



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, January 27, 2020

10:00 am to 12:00 pm (noon)

Napa Board of Supervisors Chamber

1195 3rd Street, Suite 310, Napa, CA 94559

The County of Napa does not discriminate against persons with disabilities and the Napa County Board of Supervisors Chambers is an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, please call the Office of the Clerk of the Board of Supervisors at 707-253-4421 at least 24 hours in advance of the meeting to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Oversight Board after distribution of the agenda packet are available for public inspection during normal business hours at the Solano County Older and Disabled Adult Services receptionist's desk at 275 Beck Avenue, Fairfield, 1st Floor.

If you wish to address any item listed on the Agenda, please submit a Speaker Card to the AAA Executive Director, or her designee, before the Oversight Board considers the specific item. Cards are available at the entrance to the Napa County Board of Supervisors Chambers. For items not listed on the Agenda, please see Items from the Public below.

All meetings are recorded.

Agenda available online at: <https://aaans.org/agendas-%26-meeting-minutes>

Agenda

CALL TO ORDER – 10:00am

ROLL CALL

ITEMS FROM THE PUBLIC --This portion of the meeting is your opportunity to address the Oversight Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Oversight Board. Please submit a Speaker Card. Items from the public will be taken under consideration without discussion by the Oversight Board and may be referred to staff.



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM November 14, 2019 -- Attached

REPORTS – Presented by N/S AAA staff; no Action required.

1. Presentation on the status of the services and funding allocations – Joyce Goodwin -- **Handout**
2. Receive a report on the 2019-2020 budget – Jay Peno -- **Handout**
3. Update on Area Plan Funding Amendment – Elaine Clark -- **Handout**
4. Update on the RFP process and proposed contractors – Elaine Clark -- **Handout**
 - Ombudsman Services
 - Family Caregiver Services
 - Support Services (Information & Assistance, Case Management, Outreach)
5. Receive update on new four-year Area Plan process – Elaine Clark
6. Receive update on plan to switch service unit vendors from WellSky to RTZ beginning in July 2020 – Elaine Clark
7. Receive update on Napa Ombudsman recruitment status – Elaine Clark -- **Handout**
8. Review new N/S AAA logo prior to sending to Napa and Solano Boards of Supervisors for final approval – Elaine Clark -- **Handout**
9. Form 700 Reminder to complete – Elaine Clark
10. Discuss holding the joint meeting of the Oversight Board and Advisory Council on April 27th, ask 2 people to help plan meeting – Elaine Clark

ACTION ITEMS – These items require Action by the Oversight Board; if no quorum exists, these items will be for discussion only, and they will carry over to a subsequent meeting of the Oversight Board for Action.

No Action Items this month

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled meeting of the Napa/Solano AAA Oversight Board. February 24, 2020, 10am – noon in Solano County, Board of Supervisors Chambers, 675 Texas Street, Fairfield, 94533.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes November 14, 2019

Location: Napa County Board of Supervisors Chambers
1195 3rd Street, Suite 310, Napa, CA 94559

Date: Monday, November 14, 2019

Time: 10:00 am – 11:00 am

Attendees: Monica Brown, Steve Sillen, Liz Alessio, Elizabeth Patterson, Xavia Hendricksz, Heather Stanton

Call to Order – 10:03 am; roll call, quorum present

Approval of Agenda moved, seconded, and approved.

Approval of Minutes from October 28, 2019, moved, seconded, and approved.

Reports

- Report on 2019-2020 Budget from Jay Peno
- Update on 2020-2021 RFP Process from Elaine Clark
 - Review Team recommended the following
 - Home Modifications
 - Meals on Wheels Solano County to handle Solano
 - Share the Care Napa Valley to handle Napa
 - Health Promotion and Disease Prevention
 - Innovative Health Solutions – current provider for SnapEd

Action Items

- Vote to approve Service Provider Recommendations for Fall Prevention/Home Modifications and Health Promotion. Moved, seconded, and approved.

Board Member Comments

- Heather Stanton request for a future joint meeting with Advisory Council
- Elizabeth Patterson – Carquinez Village requests
 - convening on topic of aging in community,
 - modify ordinances/building permits to focus on universal building standards
- Monica Brown attended Homeless Policy Summit in Sacramento – Santa Clara and San Bernardino model, house the Veterans

Meeting adjourned at 10:56 am

NAPA/SOLANO AREA AGENCY ON AGING



A Tradition of Stewardship
A Commitment to Service



ANNUAL UPDATE

Presented by: Joyce Goodwin,
Executive Director

Date: January 27, 2020

NAPA/SOLANO AREA AGENCY ON AGING ASSISTANCE – ADVOCACY - ANSWERS

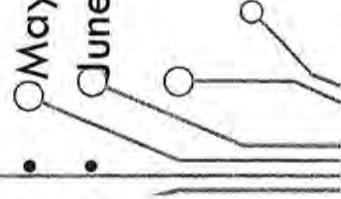
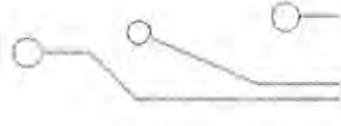
2018

- May 1, 2018 Area Agency on Aging Serving Napa and Solano notified CDA would cease to operate June 30, 2018
- May 22, 2018 Napa / Solano BOS sent letter of intent to CDA to seek designation for PSA 28
- July 1, 2018 CDA took control of PSA 28
- August 7, 2018 Emergency contracts in place by CDA, new PSA 28 JEPA concepts
- August 28, 2018 JEPA signed; Solano lead
- September 25, 2018 Solano BOS allocated 3.0 FTE's N/S AAA staff
- December 4, 2018 Solano Oversight Board members appointed
- December 10, 2018 1st Oversight Board Meeting held
- December 30, 2018 CDA contracts expired

NAPA/SOLANO AREA AGENCY ON AGING ASSISTANCE – ADVOCACY - ANSWERS

2019

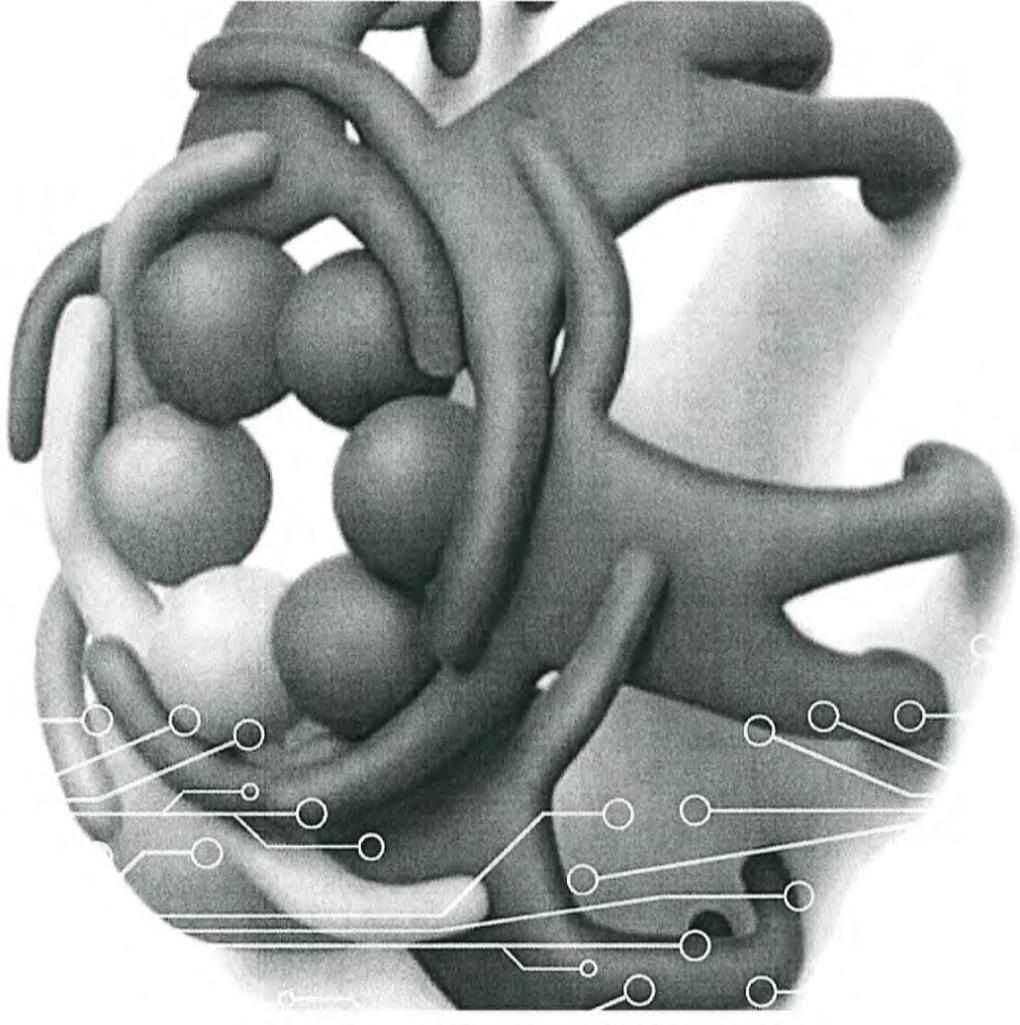
- January 1, 2019 New Napa/ Solano Area Agency on Aging (PSA28)
- January 22, 2019 Oversight Board adopted by-laws; accepted unanticipated SNAP-Ed funds (\$83,579)
- January 2019 3 FTE's N/S AAA staff hired
- April 23, 2019 Area Plan update final year 2016-20, waived bid requirements for contracts FY 2019/20
- May 7, 2019 CDA contract \$2,740,058 FY2019/20
- May 17, 2019 1st meeting Advisory Council on Aging
- June 25, 2019 CDA funds distributed to contractors for FY 2019/20



NAPA/SOLANO AREA AGENCY ON AGING ASSISTANCE – ADVOCACY - ANSWERS

2019 continued

- July 23, 2019 Cal Fresh expansion (\$42,123)
- August 13, 2019 Napa Ombudsman contract to PSA4 (\$142,004)
- September 24, 2019 Advisory Council Bylaws adopted; SNAP-Ed contract with CDA (\$90,472 federal fiscal year)
October 1, 2019- September 30, 2020
- October 22, 2019 1st amendment CDA contract (\$2,833,629) ombudsman services for the period November 1, 2019 through June 30, 2020;
Area Plan goals 2020/24 to Oversight Board
New RFP's released for FY2020/21
- November 2019 RFP committee review, RFP's continue FY2020/21
- December 2019



AREA PLAN GOALS

- **Enhance Community Based Care and Support Systems**
- **Increase Public Awareness of Local Services/Resources**
- **Promote Community Involvement**

Funding Distribution

Fiscal Year - July 1, 2019 - June 30, 2020

26.51% Napa

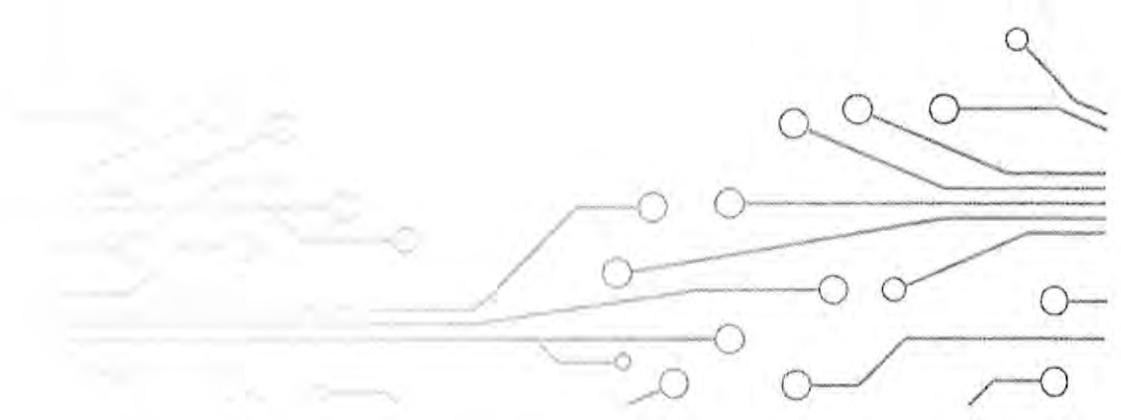
73.49% Solano

Fiscal Year - July 1, 2020 - June 30, 2021 (Proposed)

