Cotten, Arnold Koenig, Susan Okun, John Morris, Mary Palmer.
  - B. Staff Present: Leanne Martinsen – AAOA Executive Director, Vincent Valenzuela, -- Planner, Jason Curletto -- Program Assistant/MIS&IT,
  - C. Members Absent/Excused: Suzanne Blakeley, Sandy Calloway, Sally Livingston, Steve Sillen.
  - D. Board Members Present: None.
  - E. Guests Present: Marlene Santiago and Blanca Cervantez, Napa Valley Community Housing.
- II. Consent Agenda
  - A. **Motion by Carroll Cotten, seconded by Carl Bunch, to approve the agenda for the May 4, 2017 meeting minutes as presented, motion carried.**
  - B. **Motion by Mary Palmer, seconded by Susan Okun, to approve the April 18, 2017 meeting minutes, as presented, motion carried.**
- III. Correspondence: Leanne Martinsen shared the Proclamation presented on May 2 by Solano County for May as Older Americans Month, and indicated that Napa County would be presenting a proclamation on May 9. Also Elsie Tate, former member and chair of the Advisory Council has passed away, and her obituary was shared with the membership.
- IV. Presentations:
  - A. Marlene Santiago and Blanca Cervantes, of Napa Valley Community Housing (NVCH) distributed information about the Home Sharing Match-up Program, which was established as a pilot project about two years ago with funding from the City and County of Napa, and there are plans to extend for another two years. NVCH is a non-profit organization that manages a number of properties in Napa County, and they currently have openings on the wait list for the Reserve, a senior apartment facility in Napa. The Home-sharing program allows a homeowner to rent a bedroom with access to bathroom, kitchen and living areas. Many, but not all of the providers (homeowners) are seniors, and if the person renting is also providing services to a

senior homeowner, they are required to obtain a Napa County Caregiver Permit. There is an extensive application and background checks and interviews are conducted to determine whether the homeowner and renter are likely to be compatible. So far they have made 25 matches, and currently have six places available. These are single family homes and mobile home parks where home-sharing is allowed. Carroll Cotten reported that a successful placement has been made in the park where he resides, and suggested that success stories like this might be helpful in advocating with other park managers who have been resistant. There was discussion about advocating for a similar program that would serve Solano County.

- V. Community Input I – Teri Ruggiero reported that the IHSS Public Authority will be hosting an Outreach Conference on May 18<sup>th</sup> in Fairfield. This is listed in the schedule of events.
- VI. AAoA Board Report: The minutes of the joint meeting of the Board and Advisory Council on April 18 have been accepted.
- VII. Committee Reports:
  - A. Program Performance Monitoring Committee –The Service Delivery report (July 2016-March 2017) was distributed with the meeting packet. A report from the May 1 meeting of the committee was distributed. Teri Ruggiero indicated that all contract providers and direct services were on track to meet the service delivery goals at the end of the third quarter, and commended staff for the hard work to maintain compliance and comprehensive reports. There was discussion regarding the monitoring of Long-term care Ombudsman programs, and Jason is continuing to research this following consultation with staff from the office of the State Long-Term Care Ombudsman. The concerns are that the local LTCO programs report service delivery directly to the state in a database separate from the one used for other Older-Americans Act-funded programs, and the state schedule of report dates is the last day of the month following the end of the quarter, so after their reports are submitted to the state, they provide information to the AAoA. Teri Ruggiero noted that the lateness of the reports has been a continuing concern for the monitoring committee. Both the State LTCO and the AAoA have the responsibility to monitor the operations of the LTCO programs. Jason shared copies of the monitoring tool that has been provided by CDA, and suggested that the AAoA monitoring should continue to monitor the metrics focusing on the components that the program has most control over; the visits to SNF and RCFE facilities and community education, as the other areas such as consultation and participation in family and resident councils really vary depending on what is going on in the facilities, and this is not predictable.
  - B. Request for Proposals: Vincent Valenzuela indicated that the RFP review team had reviewed the applications and met on May 1 to finalize recommendations. The summary report of this meeting had been distributed to members before the Council meeting. There was some discussion about the applications, and that the scoring was based on how well the application responded to the RFP.

