



P.O. Box 3069, Vallejo, CA 94590

707-644-6612

ADVISORY COUNCIL, October 5, 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, Suzanne Blakeley, Teri Ruggiero, Lois Harper Carroll Cotten, Arnold Koenig, Susan Okun, John Morris, Steve Sillen.
 - B. Staff Present: Leanne Martinsen – AAoA Executive Director, Ruth Clark, -- Planner, Jason Curletto -- Program Assistant/MIS&IT.
 - C. Members Absent/Excused: Carl Bunch, Sandy Calloway, Mary Palmer, Mary Spry-Danner.
 - D. Board Members Present: Carolyn Wrage.
 - E. Guests Present: Tiffanie Walker -- Collabria Care, Gwendolyn Gill – Solano Co. H&S.
- II. Consent Agenda
 - A. **The agenda for the October 5, 2017 meeting minutes was approved as presented.**
 - B. **Motion by Carroll Cotten, seconded by Steve Sillen, to approve the August 10, 2017 meeting minutes, as presented, motion carried.**
- III. Correspondence: None.
- IV. Provider Presentation: Tiffannie Walker distributed handouts and gave an informative presentation on the Senior Services at Collabria Care, including Information and Assistance, Case Management, Caregiver Referral Registry and Outreach, co-located at Napa County Comprehensive Services for Older Adults, under contract with the AAoA. She also presented information about the Napa Aging and Independence website which includes a robust on-line resource guide for Napa County. She answered questions from members.
- V. Community Input I – Carroll Cotton reported on recent California legislation signed by the Governor (SB 2 and SB 3) related to affordable housing. There was discussion about the definition of affordable housing, and how housing assistance, including Section 8 works for senior housing. Teri Ruggiero reported that November has been designated as Caregiver Appreciation Month, and on November 7, there will be a resolution from the Solano County Board of Supervisors, and on November 20 there will be a reception at the County Event Center in Fairfield.

- VI. AAOA Board Report: Carolyn Wrage noted that the Board has been working on the Agency financial situation and answered questions from Council members. Leanne Martinsen reported that the Agency is changing banks, that the line of credit had been increased, and has been repaid, as the reimbursements from the California Department of Aging resumed in September, and provider payments have been brought up to date.
- VII. Committee Reports:
- A. Program Performance Monitoring Committee –The Service Delivery report (July - August 2017) was distributed with the meeting packet. Teri Ruggiero indicated that the committee has not met to review the year-end report (which was distributed with the August 10 Advisory Council Meeting agenda), and since the providers had met or exceeded the goals that were set for 2016-17, no recommendations were made to the Board of Directors. Jason Curletto commented on the ongoing difficulty that NorthBay has in getting clients to register for the caregiver support group, which results in under-reporting. There was a discussion about whether IHSS caregivers were eligible clients under Title III E. There was also discussion about monitoring the Long-Term Care Ombudsman Programs.
 - B. Legislative Committee CSL Report – Leanne Martinsen reported that the information included in the meeting packet was from the California Association of Area Agencies on Aging (C4A), reflecting status of certain bills at the end of the legislative session in September. Handout materials were also available on Federal legislative updates from the National Association of Area Agencies on Aging (N4A). She also noted that the California Senior Legislature annual session will be held within a month, and suggested that we invite our representatives to make a report at a future meeting.
 - C. Advocacy Committee – Suzanne Blakeley provided an update on the status of the Solano Vista Senior Apartments. Residents have been returned to their apartments, but there are still major problems with plumbing and other maintenance issues, so residents there are still in need of advocacy. She reported that the AAOA direct services had responded to the request for food (non-perishable items that could be used for lunches and supplemental snacks) while the residents were evacuated to various hotels, and she subsequently discovered that the food had been received by the management, but never delivered to the residents. She recommended that we write a letter to the management, stating disappointment that the donated food was not provided to the residents in need. She also read a notice about the Justice Department and civil rights for LGBTQ individuals who have been discriminated against in employment.
 - D. Membership Committee – Lois Harper reported that there are no applications for membership pending at this time, but she is aware of two potential members, and encouraged other members to join her committee.
 - E. Ad Hoc Committee on Senior Safety: Arnold Koenig reported that the North Bay Elder Abuse Task Force had met in Petaluma yesterday. There was some concern about the Sonoma County hosts had limited the size of the group that was invited. He also noted that the Napa County Alliance for Senior Education is working with the Napa Valley College to develop a program that would offer vocational training for caregivers and an AS or AA degree that would transfer to a 4-year college.

He also commented on the situation that Suzanne Blakeley has been reporting, and she responded that it was the opinion of many that senior housing facilities that accept federal funding should be required to have not just a manager on site, but a paid staff member with first responder capacity who can assess and respond to resident emergencies. Due to time constraints, the discussion of this issue was referred to the next meeting agenda.

- F. Steven Rozensky reported on the Triple-A Council of California (TACC) meeting in Sacramento that he attended in August. His written report was included in the agenda packet. He commented that in Mendocino County, the Ft. Bragg Senior Center, they are offering a course in how to live in your car safely. He distributed information on the Senior Center without Walls program, which provides innovative programming for isolated older adults via telephone, and also focused on the oral health needs of seniors.