26.17% Napa

73.83% Solano

CDA data team prepares distribution



Jan 1, 2019 -
June 30, 2019
Funding

Renewed CDA
'Emergency'
Contracts

Solano **64.02%**
 \$1,163,516

Napa **35.98%**
 \$653,946

July 1, 2019 -
June 30, 2020
Funding

'Emergency'
Contracts
Continued by
new PSA 28

Solano **62.93%**
\$1,783,154

Napa **37.07%**
\$1,050,476

July 1, 2020-
June 30, 2021
Funding

PROPOSED

**CDA data of
12/4/2019**

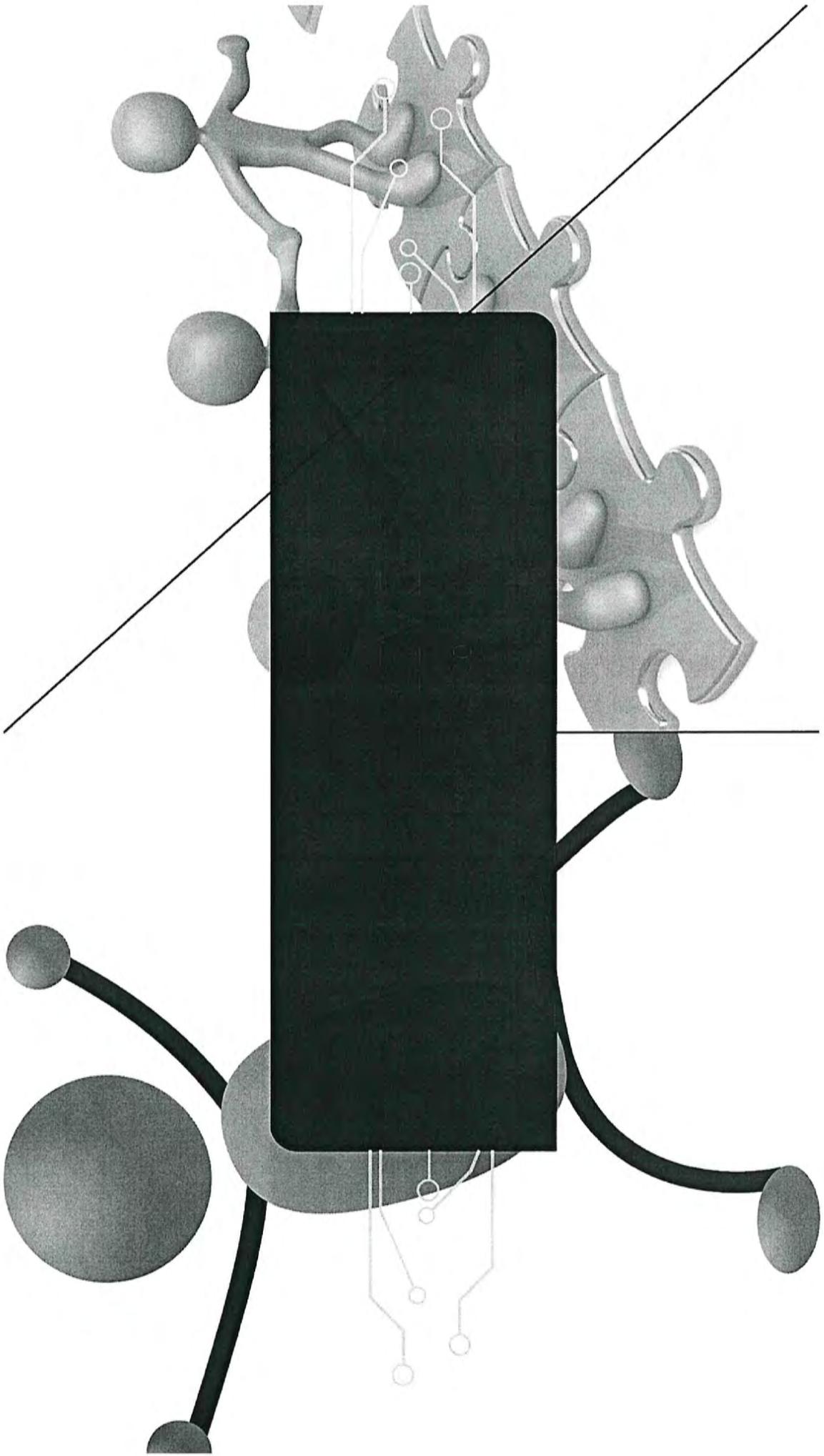
Current JEPA

Solano 73.49%

Solano 73.83%

Napa 26.51%

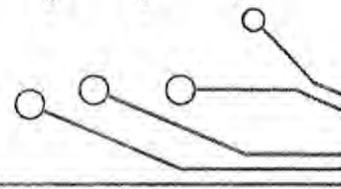
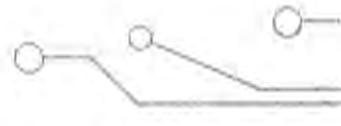
Napa 26.17%



SOLANO COUNTY SERVICE TOTALS

JULY 1, 2019 – DECEMBER 30, 2019 (6 MONTHS)

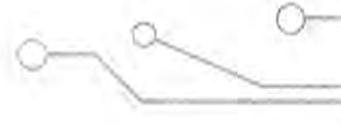
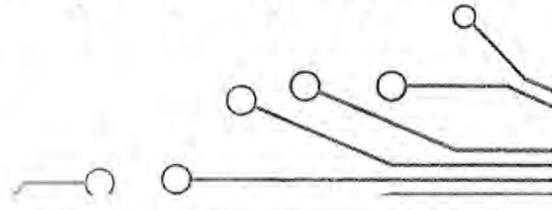
SERVICE	SERVICE UNITS	% GOAL
• Information and Assistance	328 contacts	33%
• Alzheimer's Caregiver Assistance	298 contacts	68%
• Legal Services	682 hours	44%
• Visiting	7840 hours	68%
• Rides	6,813 rides	242%
• Home Delivered Meals	109,998 meals	67%
• Congregate Meals	16,286 meals	63%
• Family Caregiving Assistance	1,505 contacts	113%

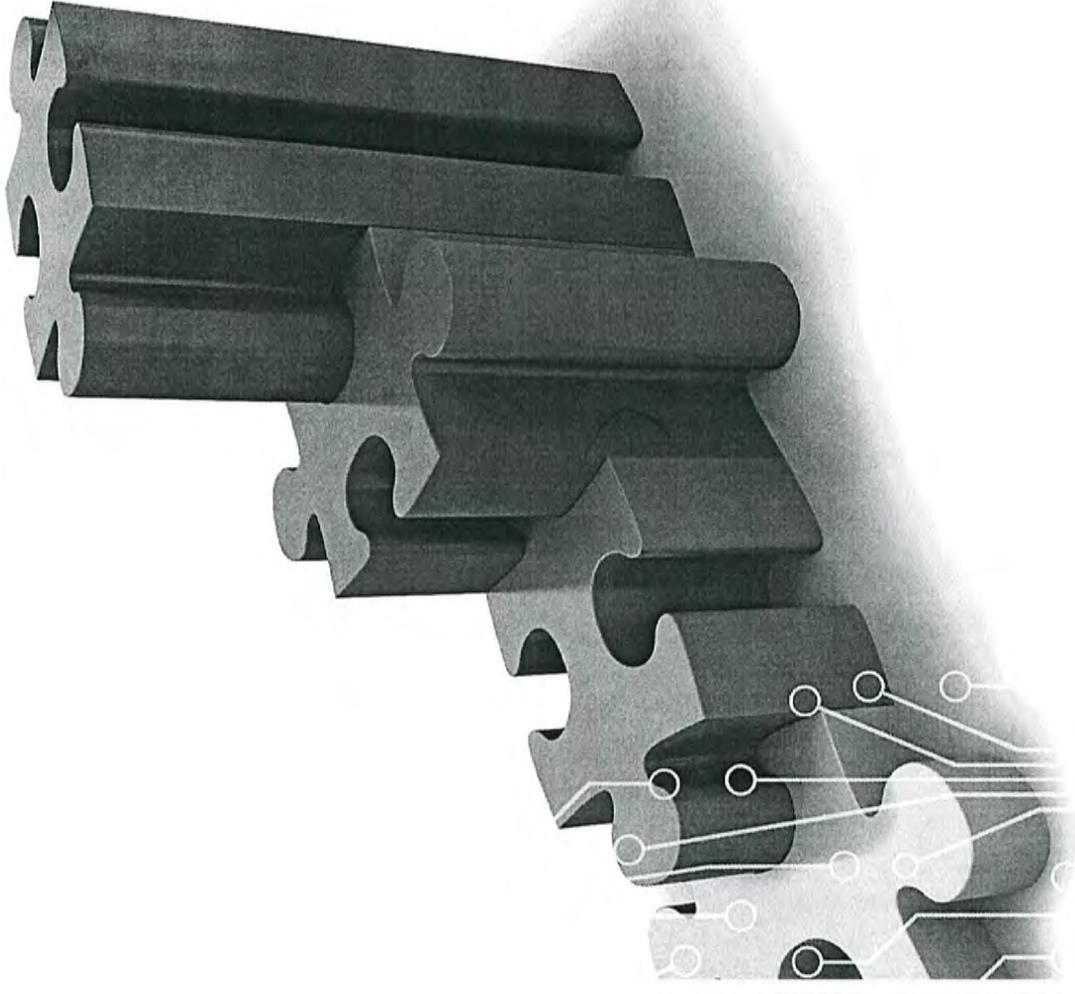


NAPA COUNTY SERVICE TOTALS

JULY 1, 2019 – DECEMBER 31, 2019 (6 MONTHS)

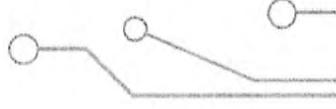
SERVICE	SERVICE UNITS	% GOAL
• Information and Assistance	2,271 contacts	114%
• Legal Services	682 hours	91%
• Visiting	1,504 hours	57%
• Rides	1,632 rides	52%
• Family Caregiving Support	2,041 contacts	89%
• Home Delivered Meals	45,186 meals	50%
• Congregate Meals	10,899 meals	37%



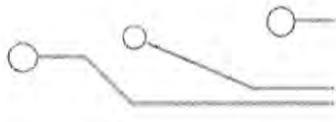


NEXT STEPS

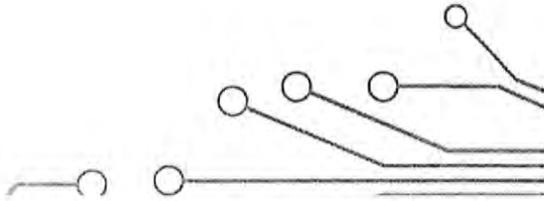
1. Award contracts for FY2020/21
2. Complete Area Plan 2020/24
3. Create new N/S AAA website
4. Host listening sessions



THANK YOU!



QUESTIONS ?



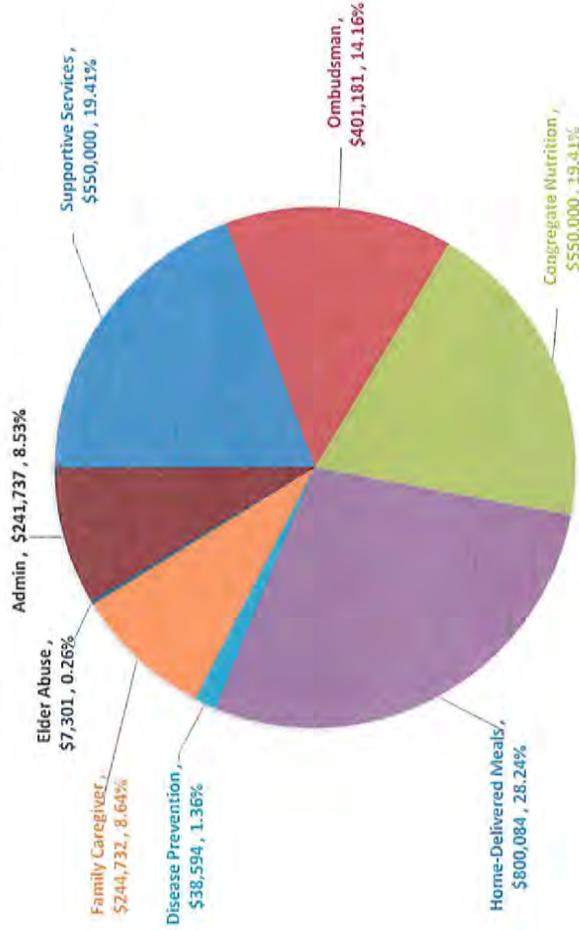
**PLANNING AND SERVICE AREA (PSA) 28
NAPA/SOLANO AREA AGENCY ON AGING
FISCAL REPORT AS OF: December 2019**

PART I: FY 19-20 AP - PSA 28

A. TOTAL FEDERAL & STATE FUNDING (Funding Level and Allocation Status) As of: December 2019

	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Admin	Total
Updated Baseline (Inc. Transfers)	\$ 550,000	\$ 386,726	\$ 550,000	\$ 800,084	\$ 38,594	\$ 244,732	\$ 7,301	\$ 241,737	\$ 2,819,174
One Time Only (OTO)	-	14,455	-	-	-	-	-	-	14,455
*Total Funding - AP1920-28	\$ 550,000	\$ 401,181	\$ 550,000	\$ 800,084	\$ 38,594	\$ 244,732	\$ 7,301	\$ 241,737	\$ 2,833,629
Allocated Funds	\$ 550,000	\$ 401,181	\$ 550,000	\$ 800,084	\$ 38,594	\$ 244,732	\$ 7,301	\$ 241,737	\$ 2,833,629
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AP1920-28 TOTAL FUNDING BY SERVICE TYPE



*Total funding includes Amendment 1 Ombudsman State funding increase of \$93,571 (\$63,244 Solano / \$30,327 Napa)

B. CONTRACT FUNDING ALLOCATIONS BY SERVICE AREA

As of: December 2019

Service Area	Supportive Services	*Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Admin	Total	% to Total
Napa	\$ 270,000	\$ 165,030	\$ 200,000	\$ 270,084	\$ -	\$ 85,000	\$ 7,301	\$ -	\$ 997,415	35.20%
Solano	280,000	236,151	350,000	530,000	-	159,732	-	-	1,555,883	54.91%
Both	-	-	-	-	38,594	-	-	241,737	280,331	9.89%
Total	\$ 550,000	\$ 401,181	\$ 550,000	\$ 800,084	\$ 38,594	\$ 244,732	\$ 7,301	\$ 241,737	\$ 2,833,629	100.00%

Service Area	Contracts Serving Napa or Solano		Contracts Serving Both Counties **		Total	%
	Amount	%	Amount	%		
Napa	\$ 997,415	39.06%	\$ 74,316	26.51%	\$ 1,071,731	37.82%
Solano	1,555,883	60.94%	206,015	73.49%	1,761,899	62.18%
Total	\$ 2,553,298	100.00%	\$ 280,331	100.00%	\$ 2,833,630	100.00%

**Percentage of allocations based on prorated share of population served in each County as Provided by California Department of Aging (2018 Data)

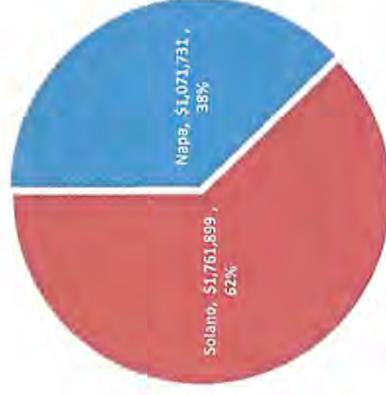
County	Population	%
Napa	36,069	26.51%
Solano	99,982	73.49%
Total	136,051	100.00%