- C. Legislative Committee CSL Report – Leanne Martinsen reported that the Senior Rally Day will take place on May 11 in Sacramento, and a sign-up sheet was distributed so that members indicate their interest in participating, and if they wanted to carpool to the event.
- D. Advocacy Committee – Suzanne Blakeley was not present to report.
- E. Membership Committee – Lois Harper reported that there are no applications for membership pending at this time, but some prospective members were identified at the Public Hearing in April, and we are following up with them.
- F. Ad Hoc Committee on Senior Safety: Arnold Koenig reported that the Month of June has been designated as Elder Abuse Awareness Month, and June 15 is World Elder Abuse Awareness Day. The Napa County Alliance on Senior Education (NCASE) is planning a symposium focused on Elder Financial Abuse to be held on June 15, at the Performing Arts Center at the Napa Valley College. They have a number of speakers lined up, and the flyer will be available within a week. They have also reserved a room at the Napa Valley College on June 16, and are inviting folks from Solano County with the objective of establishing a regional action plan. Steven Rozensky noted that the brochure on avoiding scams is nearly done, and copies should be available for distribution at the events in June.
- G. Carroll Cotton will be attending the Triple-A Council of California (TACC) meeting in Sacramento on May 10 and 11. TACC will be participating in the Senior Rally.

VIII. AAoA Executive Director & Staff Report.

- A. Leanne Martinsen reported on AAoA activity, including the following items:
  - Staffing changes, Sandy Barber is transferring from the PEAS program and will be providing senior services (I&A, case management, etc.) at the McBride Center in Vacaville. Rosa Perez has been offered a full-time job with Napa County, and when the contract is established for I&A, etc. in Napa County, the provider will likely have a staff person co-located at the Napa CSOA offices. Also Lizzet Castillo will be transferring to Mentis, and remaining with the Healthy Minds-Healthy Aging program in Napa.
  - Area Plan submitted on time,
  - Working on CDA budget for FY 2017-18, with less funding than the current year.
  - Napa Guide has been updated and being printed, should be available this month.
  - Both Napa and Solano Counties are developing websites for the Network of Care for Seniors and persons with disabilities, and staff have been participating in the development of the resource database.
- B. Vincent Valenzuela indicated that his report had been covered in the RFP agenda item.
- C. Jason Curletto indicated that his report had been covered in the Program Monitoring agenda item and he will continue to work on changing the format of the service delivery reports for the local long-term care ombudsman programs.

IX. Action Items:

- A. **Motion by Susan Okun, seconded by Carroll Cotten, to accept the report of the Program Monitoring Committee without recommendations for action and forward to the AAoA Board, motion carried.**
- .B. **Motion by Carl Bunch, seconded by Teri Ruggiero, to accept the report of the RFP Review Team, and recommend to the AAoA Board that the following applicant organizations be recommended for funding in FY 2017-18, motion carried.**

<b>Napa County Service Category</b>	<b>Provider Organization</b>
Congregate Nutrition/ Education	Community Action Napa Valley
Home-delivered Nutrition/Education	Community Action Napa Valley
Legal Assistance	Bay Area Legal Aid
Transportation	Molly's Angels
Telephone Reassurance	Molly's Angels
Information & Assistance, Case Management, Outreach, Caregiver Referral Registry	Collabria Care
Family Caregiver Support	Collabria Care
<b>Solano County Service Category</b>	<b>Provider Organization</b>
Congregate Nutrition/ Education	Meals on Wheels of Solano Co.
Home-delivered Nutrition/Education	Meals on Wheels of Solano Co.
Legal Assistance	Legal Services of Northern Ca.
Friendly Visiting	Faith in Action
Telephone Reassurance	Faith in Action
Family Caregiver Support	NorthBay Health Care
Long-Term Care Ombudsman	Ombudsman Services of Contra Costa

- C. There were no other recommendations to the Board of Directors at this time.
- D. The Council considered alternative meeting schedules for the months of June, July, August and September, due to holidays and other events. The consensus was to postpone the June meeting until June 8, cancel the July meeting, postpone the August meeting until August 10, and cancel the September meeting.

X. Information Items: Teri Ruggiero discussed the impact on the County budget, due to the state pulling back IHSS funding that had been held steady for the past couple of years. Now that the counties are faced with significantly more of the share for this program, they may be reducing funding for other programs that are not entitlements. Counties have been advocating for mitigation, and It is hoped that the May revise of the State Budget will provide some relief for the counties.

.XI. Communication with AAoA Board: None at this time.

XII. Community Input II. None.

XIII. The meeting was adjourned at 2:45 PM.

Submitted by: Leanne Martinsen, Executive Director

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

Date: June 8, 2017

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