VIII. AAoA Executive Director & Staff Report.

- A. Leanne Martinsen reported on AAoA activity, including the following items:

- Hired Ruth Clark as Planner, started August 28.
- Area Plan Update for 2017 submitted on time to CDA on May 1, responded to requests for additional information in September, awaiting feedback/approval.
- Independent Audit for Fiscal Year ended June 30, 2016: Auditors met with Finance committee on September 18 to review draft, anticipate presentation of final report to Board at October 17 meeting in Vallejo.
- Cash flow situation has resolved, with CDA reimbursements received, and vendor payments now on schedule.
- Received Budget Display for Area Plan with One-Time-Only (OTO) funds, working with CFO to submit Budget revision by 10/25.
- Meetings with Contract Providers scheduled in October.
- Recognition of Elizabeth Mautner's retirement as Napa Long-Term Care Ombudsman Coordinator at the August 28 meeting of the Napa Commission on Aging.
- Awaiting formal designation from office of State Long-Term Care Ombudsman for Leisa Matthes.
- Health Fair Season this fall – Advisory Council members welcome to assist staff at any event. A sign-up sheet was passed around and members are encouraged to participate with staff at events. She extended a special invitation to any who want to walk with the AAoA team at the Solano Walk to End Alzheimer's on October 28.
- Participated in Solano Senior Fitness Festival (Fall Prevention) on September 6.
- Planning Napa Fall Prevention event on October 16.
- CDA on-site visit scheduled January 8-12, 2018 to monitor Older Americans Act funded programs and services.
- Updated Senior Guides for both Napa and Solano Counties, English and Spanish are available now. We are updating the Solano Guide for reprinting in the next month.
- Working with staff to promote a range of evidence-based health promotion programs, including Chronic Disease Self Management (Diabetes and Chronic Pain), and Fall Prevention (Matter of Balance and Tai Chi) programs in both Napa

and Solano County. Flyers for the Napa County workshops were provided for distribution.

- Working with Board on components to respond to organizational assessment, including Personnel/Evaluation committee and Strategic Planning/Oversight Committee.
- HICAP counseling site at AAoA on 2nd Friday of the month, by appointment only.
- Represented AAoA at community forums:
- Senior Coalition of Solano County – held a Centenarian Celebration on October 3.
- Napa County Commission on Aging – will participate in a Centenarian Celebration on October 24.
- Volunteered at “Hands Across the Valley”, a fundraising event for Napa food programs, including CANV’s Congregate and Home-Delivered meal programs and the Food Bank.

B. Ruth Clark reported that she had participated in a number of community meetings, and has been putting the word out about the Advisory Council seeking new members. She noted that in doing the work on the Area Plan Update that we have objectives related to oral health in the Area Plan. She is looking forward to meeting the providers at the meetings scheduled later in the month, and has been helping to prepare for the CDA site visit in January.

C. Jason Curletto noted that there are two new providers this year, and noted that after the first two months, the service units for Collabria Title IIIB services Information and Assistance and Case management appear low, but they have been concentrating on outreach, as they are ramping up the new services. The I&A calls were answered by the AAoA staff at the Vallejo call center for about six weeks while the 800# was delayed in being transferred to the Napa location. We will work with them to make sure they are meeting their goals for the year.

IX. Action Items:

A. There were no recommendations to the Board of Directors at this time.

B. **Motion by Susan Okun, seconded by Suzanne Blakeley to accept the proposed meeting schedule for 2018, with the Napa meetings to be held at the CSOA conferece room, 650 Imperial Way, motion carried.**

January	4	Vallejo	July	5	Cancel or reschedule?
February	1	Napa	August	2	Vallejo
March	1	Vallejo	September	6	Napa
April	5	Napa	October	4	Vallejo
May	3	Vallejo	November	1	Napa
June	7	Napa	December	6	Vallejo

The Napa Senior Activity Center is scheduled to be closed for renovations, and there was discussion about plans to relocate the congregate nutrition site during that time as well.

- X. In response to a question, Leanne Martinsen indicated that the Napa Centenarian Celebration was scheduled to be held at the Native Sons Hall. Suzanne Blakeley reported that the First Responders meeting at the Senior Housing in Vallejo was going to focus on the protocol for police and fire response to emergency alarms. The emergency call in individual apartments goes to the emergency services, and the city charges for responses when there is not a real emergency. There needs to be a protocol and process, and education for the residents.
- .XI. Communication with AAoA Board: None at this time.
- XII. Community Input II. John Morris commented on the cost of mailing the agenda packets, and there was discussion about the options of sending the packets by electronic methods, if requested. Leanne Martinsen indicated that we have been doing this for the Board of Directors, and that as the Planner, Ruth Clark will be responsible for the agendas and minutes for the Advisory Council, so will follow up on this going forward.
- XIII. The meeting was adjourned at 3:05 PM.

Submitted by: Leanne Martinsen, Executive Director

Approved by _____, Advisory Council Secretary

Date: November 2, 2017

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