POPULATION



*Amounts include Amendment 1 \$93,571 increase in State Ombudsman funding (\$63,244 Solano / \$30,327 Napa)

CONTRACT FUNDING PER SERVICE AREA



C. CONTRACT STATUS AND ACTUAL EXPENDITURES

As of: December 2019

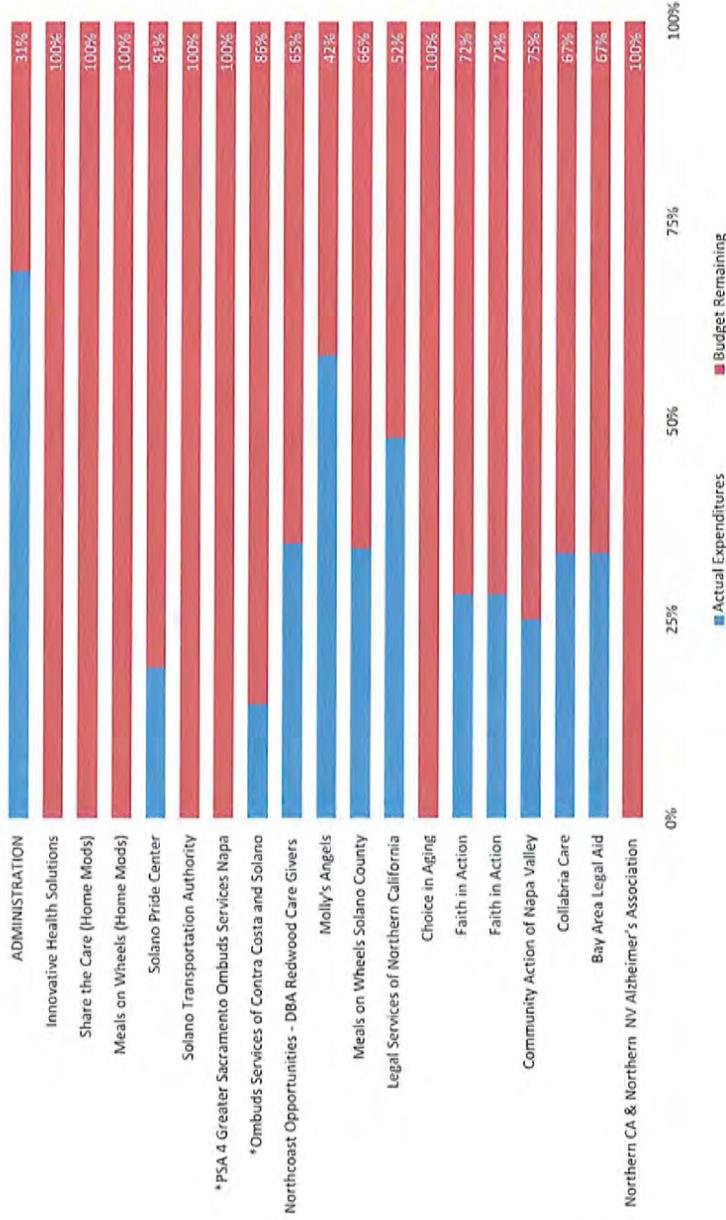
Provider	Service Area	Status	Total Budget Allocation	Claims Paid As of Dec 2019	Budget Remaining	Services
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	24,732	-	24,732	Family Caregiver
Bay Area Legal Aid	Napa	Executed	50,000	16,667	33,333	Supportive Services: Legal Services
Collabria Care	Napa	Executed	215,000	71,664	143,336	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley	Napa	Executed	470,084	117,522	352,562	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Both	Executed	15,000	4,228	10,772	Disease Prevention: Fall Prevention
Faith in Action	Solano	Executed	110,000	31,004	78,996	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and Assistance
Choice in Aging	Solano	Executed	50,000	-	50,000	Family Caregiver
Legal Services of Northern California	Solano	Executed	60,000	28,731	31,269	Supportive Services: Legal Services
Meals on Wheels Solano County	Solano	Executed	880,000	299,156	580,844	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels	Napa	Executed	75,000	43,691	31,309	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	Executed	85,000	29,402	55,598	Family Caregiver
*Ombuds Services of Contra Costa and Solano	Solano	Executed	236,151	33,889	202,262	Supportive Services and Elderly Abuse Prevention
*PSA 4 Greater Sacramento Ombuds Services Napa	Napa	Executed	172,331	-	172,331	Ombudsman Services
Solano Transportation Authority	Solano	Executed	50,000	-	50,000	Supportive Services: Transportation
Solano Pride Center	Solano	Executed	25,000	4,737	20,263	Case Management, Peer Counseling, Telephone Reassurance
Meals on Wheels (Home Mods)	Solano	Executed	35,000	-	35,000	Residential Repairs and Home Modifications
Share the Care (Home Mods)	Napa	Executed	15,000	-	15,000	Fall Prevention and Health Promotion
Innovative Health Solutions	Both	Executed	23,594	-	23,594	IID Disease Prevention: Fall Prevention
DIRECT SERVICES			\$ 2,591,892	\$ 680,690	\$ 1,911,202	
Napa / Solano Area Agency on Aging	Both		-	211,737	153,933	Administration
Stella Wu-Chu	Both	Executed	30,000	12,250	17,750	Administration: Senior Nutrition Counseling
ADMINISTRATION			\$ 241,737	\$ 166,183	\$ 75,554	
GRAND TOTAL			\$ 2,833,629	\$ 846,873	\$ 1,986,756	

Pending Status:

- (1) Awaiting contractor's signature
- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

Note: *Amounts include Amendment 1 \$93,571 increase in Ombudsman funding (\$63,244 Solano / \$30,327 Napa)

Percentage (%) of Actual Expenditures to Annual Budget
Administration and Contracted Direct Services



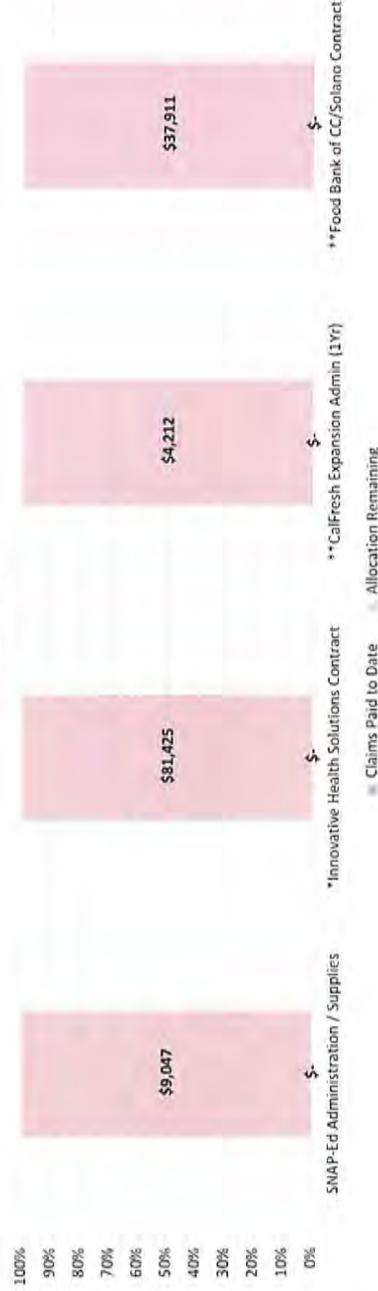
PART II: FY 19-20 SNAP-Ed & CalFresh Expansion

TOTAL FEDERAL & STATE FUNDING (Funding Level, Allocation Status and Claims Paid)

As of: December 2019

	Total Funding	Allocated Funds	Unallocated Funds	Claims Paid to Date	Allocation Remaining
SNAP-Ed Administration / Supplies	\$ 9,047	\$ 9,047	\$ -	\$ -	\$ 9,047
*Innovative Health Solutions Contract	\$ 81,425	\$ 81,425	\$ -	\$ -	\$ 81,425
**CalFresh Expansion Admin (1Yr)	\$ 4,212	\$ 4,212	\$ -	\$ -	\$ 4,212
**Food Bank of CC/Solano Contract	\$ 37,911	\$ 37,911	\$ -	\$ -	\$ 37,911
Total Funding	\$ 132,595	\$ 132,595	\$ -	\$ -	\$ 132,595

Chart Title



*The contractor "Innovative Health Solutions" will coordinate and provide Tai Chi for Arthritis and Fall Prevention program training, Bingo/exercise and movement for seniors, and senior nutrition instruction to promote healthy food and drink choices, and coordinate with our SNAP-Ed partners to increase access & resources for evidence-based physical, and nutritional activities for seniors.

**The 1yr contract with the Food Bank of CC/Solano is structured to provide information and assistance to SSI recipients in applying for previously unavailable CalFresh/SNAP-Ed benefits (this is one-time/1year funding).

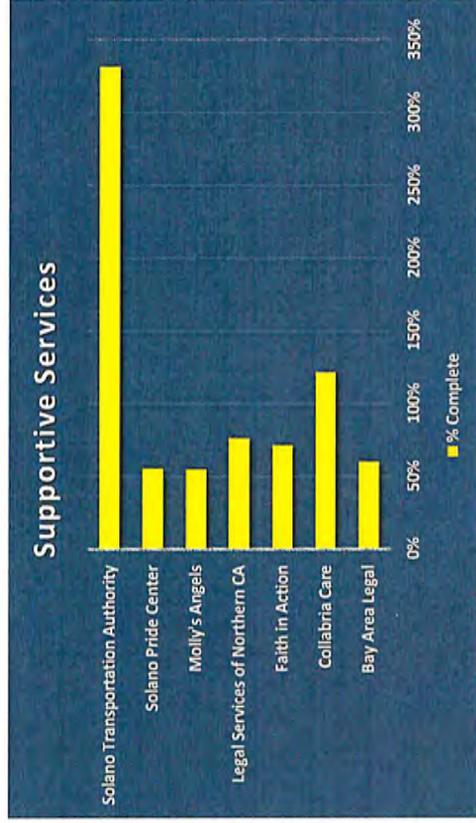
PLANNING AND SERVICE AREA (PSA) 28
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Provider	Service Area	Contract Status	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Administration	Total Budget	Claims Paid	Balance Remaining	Details of Services
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,732	\$ -	\$ -	\$ 24,732	\$ -	\$ 24,732	Family Caregiver
	Napa	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 16,667	\$ 33,333	Supportive Services: Legal Services
Colubria Care	Napa	Executed	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ 215,000	\$ 71,664	\$ 143,336	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
	Napa	Executed	\$ -	\$ -	\$ 200,000	\$ 270,084	\$ -	\$ -	\$ -	\$ -	\$ 470,084	\$ 117,522	\$ 352,562	Caregiver: Information Services, Access Assistance, Support Services, Respite Care
Community Action of Napa Valley	Both	Executed	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 4,228	\$ 10,772	Disease Prevention: Fall Prevention
	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and
Faith in Action	Solano	Executed	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 31,004	\$ 78,996	Assistance
	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	Family Caregiver
Legal Services of Northern California	Solano	Executed	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 28,731	\$ 31,269	Supportive Services: Legal Services
	Solano	Executed	\$ -	\$ -	\$ 350,000	\$ 530,000	\$ -	\$ -	\$ -	\$ -	\$ 880,000	\$ 299,156	\$ 580,844	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels	Napa	Executed	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 43,671	\$ 31,329	Supportive Services: Transportation and Telephone Reassurance
	Napa	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Northwest Opportunities - OBA Redwood	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ 85,000	\$ 29,402	\$ 55,598	Family Caregiver
	Solano	Executed	\$ -	\$ 236,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 236,151	\$ 33,889	\$ 202,262	Supportive Services and Elderly Abuse Prevention
*Ombuds Services of Contra Costa and Solano	Solano	Executed	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ 7,301	\$ -	\$ 172,331	\$ -	\$ -	Ombudsman Services
	Napa	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
*PSA 4 Greater Sacramento Ombuds Services Napa	Solano	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	Supportive Services: Transportation
	Solano	Executed	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 4,737	\$ 20,263	Supportive Services
Solano Transportation Authority	Solano	Executed	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	Supportive Services: Home Meals
	Solano	Executed	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	Supportive Services: Home Meals
Share the Care (Home Meals)	Napa	Executed	\$ -	\$ -	\$ -	\$ 23,594	\$ -	\$ -	\$ -	\$ -	\$ 23,594	\$ -	\$ -	Supportive Services: Fall Prevention
	Napa	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 12,250	\$ 17,750	Administration: Senior Nutrition Counseling
Innovative Health Solutions	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Stella Wu-Chu	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Napa / Solano Area Agency on Aging	Both	Executed	\$ 550,000	\$ 401,181	\$ 550,000	\$ 800,084	\$ 34,594	\$ 244,732	\$ 7,301	\$ -	\$ 2,117,737	\$ 353,953	\$ 1,763,784	Administration
	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total														

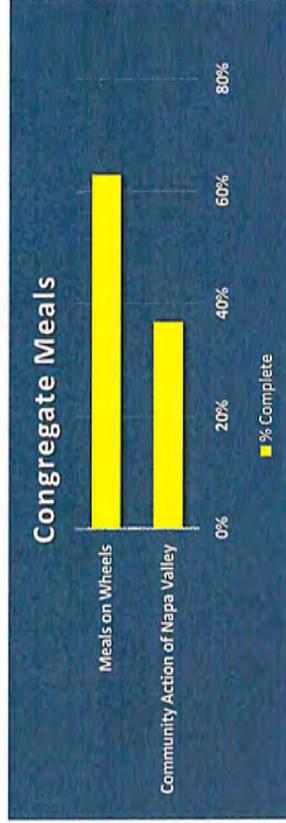
Pending Status:
 (1) Awaiting contractor's signature
 (2) Awaiting scope of work and budget documents
 (3) Request for Proposal (RFP)
 Note: *Amount include Amendment 1 \$99,271 increase in Ombudsman Funding (\$63,244 Solano / \$36,027 Napa)

NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS 2ND QTR REPORT
 07/01/2019 - 12/31/2019

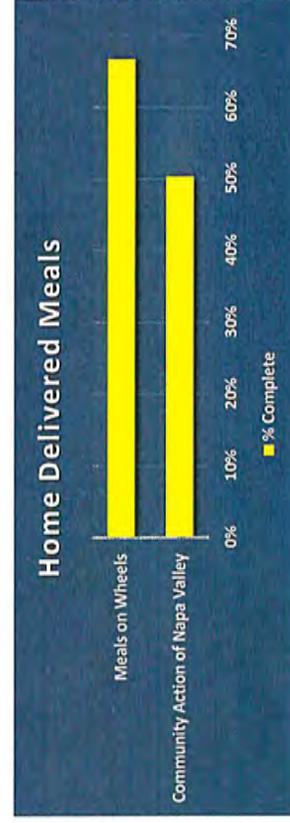
Supportive Services			
Contractors	Units Completed	Contract Goals	% Complete
Bay Area Legal	448	750	60%
Collabria Care	4,773	3,933	121%
Faith in Action	11,201	15,776	71%
Legal Services of Northern CA	1,116	1,469	76%
Molly's Angels	3,136	5,760	54%
Solano Pride Center	203	368	55%
Solano Transportation Authority	4,971	1,500	331%
Grand Total	25,848	29,556	87%



Congregate Meals			
Contractors	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	10,899	29,700	37%
Meals on Wheels	16,286	25,886	63%
Grand Total	27,185	55,586	49%

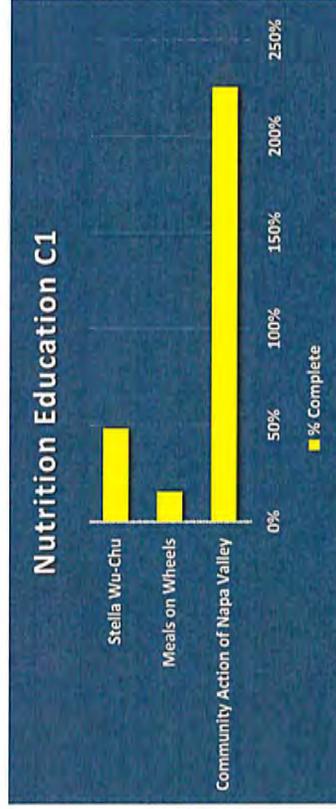


Home Delivered Meals			
Contractors	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	45,186	89,900	50%
Meals on Wheels	109,998	165,090	67%
Grand Total	155,184	254,990	61%

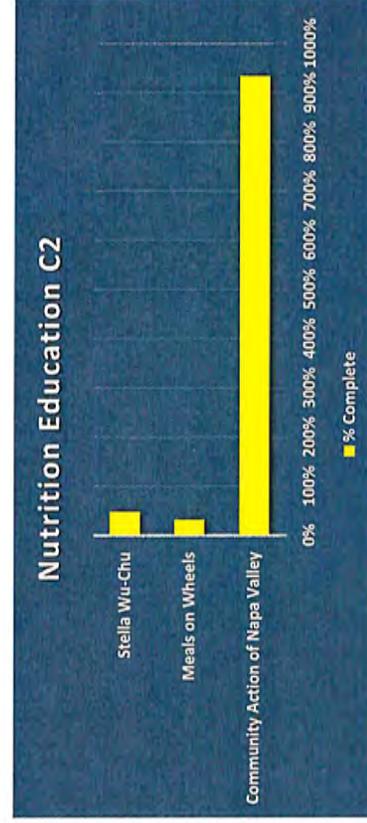


NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS 2ND QTR REPORT
 07/01/2019 - 12/31/2019

Contractors	Nutrition Education Congregate Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	451	200	226%
Meals on Wheels	620	4,000	16%
Stella Wu-Chu	73	150	49%
Grand Total	1,144	4,350	26%

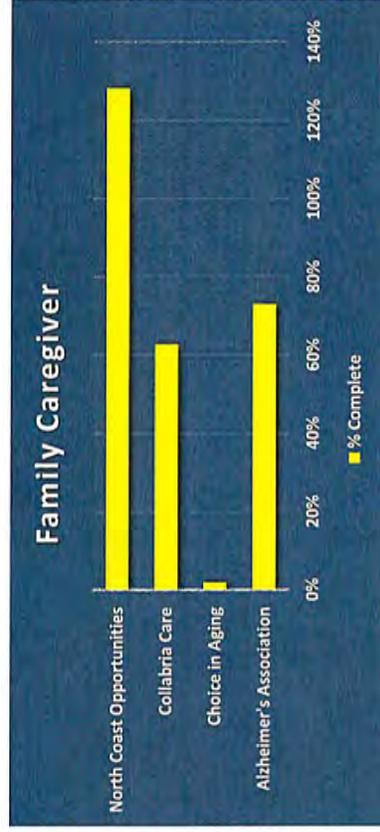


Contractors	Nutrition Education Home Delivered Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	1,869	200	935%
Meals on Wheels	2,910	9,000	32%
Stella Wu-Chu	73	150	49%
Grand Total	4,852	9,350	52%



NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS 2ND QTR REPORT
 07/01/2019 - 12/31/2019

Contractors	Family Caregiver		
	Units Completed	Contract Goals	% Complete
Alzheimer's Association	305	418	73%
Choice in Aging	24	1,230	2%
Collabria Care	1,701	2,714	63%
North Coast Opportunities	1,505	1,174	128%
Grand Total	3,535	5,536	64%



Contractors	Fall Prevention		
	Units Completed	Contract Goals	% Complete
Faith in Action	613	676	91%
Grand Total	613	676	91%



Notes:

Ombudsman Program activities are reported directly to the Office of State Ombudsman by Napa Ombudsman and Ombudsman Services of Contra Costa. Elder Abuse Prevention Program activities are reported on a quarterly basis by completing CDA 1037 Elder Abuse Prevention Quarterly Report. PSA 4 Napa Long Term Care Ombudsman distributed a total of 850 educational materials and served a total of 730 individuals for the first and second quarter.

Amendment 2 -- Recommended Expenditure Plan

15-Jan-20

\$491,498

Provider	Service	Title	Amount
Meals on Wheels	Home Delivered Meals	IIIC - 2 Home Delivered Meals	\$234,787
	Congregate Meals	IIIC-1 Congregate Meals	\$141,317
Innovative Health Solutions	Health Education	IIID Disease Prevention	\$9,054
Redwood Caregivers	Respite, Outreach, Support	IIIE Family Caregiving	\$42,764
Ombudsman CC Sol Services	Elder Abuse Prevention and Ombudsman	VII Elder Abuse Prevention and Ombudsman	\$4,985
Solano Pride Center	Case Management, Outreach, Transportation, Visiting	IIIB Support Services	\$59,409



A Tradition of Stewardship
A Commitment to Service

NAPA / SOLANO AREA AGENCY ON AGING

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RFP Selections:

2020-2021 Ombudsman, Support Services (Case Management, I&A, Chore, Outreach), Family Caregiver

1.17.2020

Recommendations

Ombudsman -- \$375,565 (\$203,234 Solano / \$172,331 Napa)

- Ombudsman Services of Contra Costa and Solano
- Molly's Angels

IIIB Support Services (Case Management, Information & Assistance, Chore, Outreach) -- \$150,000 (\$105,000 Solano / \$45,000 Napa)

- Meals on Wheels Solano – \$85,000, Solano (Case Management, Information and Assistance)*
- Collabria Care -- \$45,000 Napa (Case Management, Information and Assistance, Chore, Outreach)

*Meals on Wheels only requested a portion of the funding and did not specify Outreach to the LGBTQI community. No other Solano County providers applied. N/S AAA will seek additional provider for Outreach portion as this is a current and necessary service.

IIIE Family Caregiver Support – \$244,732 (\$170,732 Solano / \$74,000 Napa)

- Redwood Caregivers/North Coast Opportunities -- \$115,732
- Alzheimer's Association -- \$30,000
- Innovative Health Solutions – \$25,000 (Grandparents)
- Collabria Care -- \$74,000 Napa

Overview of Process

Request for Proposals (RFPs) were created and sent out using the Solano County Procurement process.

- RFPs were released on and Public Purchase website. RFPs were also sent via email to multiple lists.
- Bidders conferences were held (non-mandatory).
- Proposals were received and reviewed for minimum requirements by the Procurement team. Procurement team included people from both Solano and Napa counties.
- Review Team met, reviewed, discussed, and scored all qualified applicants.



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- Scoring sheets were tabulated, reviewed, and accepted by the Procurement team

Review Team

- 2 Napa Residents (1 ACOA member and 1 Napa County employee)
- 2 Solano Residents (1 ACOA member, 1 AAA staff person)

Scoring Areas

- General Qualifications
- Scope of Work
- Budget

MOLLY'S ANGELS AND NAPA/SOLANO AREA AGENCY ON AGING

Job Description Long-Term Care Ombudsman Program Coordinator

DATE OF ISSUE: JANUARY 21, 2020

CLASSIFICATION: FULL TIME

LOCATION: NAPA COUNTY

AGENCY DESCRIPTION:

Molly's Angels broad description of services/mission

NAPA/SOLANO AREA AGENCY ON AGING DESCRIPTION:

Napa/Solano Area Agency on Aging (N/S AAA) contracts with Molly's Angels to provide the Long-Term Care Ombudsman Program services to people living in Napa County. The mission of the N/S AAA is to create and support opportunities that enhance the lives of older adults and their families to be safe, healthy, and independent.

PROGRAM DESCRIPTION:

The Long-Term Care Ombudsman Program (LTCOP) provides advocacy and assistance to older adults and dependent adults residing in long-term care facilities within Napa County. Services are provided by paid staff and volunteers certified by the Office of the State Long-Term Care Ombudsman (OSLTCO). The primary activity of the LTCOP is to support county residents living in licensed long-term care settings by attempting to resolve concerns and complaints about their care and quality of life.

POSITION SUMMARY:

Under administrative direction from Molly's Angels the Ombudsman Program Coordinator has primary responsibility for the overall management and day-to-day operations of the Long-Term Care Ombudsman Program, including supervision of all paid staff and volunteers. The Coordinator must ensure compliance with laws, regulations and policies and procedures required by the federal Older Americans Act, the Older Californians Act, the OSLTCO, and N/S AAA.

DUTIES:

- Supervise the activities of all Ombudsman representatives (staff and volunteers).
- Create and maintain a plan for recruitment, screening, training, supervision, and retention of volunteers; provide at least annual recruiting, training, and certification opportunity for potential volunteers.
- Create and maintain a plan for individual and group recognition of service and accomplishments throughout the year; provide an annual volunteer recognition activity with input from volunteers.

- Determine budget priorities, participate in budget preparation and be regularly informed during each funding cycle about the status of program allocations and expenditure or the need for budget adjustments.
- Coordinate and share information with the OSLTCO and N/S AAA.
- Notify the OSLTCO assigned program analyst about: staffing changes, complex cases, situations with potential legal implications, emerging issues and patterns with statewide impact.
- Consult with the OSLTCO assigned program analyst about: confidentiality provisions, conflict of interest, laws and regulations governing the program and LTC facilities, issues with Ombudsman representatives, and any other program issues.
- Ensure that program staff and volunteers comply with all confidentiality laws.
- Training and Certification: Conduct regular meetings with staff and volunteers to provide opportunities for case review, education and training, and to transmit information from the OSLTCO.
- Assure and document certification requirements for all paid and volunteer Ombudsman representatives, including 36 hours of certification training, mentored field service with an experienced Ombudsman, and annual continuing education hours.
- Ensure completion of criminal background clearance for all Ombudsman applicants prior to certification; follow the OSLTCO policy on certification and decertification as specified in the California Department of Aging's Program Memo PM 12-05(P).
- Facility Coverage:
 - Establish and maintain a regular and ongoing presence of Ombudsman representative in skilled nursing facilities, intermediate care facilities, and residential care facilities for the elderly.
 - Develop and maintain a current facility coverage plan outlining Ombudsman presence; the plan shall match the local area and needs.
 - Maintain facility files which include appropriate materials for use by the program and has a basis for informing the public about the facility.
- Complaint Management:
 - Ensure the appropriate receipt, investigation, documentation and resolution of complaints made by, and on behalf of, LTC facility residents.
 - Develop and maintain a policy for complaint management that incorporates the current policies of the OSLTCO.
 - Coordinate with other agencies as necessary in responding to complaints, such as the local offices of the Department of Social Services, Community Care Licensing Division; the Department of Public Health, Licensing and Certification Program; Department of Justice, Bureau of Medi-Cal Fraud and Elder Abuse; and/or local law enforcement.
- Ensure that LTC facility residents have regular and timely access to Ombudsman services and receive timely responses to their complaints; designate at least one alternate certified Ombudsman representative to be available at all times to take after-hours referrals from the state's 24-hour CRISISline operators.
- Comply with data reporting requirements as described in the National Ombudsman Reporting System (NORS) and the OSLTCO; Ombudsman Data Integration Network (ODIN) reporting system.

- Develop adequate resources to assist LTC residents, their families and friends, care providers, and members of the community with information about available community resources, residents' rights, and other LTC issues.
- Train and register Ombudsman representatives in the witnessing of Advance Health Care Directives and property transfers; witnessing services will be provided as requested for resident of skilled nursing facilities and other long-term health-care facilities, respectively.
- Additional responsibilities as resources and program priorities permit:
 - Assist residents and their families in the development of family councils and participate in resident council meetings, as requested by residents.
 - Attend Citation Review Conferences to advocate for residents when requested.
 - Provide public information to interested persons about local LTC facilities and how to select an appropriate facility.
- Elder Abuse Prevention: Activities include elder abuse prevention training sessions, distribution of educational materials, and system development activities; mandated reporting responsibilities.
- Coordinated System Development: participate in local system development activities such as participation in the local Multi-Disciplinary Team (MDT), the Fiduciary Abuse Specialist Team (FAST), and the Elder Death Review Team (EDRT).

QUALIFICATIONS:

- Experience in management or leadership of community programs/organizations
- Experience with investigative or conflict resolution services.
- Knowledge of gerontology and aging programs, including the Older Americans Act, and Older Californians Act.
- Knowledge and experience in the field of Long-term care, including laws and regulations governing LTC facilities.
- Experience in recruiting, screening, training, and retaining volunteers.
- Interest and commitment to services to older adults; general understanding of the normal aging process and of the common needs/concerns of older adults age 60-100 and their partners or family caregivers.
- Participation in design and implementation of program policies and procedures.
- Experience working with a diverse population including people with various disabilities, older adults and their families.
- Experience in gathering, categorizing, processing, and analyzing data efficiently and accurately.

REQUIREMENTS:

In order to provide essential leadership and motivation to LTC Ombudsman staff and volunteers, the Coordinator must:

- Apply for and receive a criminal background clearance from the California Department of Justice (CA DOJ) and the Federal Bureau of Investigation (FBI).
- Be free of conflicts of interest.
- Complete the requisite 36 hours of OSLTCO Ombudsman Certification Training and be granted certification by the State LTC Ombudsman.
- After the hiring agency decides on a candidate for LTCOP Coordinator, work with the sponsoring agency to apply for Program Coordination designation by the State LTC Ombudsman.

- Attend the New Coordinator Training provided by the Office of the State Long-Term Care Ombudsman (OSLTCO).
- Attend biannual training conferences and other sponsored activities for LTCOP Coordinators as directed by the State LTC Ombudsman.

EDUCATION:

- Master's degree (preferred), or bachelor's degree with major course work in gerontology, social work, social planning, or related field.

SKILLS REQUIRED:

- Computer skills to maintain and report data, work with web-based systems, and use Microsoft Office products such as Word, Excel, Access, Outlook and PowerPoint.
- Excellent verbal and written communication and strong interpersonal skills.
- Strong analytical, critical thinking and decision-making skills.
- Ability to prioritize multiple tasks and meet deadlines.

ADDITIONAL REQUIREMENTS:

- Must be a certified LTC Ombudsman or eligible for and able to complete OSLTCO requirements to obtain certification from the State Long-Term Care Ombudsman.
- Possession of valid California driver's license; access to vehicle.
- Proof of automobile liability insurance.
- Willingness to travel within the Napa County planning and service area.
- Willingness to attend training relative to duties assigned by the Office of the State LTC Ombudsman or sponsoring agency.
- Willingness to work additional hours occasionally as required to meet residents' needs, or program deadlines.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is generally required to sit, use hands, type, write reports, and talk or hear. The employee is frequently required to reach with hands and arms. The employee is occasionally required to stand, walk, stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, ability to adjust focus, and ability to see color.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS





NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, April 27, 2020
10:00 am to 12:00 pm (noon)

Virtual Meeting

Phone: 415/655-0001

Access Code: 281-879-002

NAPA/SOLANO AREA AGENCY ON AGING MEETING ROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic. The Napa/Solano Area Agency on Aging hereby provides notice that it will continue to convene its regularly scheduled public meetings of the Oversight Board and Advisory Council telephonically, as provided in the publicly posted agenda notice, and until further notice. Pursuant to the Executive Order, and to maintain the orderly conduct of the meeting, the Napa/Solano Area Agency on Aging will allow Board members and Council members to attend the meetings telephonically and to participate in the meetings to the same extent as if they were present.

Members of the public who wish to participate may participate telephonically. For members of the public who wish to participate, but not to attend telephonically, you may submit written comments on any matter within the Board or Council's subject matter jurisdiction, regardless of whether it is on the agenda for Board or Council consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Napa/Solano Area Agency on Aging staff no later than 9:00 a.m. on the morning prior to the noticed meeting. To submit written comments by email, please forward them to eclark@solanocounty.com. To submit such comments by U.S. Mail, please forward them to:

Elaine Clark

Napa/Solano Area Agency on Aging

275 Beck Avenue

Fairfield, CA 94533

All meetings are recorded.

Agenda available online at: <https://aaans.org/agendas-%26-meeting-minutes>



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



Agenda

CALL TO ORDER – 10:00am

ROLL CALL

ITEMS FROM THE PUBLIC --This portion of the meeting is your opportunity to address the Oversight Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Oversight Board. Please submit a Speaker Card. Items from the public will be taken under consideration without discussion by the Oversight Board and may be referred to staff.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM February 24, 2020 and April 16, 2020 -- Attached

REPORTS – Presented by N/S AAA staff; no Action required.

1. Receive presentation on the proposed Area Plan for 2020-2024 – **Handout**
2. Receive budget update – Jay Peno – **Handout**
3. Receive update on Choice in Aging and Innovative Health Solutions contracts – Elaine Clark

ACTION ITEMS – These items require Action by the Oversight Board; if no quorum exists, these items will be for discussion only, and they will carry over to a subsequent meeting of the Oversight Board for Action.

1. Vote to accept the CDA contract funding and subsequent additional funding amendments for 2020-2021. Initial contract funding amount is \$3,045,474 – Jay Peno
2. Vote to accept Dignity At Home Fall Prevention contract and service plan from California Department of Aging -- \$143,750 – Elaine Clark -- **Handout**
3. Vote to accept the ACOA funding recommendations for Napa services – **Handout**
4. The Oversight Board is asked to consider approving a change to the Joint Exercise of Powers Agreement (JEPA) between Napa and Solano Counties dated August 28, 2018 to provide for automatic, ongoing adjustments of funding available through California Department of Aging (CDA) and if approved, the Oversight Board will recommend to each county Board of Supervisors the ongoing automatic adjustment of the JEPA. – Joyce Goodwin
5. Vote to move May 2020 meeting to June 8th and cancel the June 22nd meeting. June 8th meeting will be held in the Napa County Board of Supervisors Chambers if the shelter in place order is lifted.

BOARD MEMBER COMMENTS

ADJOURN

Napa/Solano Area Agency on Aging Oversight Board
Meeting Minutes February 24, 2020

Location: Solano County Board of Supervisors Chambers
675 Texas Street, Fairfield, CA 94533
Date: Monday, February 24, 2020
Time: 10:00 am – 12:00 pm (noon)

Attendees: Brad Wagenknecht, Monica Brown, Liz Alessio, Beatryce Clark, Mayor Elizabeth Patterson, Steve Sillen, Heather Stanton, Joyce Goodwin, Elaine Clark

Call to Order – 10:00 am; roll call, quorum present

Approval of Agenda moved, seconded and passed.

Approval of Minutes from January 27, 2020, moved, seconded; Mayor Elizabeth Patterson abstained; passed.

Reports

- Update on County Counsel recommendations regarding changes to JEPAs funding allocation – Dan Wolk
 - Based on total population served by AAoA, Napa allocated 26.51%, Solano allocated 73.49%
- Receive budget update – Jay Peno
- Update on RFP process and proposed contractors – Elaine Clark
 - IIIB Visiting/Telephone Support has not been announced for Solano, as of yet
- Update on April joint meeting – Elaine Clark/Heather Stanton/Steve Sillen

Action Items

- Vote to approve Napa/Solano Area Agency on Aging logo – moved, seconded, approved unanimously.
- Vote to approve One-Time-Only funding recommendation – moved, seconded; opposed by Heather Stanton; approved.

Board Member Comments

- Liz Alessio thanks Elaine for attending Napa Valley Transportation meeting and presenting needs assessment findings
- Elizabeth Patterson attended Meeting of the Minds in Phoenix, AZ
- Steve Sillen thanks staff
- Monica Brown – Happy Birthday Brad Wagenknecht

Meeting adjourned at 11:23 am

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes April 16, 2020

Location: Microsoft TEAMS Meeting

Date: Thursday, April 16, 2020

Time: 10:00 am – 10:30 am

Attendees: Supervisor Brad Wagenknecht, Supervisor Monica Brown, Mayor Elizabeth Patterson, Steve Sillen, Heather Stanton, Beatryce Clark, Joyce Goodwin, Elaine Clark

Call to Order – 10:02 am; roll call, quorum present

Action Items

- Vote to recommend to the Napa County and Solano County Boards of Supervisors the CDA recommended funding percentages for Fiscal Year 2020-2021: 26.17% for Napa County, 73.83% for Solano County – moved by Supervisor Monica Brown; seconded by Steven Sillen; approved by Brad Wagenknecht, Steve Sillen, Heather Stanton, Supervisor Monica Brown, and Beatryce Clark; vote from Mayor Elizabeth Patterson was confirmed after meeting; motion approved unanimously.

Meeting adjourned at 10:17 am

PLANNING AND SERVICE AREA (PSA) 28
NAPA/SOLANO AREA AGENCY ON AGING
FISCAL REPORT AS OF: March 31, 2020

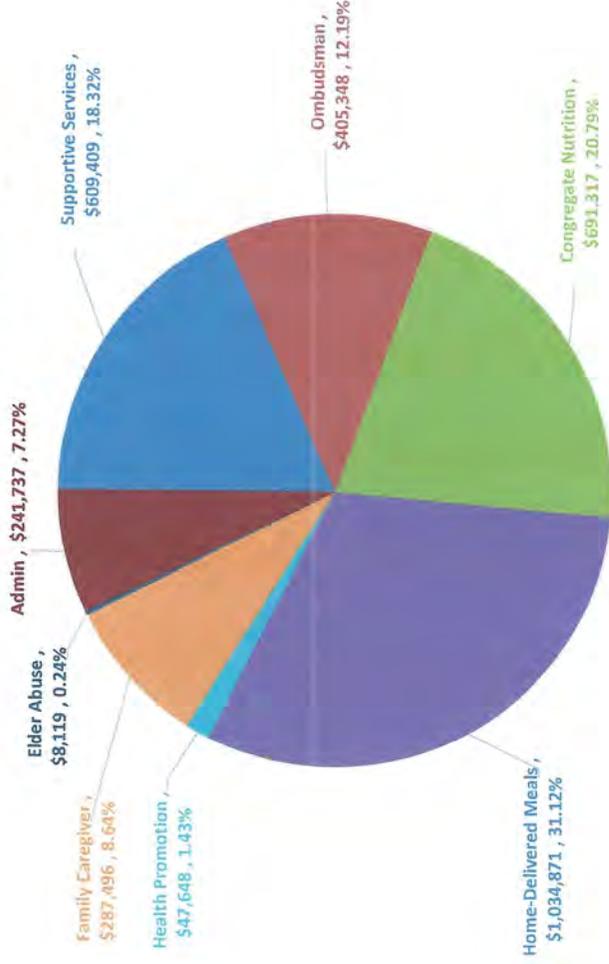
PART I: FY 19-20 AP - PSA 28

A. TOTAL FEDERAL & STATE FUNDING (Funding Level and Allocation Status)

As of: **March 31, 2020**

	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Health Promotion	Family Caregiver	Elder Abuse	Admin	Total
Updated Baseline (Inc. Transfers)	\$ 557,907	\$ 387,074	\$ 655,705	\$ 1,013,078	\$ 38,888	\$ 247,221	\$ 7,301	\$ 241,737	\$ 3,148,911
One Time Only (OTO)	51,502	18,274	35,612	21,793	8,760	40,275	818	-	177,034
*Total Funding - AP1920-28	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945
Allocated Funds	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AP1920-28 TOTAL FUNDING BY SERVICE TYPE



*Total funding includes Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Federal \$187,689 / State \$304,627)

B. CONTRACT FUNDING ALLOCATIONS BY SERVICE AREA

As of: **March 31, 2020**

Service Area	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Health Promotion	Family Caregiver	Elder Abuse	Admin	Total	% to Total
Napa	\$ 270,000	\$ 165,030	\$ 200,000	\$ 270,084	\$ -	\$ 85,000	\$ 7,301	\$ -	\$ 997,415	29.99%
Solano	339,409	240,318	491,317	764,787	-	202,496	818	-	2,039,145	61.31%
Both	-	-	-	-	47,648	-	-	241,737	289,385	8.70%
Total	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945	100.00%

Service Area	Contracts Serving Napa or Solano		Contracts Serving Both Counties **		Total	%
	Amount	%	Amount	%		
Napa	\$ 997,415	32.85%	\$ 76,716	26.51%	\$ 1,074,131	32.30%
Solano	2,039,145	67.15%	212,669	73.49%	2,251,815	67.70%
Total	\$ 3,036,560	100.00%	\$ 289,385	100.00%	\$ 3,325,946	100.00%

(Rounding Error)

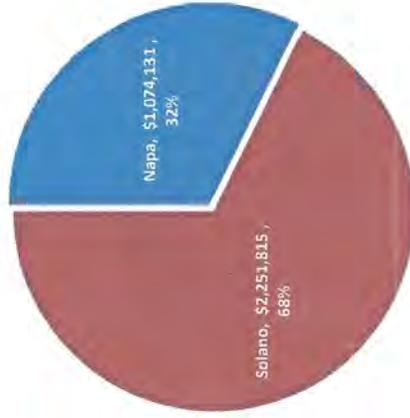
**Percentage of allocations based on prorated share of population served in each County as Provided by California Department of Aging (2018 Data)

County	Population	%
Napa	36,069	26.51%
Solano	99,982	73.49%
Total	136,051	100.00%

POPULATION



CONTRACT FUNDING PER SERVICE AREA



*Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

C. CONTRACT STATUS AND ACTUAL EXPENDITURES

As of: March 31, 2020

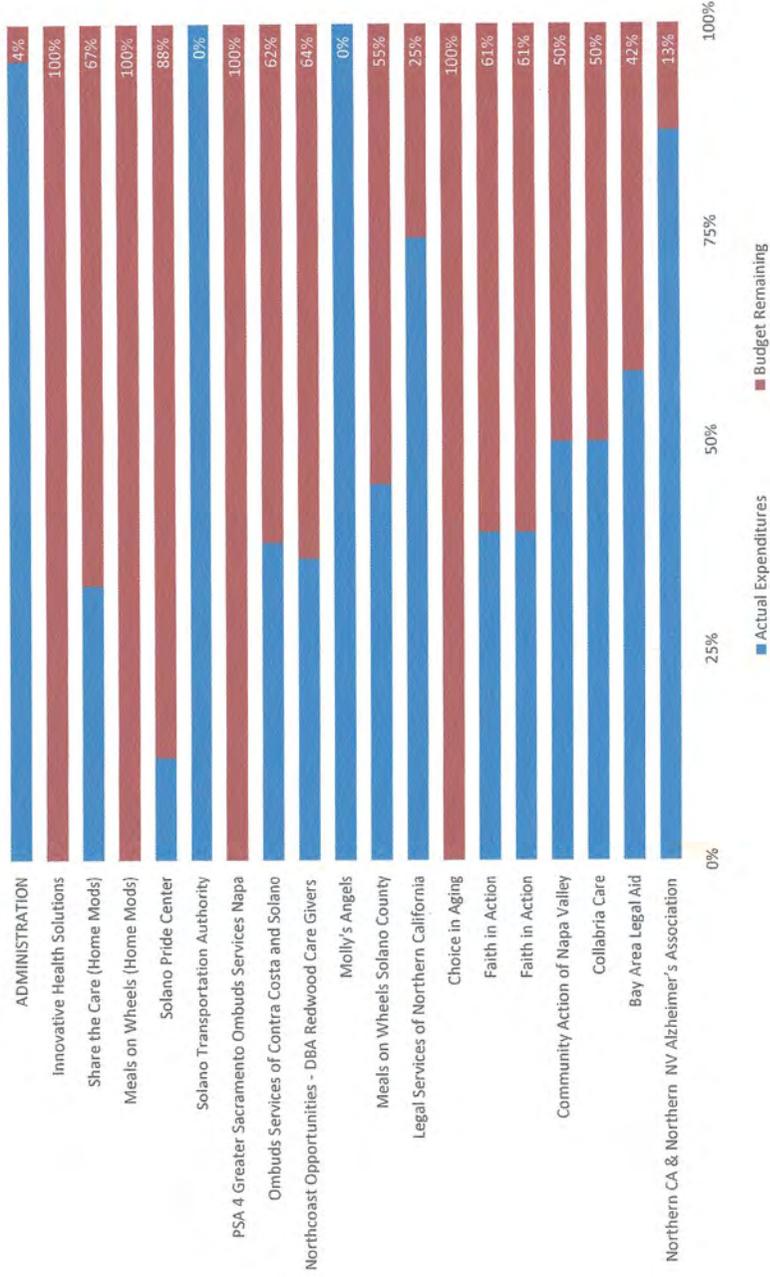
Provider	Service Area	Status	Total Budget Allocation*	Claims Paid As of Mar 2020	Budget Remaining	Services
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	24,732	21,571	3,161	Family Caregiver
Bay Area Legal Aid	Napa	Executed	50,000	29,167	20,833	Supportive Services: Legal Services
Collabria Care	Napa	Executed	215,000	107,496	107,504	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley	Napa	Executed	470,084	235,044	235,040	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Both	Executed	15,000	5,891	9,109	Health Promotion: Fall Prevention
Faith in Action	Solano	Executed	110,000	43,197	66,803	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and Assistance
Choice in Aging	Solano	Executed	50,000	-	50,000	Family Caregiver
Legal Services of Northern California	Solano	Executed	60,000	44,718	15,282	Supportive Services: Legal Services
Meals on Wheels Solano County	Solano	Executed	1,256,104	565,410	690,694	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels	Napa	Executed	75,000	75,000	-	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	Executed	127,764	46,167	81,597	Family Caregiver
Ombuds Services of Contra Costa and Solano	Solano	Executed	241,136	91,745	149,391	Supportive Services and Elderly Abuse Prevention
PSA 4 Greater Sacramento Ombuds Services Napa	Napa	Executed	172,331	-	172,331	Ombudsman Services
Solano Transportation Authority	Solano	Executed	50,000	50,000	-	Supportive Services: Transportation
Solano Pride Center	Solano	Executed	84,409	10,347	74,062	Case Management, Peer Counseling, Telephone Reassurance
Meals on Wheels (Home Mods)	Solano	Executed	35,000	-	35,000	Residential Repairs and Home Modifications
Share the Care (Home Mods)	Napa	Executed	15,000	4,930	10,070	Fall Prevention and Health Promotion
Innovative Health Solutions	Both	Executed	32,648	-	32,648	Health Promotion: Fall Prevention
DIRECT SERVICES			\$ 3,084,208	\$ 1,330,683	\$ 1,753,525	
Napa / Solano Area Agency on Aging	Both	-	211,737	211,737	-	Administration
Stella Wu-Chu	Both	Executed	30,000	19,550	10,450	Administration: Senior Nutrition Counseling
ADMINISTRATION			\$ 241,737	\$ 231,287	\$ 10,450	
GRAND TOTAL			\$ 3,325,945	\$ 1,561,970	\$ 1,763,975	

Pending Status:

- (1) Awaiting contractor's signature
- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

Note: * Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

Percentage (%) of Actual Expenditures to Annual Budget
Administration and Contracted Direct Services

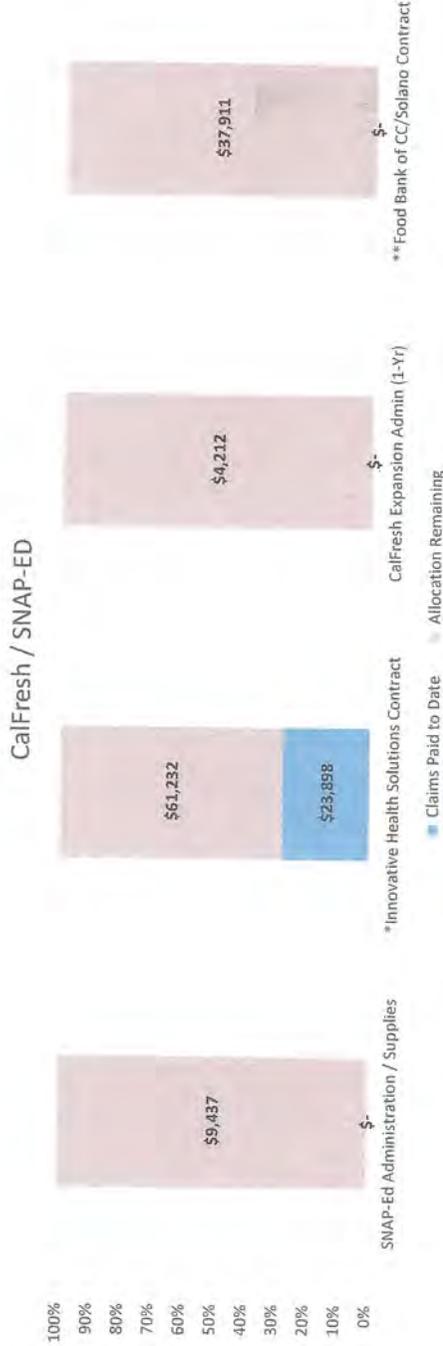


PART II: FY 19-20 SNAP-Ed & CalFresh Expansion

TOTAL FEDERAL & STATE FUNDING (Funding Level, Allocation Status and Claims Paid)

As of: **March 31, 2020**

CalFresh/SNAP-Ed	Total Funding	Allocated Funds	Unallocated Funds	Claims Paid to Date	Allocation Remaining
SNAP-Ed Administration / Supplies	\$ 9,437	\$ 9,437	\$ -	\$ -	\$ 9,437
*Innovative Health Solutions Contract	\$ 85,130	\$ 85,130	\$ -	\$ 23,898	\$ 61,232
CalFresh Expansion Admin (1-Yr)	\$ 4,212	\$ 4,212	\$ -	\$ -	\$ 4,212
**Food Bank of CC/Solano Contract	\$ 37,911	\$ 37,911	\$ -	\$ -	\$ 37,911
Total Funding	\$ 136,690	\$ 136,690	\$ -	\$ 23,898	\$ 112,792



*The contractor "Innovative Health Solutions" will coordinate and provide Tai Chi for Arthritis and Health Promotion program training, Bingo/exercise and movement for seniors, and senior nutrition instruction to promote healthy food and drink choices, and coordinate with our SNAP-Ed partners to increase access & resources for evidence-based physical, and nutritional activities for seniors.

**The 1-Yr contract with the Food Bank of CC/Solano is structured to provide information and assistance to SSI recipients in applying for previously unavailable CalFresh/SNAP-Ed benefits (this is one-time/1year funding).

PLANNING AND SERVICE AREA (PSA) 28
 NAPA/SOLANO AREA AGENCY ON AGING
 FISCAL REPORT AS OF: March 31, 2020

Provider	Service Area	Contract Status	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Administration	*Total Budget	Claims Paid	Bal Remaining	Details of Services
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 24,732	\$ -	\$ -	\$ 24,732	\$ 21,571	\$ 3,161	Family Caregiver
Bay Area Legal Aid	Napa	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 29,167	\$ 20,833	Supportive Services: Legal Services
Collabris Care	Napa	Executed	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ 215,000	\$ 107,496	\$ 107,504	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley	Napa	Executed	\$ -	\$ -	\$ 200,000	\$ 270,084	\$ -	\$ -	\$ -	\$ -	\$ 470,084	\$ 235,044	\$ 235,040	Caregiver: Information Services, Access Assistance, Support Services, Respite Care
Faith in Action	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 5,881	\$ 9,119	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Solano	Executed	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 43,197	\$ 66,803	Health Promotion: Fall Prevention
Choice in Aging	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and
Legal Services of Northern California	Solano	Executed	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 44,718	\$ 15,282	Assistance
Meals on Wheels Solano County	Solano	Executed	\$ -	\$ -	\$ 491,317	\$ 764,787	\$ -	\$ -	\$ -	\$ -	\$ 1,256,104	\$ 565,410	\$ 690,694	Family Caregiver
Molly's Angels	Napa	Executed	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	Supportive Services: Legal Services
Northcoast Opportunities - DBA Redwood Care Givers	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,764	\$ -	\$ -	\$ 127,764	\$ 46,167	\$ 81,597	Congregate Meals, Home Delivered Meals, and Nutrition Education
Ombuds Services of Contra Costa and Solano	Solano	Executed	\$ -	\$ 240,318	\$ -	\$ -	\$ -	\$ -	\$ 8.18	\$ -	\$ 241,136	\$ 91,745	\$ 149,391	Supportive Services: Transportation and Telephone Reassurance
PSA 4 Greater Sacramento Ombuds Services Napa	Napa	Executed	\$ -	\$ 165,030	\$ -	\$ -	\$ -	\$ -	\$ 7,301	\$ -	\$ 172,331	\$ -	\$ 172,331	Supportive Services: Transportation
Solano Transportation Authority	Solano	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	Ombudsman Services
Solano Pride Center	Solano	Executed	\$ 84,409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,409	\$ 10,347	\$ 74,062	Supportive Services: Transportation
Meals on Wheels (Home Mod)	Solano	Executed	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000	Peer Counseling, Case Management, Telephone Reassurance
Share the Care (Home Mod)	Napa	Executed	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 4,930	\$ 10,070	Home Mods/Residential Repairs
Innovative Health Solutions	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ 32,648	\$ -	\$ -	\$ -	\$ 32,648	\$ -	\$ 32,648	Home Mods/Residential Repairs
Stella Wu-Chu	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 19,550	\$ 10,450	Health Promotion: Fall Prevention
Napa / Solano Area Agency on Aging	Both	Executed	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,825,945	\$ 1,561,970	\$ 1,763,975	Administration, Senior Nutrition Counseling
Total			\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,825,945	\$ 1,561,970	\$ 1,763,975	Administration

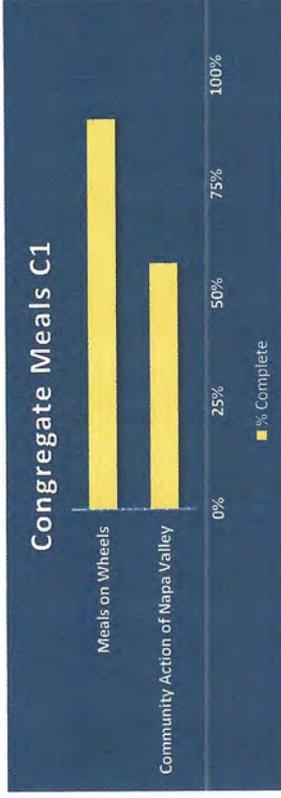
Pending Status:
 (1) Awaiting contractor's signature
 (2) Awaiting scope of work and budget documents
 (3) Request for Proposal (RFP)
 Note: *Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS
 07/01/2019 - 03/31/2020

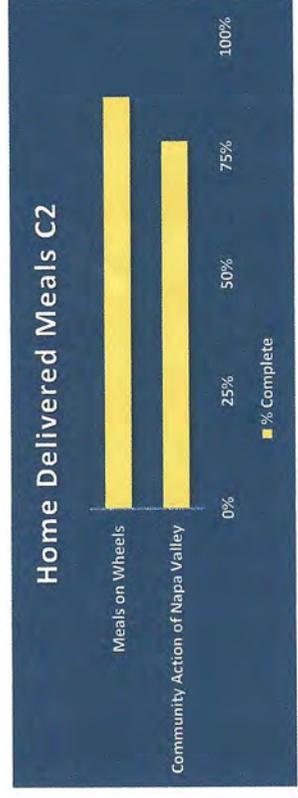
Contractors	Supportive Services		
	Units Completed	Contract Goals	% Complete
Bay Area Legal	728	750	97%
Collabria Care	6,747	3,933	172%
Faith in Action	17,005	15,776	108%
Legal Services of Northern CA	1,623	1,469	110%
Meals on Wheels (Fall Prevention)	-	98	0%
Molly's Angels	3,669	5,760	64%
Share the Care Napa Valley (Fall Prevention)	15	32	47%
Solano Pride Center	426	730	58%
Solano Transportation Authority	4,971	1,500	331%
Grand Total	35,184	30,048	117%



Contractors	Congregate Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	16,964	29,700	57%
Meals on Wheels	23,362	25,886	90%
Grand Total	40,326	55,586	73%

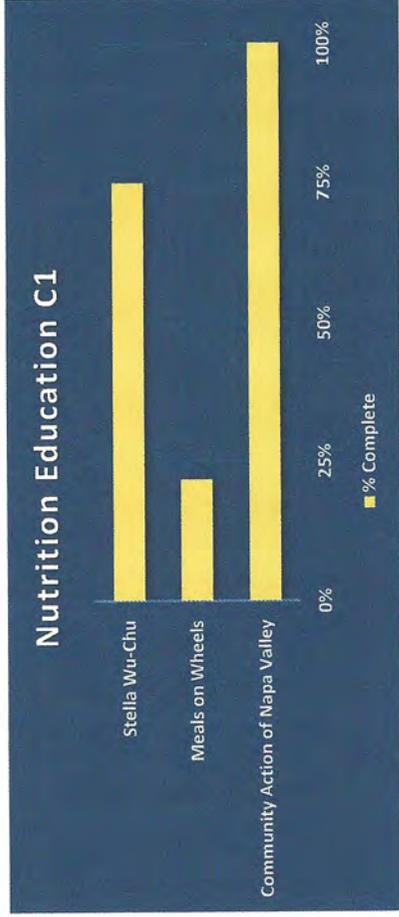


Contractors	Home Delivered Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	70,363	89,900	78%
Meals on Wheels	155,414	177,090	88%
Grand Total	225,777	266,990	85%

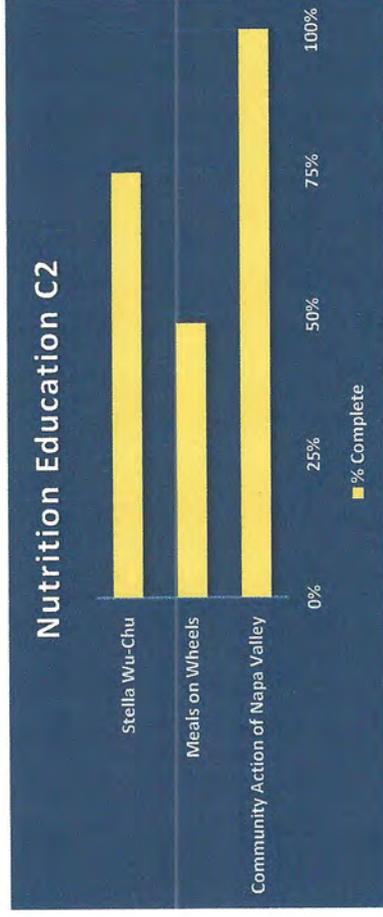


NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS
 07/01/2019 - 03/31/2020

Contractors	Nutrition Education Congregate Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	659	200	330%
Meals on Wheels	868	4,000	22%
Stella Wu-Chu	112	150	75%
Grand Total	1,639	4,350	38%



Contractors	Nutrition Education Home Delivered Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	2,878	200	1439%
Meals on Wheels	4,366	9,000	49%
Stella Wu-Chu	112	150	75%
Grand Total	7,356	9,350	79%



NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS
 AS OF MARCH 31, 2020

Contractors	Family Caregiver		
	Units Completed	Contract Goals	% Complete
Alzheimer's Association	541	418	129%
Choice in Aging	30	1,230	2%
Collabria Care	2,572	2,714	95%
North Coast Opportunities	2,500	2,290	109%
Grand Total	5,643	6,652	85%



Contractors	Health Promotion		
	Units Completed	Contract Goals	% Complete
Faith in Action	715	676	106%
Innovative Health Solutions	36	490	7%
Grand Total	715	676	106%



Notes:

Ombudsman Program activities are reported directly to the Office of State Ombudsman by Napa Ombudsman and Ombudsman Services of Contra Costa. Elder Abuse Prevention Program activities are reported on a quarterly basis by completing CDA 1037 Elder Abuse Prevention Quarterly Report.

Dignity at Home Fall Prevention Program
Contract # FP-1920
Program Description

Program Overview

The purpose of the Napa/Solano Area Agency on Aging PSA28 (N/S AAA) Dignity at Home Fall Prevention Program is to reduce falls and the fear of falling among older adults (60 and older) and adults with disabilities who are living in Napa and Solano Counties.

The program works in tandem with other N/S AAA Title IIID Health Promotion and Disease Prevention activities that target adults prone to falls.

Program Specifics

The N/S AAA contracts with service providers in Napa and Solano Counties to:

1. Educate community members about fall risks through community meetings and social media.
2. Operate under the "Stop Falls" umbrella of services of the N/S AAA.
3. Establish a screening process that prioritizes the most vulnerable including

Number of falls in the past six months

Number of falls resulting in 9-1-1 call

Number of falls resulting in hospitalization

Income level – if above income guidelines, refer to alternative resources

4. Provide in-home assessments, home modifications, and assistive devices to reduce falls and the risk of falling.

In-home assessments conducted by licensed Occupational or Physical Therapist

- Assessments include:

Review of throw rugs, animals, items blocking walk ways

Timed Up and Go for strength

"Assess Your Risk For Falls" questionnaire

- Home modifications installed by licensed contractors.

Modifications may include:

Grab bars, nonskid surfaces, handrails, and threshold modifications, poles, etc.

Assistive devices may include:

Gait belts, medication management items, night lights, toilet seat risers, shower seats, transfer benches, emergency alert devices, walking canes, etc.

5. Service providers will track and report service unit numbers, types, and costs; numbers of applicants who do not qualify because of income; waiting lists; services provided; referral sources; screening data; and additional resource referrals.



A Tradition of Stewardship
A Commitment to Service

NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533

(707) 784-8960

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**Advisory Council on Aging (ACOA)
Program Committee Meeting Minutes
February 25, 2020
650 Imperial Way, Napa
9:00 -12:00**

Meeting opened at 9:10

Attendees:

- ACOA: Fran Rosenberg, Donna Altes, Dane Reeves, Susan Ensey, Mary Kaufmann, Arnold Koenig, Julie Spencer, Brenda Burke.
- N/S AAA Staff: Elaine Clark
- Community Members: Kris Brown, Celine Regalia, Kristi Lesnewich

Discussion was lead by Elaine Clark, Project Manager for N/S AAA.

Purpose:

1. Establish service funding for Napa County for fiscal year 2020 - 2021.
2. Create a funding framework to apply for fiscal years 2020 – 2024 (4 Year Area Plan)

Background for all funding decisions had to conform with:

1. The Joint Exercise Powers Agreement (JEPA) funding guidelines
2. Established Supportive Services percentages approved by the Oversight Board
 - Access Services – 33% minimum of Title IIIB funding
 - In-Home Services – 15% minimum of Title IIIB funding
 - Legal Services – 11% minimum of Title IIIB funding
3. Senior Needs Assessment, the following programs are critical to seniors living in Napa County
 1. Transportation
 2. Information and Assistance/Case Management (informing people about services and then assisting/connecting/following up with clients)
 3. Senior Nutrition

The two service providers in attendance, Celine Regalia of Collabria Care, and Kristi Lesnewich of Bay Area Legal Aid, participated in the first part of the discussion, answered questions from Committee members and then left the meeting.

The following funding decisions were made by unanimous vote by members of the Committee.



A Tradition of Stewardship
A Commitment to Service

NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533

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Supportive Services

- Legal Services – 15% of Title III B Funding
- Transportation – 25% of Title III B Funding
- Visiting/Phone Reassurance – 20% of Title III B Funding
- I&A/Outreach/Registry/Case Management – 40% of Title III B Funding

Senior Nutrition

1. Congregate Meals – 37% of total Senior Nutrition Funding
2. Home Delivered Meals – 63% of total Senior Nutrition Funding
3. Minimum annual funding allocation for all Senior Nutrition programs should not fall below \$337,907.
3. For 2020-2021, move \$20,000 from Senior Nutrition to III B Supportive Services

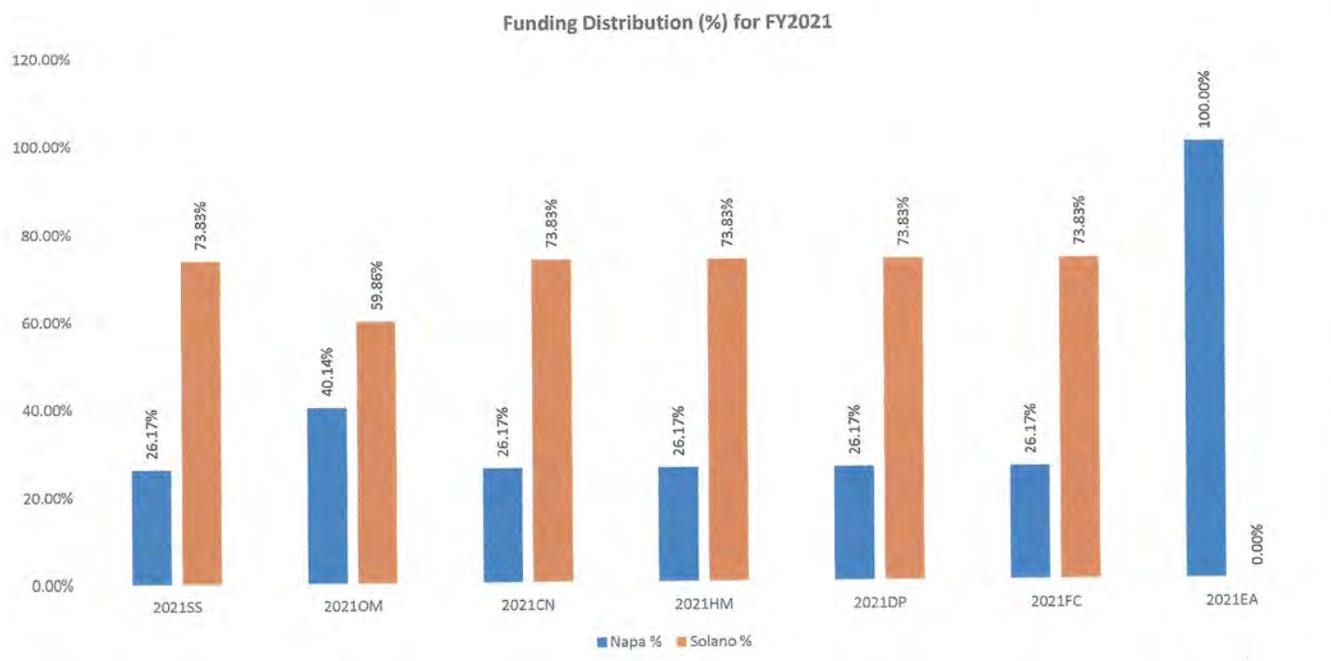
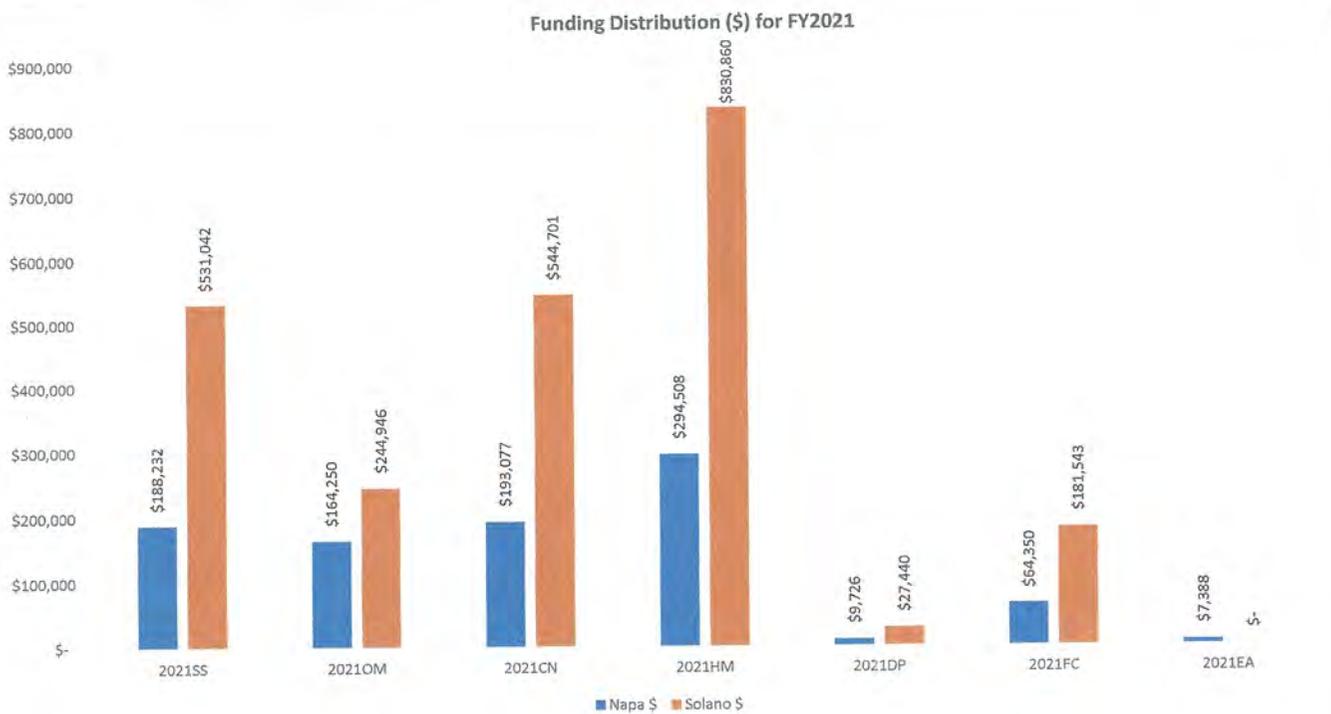
Following the vote, it was agreed that the next steps would be:

1. Elaine Clark sends draft back to the Committee members to verify accuracy of notes.
2. Once finalized by the Committee, the information would be shared with the full Advisory Council
3. The final recommendations would be sent to the Oversight Board for approval

Meeting adjourned at 12:03 PM.

NSAAA FY2021 Recommended Funding Distro (2021 CDA Stats Napa-26.17% / Solano-73.83%)		FY2021 Sup Svc	FY2021 Ombuds	FY2021 Cong Nutr	FY2021 Hm Del Meal	FY2021 Dis Prev	FY2021 Fam Care	FY2021 Eld Abus	FY2021 Total
Total Funding (\$)	Service Area	2021SS	2021OM	2021CN	2021HM	2021DP	2021FC	2021EA	2021TL
Total \$ Napa	Napa \$	\$ 188,232	\$ 164,250	\$ 193,077	\$ 294,508	\$ 9,726	\$ 64,350	\$ 7,388	\$ 921,531
Total \$ Solano	Solano \$	\$ 531,042	\$ 244,946	\$ 544,701	\$ 830,860	\$ 27,440	\$ 181,543	\$ -	\$ 2,360,532
Total Funding		\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 3,282,063
Total Funding Check		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

NSAAA FY2021 Recommended Funding Distro (2021 CDA Stats Napa-26.17% / Solano-73.83%)		FY2021 Sup Svc	FY2021 Ombuds	FY2021 Cong Nutr	FY2021 Hm Del Meal	FY2021 Dis Prev	FY2021 Fam Care	FY2021 Eld Abus	FY2021 Total
Total Funding (%)	Service Area	2021SS	2021OM	2021CN	2021HM	2021DP	2021FC	2021EA	2021TL
Total % Napa	Napa %	26.17%	40.14%	26.17%	26.17%	26.17%	26.17%	100.00%	28.08%
Total % Solano	Solano %	73.83%	59.86%	73.83%	73.83%	73.83%	73.83%	0.00%	71.92%
Total % Check		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%





NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, July 27, 2020
10:00 am to 12:00 pm (noon)

Virtual Meeting – Zoom: <https://www.zoom.us/join>

Meeting ID -- 934 0704 2850

Phone: 669-900-6833

NAPA/SOLANO AREA AGENCY ON AGING MEETING ROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic. The Napa/Solano Area Agency on Aging hereby provides notice that it will continue to convene its regularly scheduled public meetings of the Oversight Board and Advisory Council telephonically, as provided in the publicly posted agenda notice, and until further notice. Pursuant to the Executive Order, and to maintain the orderly conduct of the meeting, the Napa/Solano Area Agency on Aging will allow Board members and Council members to attend the meetings telephonically and to participate in the meetings to the same extent as if they were present.

Members of the public who wish to participate may participate telephonically. For members of the public who wish to participate, but not to attend telephonically, you may submit written comments on any matter within the Board or Council's subject matter jurisdiction, regardless of whether it is on the agenda for Board or Council consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Napa/Solano Area Agency on Aging staff no later than 9:00 a.m. on the morning prior to the noticed meeting. To submit written comments by email, please forward them to eclark@solanocounty.com. To submit such comments by U.S. Mail, please forward them to:

Elaine Clark

Napa/Solano Area Agency on Aging

275 Beck Avenue

Fairfield, CA 94533

All meetings are recorded.

Agenda available online at: <https://aaans.org/agendas-%26-meeting-minutes>



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



Agenda

CALL TO ORDER – 10:00am

ROLL CALL

ITEMS FROM THE PUBLIC --This portion of the meeting is your opportunity to address the Oversight Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Oversight Board. Items from the public must be submitted in advance and will be taken under consideration without discussion by the Oversight Board and may be referred to staff.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM July 8, 2020 -- Attached

REPORTS – Presented by N/S AAA staff; no Action required.

1. Receive budget and service unit update – Jay Peno – **Handout**
2. Resignation of Wally Pearce (Solano County) – Cookie Clark is the Alternate and has agreed to fill the position through the end of the calendar year.
3. \$1,180,975 CARES Act (HR 748) funding has been awarded to PSA28. Funds expire 9/30/21 and are for relief of issues created/exacerbated by COVID pandemic. N/S AAA will keep 10% for administrative purposes. Remaining funds will be distributed to current providers using the JEP A-approved formula: 26.17% for Napa services, 73.82% for Solano services.
4. County of Napa awarded \$108,580 in funds to be distributed to Napa service providers: \$28,037 to Bay Area Legal, \$71,432 to Collabria Care, and \$9,111 to Molly's Angels. Once Solano County Board of Supervisors votes to accept the funding, contract amendments will be created.

ACTION ITEMS – These items require Action by the Oversight Board; if no quorum exists, these items will be for discussion only, and they will carry over to a subsequent meeting of the Oversight Board for Action.

1. Discussion about meeting less frequently – Brad Wagenknecht

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled virtual meeting of the Napa/Solano AAA Oversight Board on August 24, 2020.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes June 8, 2020

Location: Virtual Meeting – Zoom: <https://www.zoom.us/join>
Meeting ID 980 0633-9001
Phone: 1-669-900-6833
Date: Monday, June 8, 2020
Time: 10:00 am – 12:00 pm

Attendees: Supervisor Brad Wagenknecht, Supervisor Monica Brown, Mayor Elizabeth Patterson, Councilwoman Liz Alessio, Beatryce Clark, Steve Sillen, Heather Stanton, Joyce Goodwin, Elaine Clark

Call to Order – 10:05 am; roll call, quorum present

Approval of Agenda moved, seconded and passed.

Approval of Minutes from April 27, 2020, moved, seconded and passed.

Reports

- Update on contracts for 2020-2021 – Elaine Clark
- Budget and service unit update – Jay Peno
- Copy of First Amendment to the Joint Exercise Power Agreement presented to both County Boards of Supervisors for approval – Elaine Clark

Action Items

NONE

Board Member Comments

NONE

Meeting adjourned 10:32 a.m.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

DRAFT MINUTES
July 7, 2020

CALL TO ORDER: 10:00 a.m.

PRESENT: Elaine Clark, Program Staff; Richard White, Chair; Dane Reeves, Vice Chair; Susan Ensey, Secretary; Dona Altes; Verneal Brumfield; Brenda Burke; Deanna DuPont; Arnold Koenig; Robert Padilla; Fran Rosenberg; Julie Spencer. **EXCUSED:** Linda Chandler; Donna Harris. **ABSENT:** Brenda Crawford

GUESTS: Tony Provine; Sharon McDougall; Cheryl Johnson

COMMENTS FROM THE PUBLIC: The three guests are candidates for the Advisory Council's current opening for Solano County. Each of the candidates gave a brief introduction and comments.

APPROVAL OF THE AGENDA: Motion to approve by Verneal Brumfield; Seconded by _____; Approved.

APPROVAL OF THE MINUTES: Correction by Richard White: Brenda Crawford's absence was not excused. Motion to approve by Fran Rosenberg; Seconded by Deanna DuPont; Approved.

COMMITTEE REPORTS:

Executive Committee: Richard White, Chair said the discussion in Committee included: Arnold Koenig's recommendation for a Health, Wellness and Justice Committee; The objective to open all our committees to community members in order to hear from the folks we represent and to get a fresh set of ideas and insights. Richard emphasized that the roles and responsibilities of Council Members involve a high level commitment and engagement as intended by each Board of Supervisors.

Program Planning Committee: The committee was complemented for the results their meeting which included development of a plan for each Advisory Council Member to select a Provider and serve as a liaison to them and the Council. Brenda Burke, Chair said the purpose is to have regular communications regarding their services, successes and challenges, and how we might be of help to them. Fran Rosenberg added that this will enable us to have a much better understanding of the Provider programs. Susan Ensey commented that she spoke with Julia Orr with Molly's Angels about the idea, and Julia is delighted. Verneal Brumford asked if this is part of our By Laws. Elaine Clark explained that it falls within the guidelines for our roles. Brenda will send out a list of Providers, and an outline of protocols for this effort.

Richard White emphasized that as Council Members we are to be involved in the community, and we will be engaging community members in our committees. Robert Padilla mentioned this is an extension to what we did earlier in with the community forums. Donna Altes mentioned this would engage Council Members beyond just the monthly meetings.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

Communications Committee: Deanna DuPont announced that the speaker for August will be Patti Prunhuber, Senior Staff Attorney, Housing, at Justice in Aging. Deanna asked Members to email her with questions and critical issues regarding housing for Patti to address in her talk.

Deanna will send out publicity to Napa and Solano publications inviting the community to participate in our committees.

Legislative Committee: Richard White referred to the written report. Highlights included discussions on legislative updates; The news that several proposed cuts to key services, e.g. CBAS & Nutrition were reinstated by the Senate; The intent to seek out non-Council Members to serve on the committee; and, The involvement of Council Members in monitoring legislation.

Ad Hoc Membership Committee. Robert Padilla referred to the three wonderful candidates for Solano County who are present at the meeting. Recruiting for the Napa position will continue. Verneal Brumford recognized Robert for his help and for working with her in tandem. Deanna DuPont will publish the opening for Napa Donna Altes will reengage her communications with the Latino community in Napa.

STAFF REPORT

- Elaine Clark referenced her written Staff Report and attachments.
- Elaine referred to the attachments which outlined the Area Plan's four Priorities for Community / AAA: Transportation; Housing; Nutrition; and Access to Services/Resources. She then referenced the Top Five Needs identified for each county, and the narratives for four Goals, and the Objectives for each Goal. Susan Ensey recommended more time be spent in future meetings to discuss the information.
- Business Cards will arrive soon.
- Funds to be allocated to the Providers are listed on the website. Elaine anticipates additional funding will be available during the year.
- A great candidate for the Ombudsman position for Napa County has been selected and will be start in August.

OLD BUSINESS:

- **Health, Wellness and Justice Committee:** Arnold reviewed some of his many contacts that are related to these issues. He explained that the goal of the committee would be to focus on partnerships for collaborating in putting out information and educating older adults on Health, Safety and Justice, and would not be to engage in providing services. Dane added that the intent will be to tie the committee's mission to the Area Plan. Discussion centered on how broad the topics are and that it would too challenging to cover all in one committee. The recommendation coming out of the discussion is to focus on Elder Justice.

NEW BUSINESS:

- Richard White reported each committees is finalizing a Mission Statement.
- Efforts will go forward to involve community members in each committee.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

ANNOUNCEMENTS:

- Donna Altes reported that she has been appointed to the Commission on Aging for Napa County.
- Dane Reeves will participate in the Solano County Senior Coalition strategic planning meeting on Friday, July 17th.
- Robert Padilla participates in monthly meetings for CARA (California Alliance for Retired Americans). CARA is planning to hold town halls in the future.
- Special thanks to Verneal Brumfield for inviting the three candidates / guests.

ADJOURNED: 12:00

Next Meeting: August 4, 2020; 10:00–12:00; Zoom

DRAFT



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, June 8, 2020
10:00 am to 12:00 pm (noon)

Virtual Meeting – Zoom: <https://www.zoom.us/join>

Meeting ID 980 0633-9001

Phone: 1-669-900-6833

NAPA/SOLANO AREA AGENCY ON AGING MEETING ROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic. The Napa/Solano Area Agency on Aging hereby provides notice that it will continue to convene its regularly scheduled public meetings of the Oversight Board and Advisory Council telephonically, as provided in the publicly posted agenda notice, and until further notice. Pursuant to the Executive Order, and to maintain the orderly conduct of the meeting, the Napa/Solano Area Agency on Aging will allow Board members and Council members to attend the meetings telephonically and to participate in the meetings to the same extent as if they were present.

Members of the public who wish to participate may participate telephonically. For members of the public who wish to participate, but not to attend telephonically, you may submit written comments on any matter within the Board or Council's subject matter jurisdiction, regardless of whether it is on the agenda for Board or Council consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Napa/Solano Area Agency on Aging staff no later than 9:00 a.m. on the morning prior to the noticed meeting. To submit written comments by email, please forward them to eclark@solanocounty.com. To submit such comments by U.S. Mail, please forward them to:

Elaine Clark

Napa/Solano Area Agency on Aging

275 Beck Avenue

Fairfield, CA 94533

All meetings are recorded.

Agenda available online at: <https://aaans.org/agendas-%26-meeting-minutes>



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



Agenda

CALL TO ORDER – 10:00am

ROLL CALL

ITEMS FROM THE PUBLIC --This portion of the meeting is your opportunity to address the Oversight Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Oversight Board. Items from the public must be submitted in advance and will be taken under consideration without discussion by the Oversight Board and may be referred to staff.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM April 27, 2020 -- Attached

REPORTS – Presented by N/S AAA staff; no Action required.

1. Receive update on contracts for 2020-2021 – Elaine Clark -- **Handout**
2. Receive budget and service unit update – Jay Peno – **Handout**
3. Receive copy of First Amendment to the Joint Exercise Power Agreement presented to both County Boards of Supervisors for approval – Elaine Clark -- **Handout**

ACTION ITEMS – These items require Action by the Oversight Board; if no quorum exists, these items will be for discussion only, and they will carry over to a subsequent meeting of the Oversight Board for Action.

None

BOARD MEMBER COMMENTS --

ADJOURN

To the next scheduled meeting of the Napa/Solano AAA Oversight Board on July 6, 2020, Napa County Board of Supervisors Chamber, if Shelter-in-Place order is lifted.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes April 27, 2020

Location: Solano County Board of Supervisors Chambers
675 Texas Street, Fairfield, CA 94533

Date: Monday, April 27, 2020

Time: 10:00 am – 12:00 pm

Attendees: Supervisor Brad Wagenknecht, Supervisor Monica Brown, Mayor Elizabeth Patterson, Councilwoman Liz Alessio, Beatryce Clark, Steve Sillen, Heather Stanton, Joyce Goodwin, Elaine Clark

Call to Order – 10:08 am; Roll call, quorum present.

Approval of Agenda. Moved, seconded and passed.

Approval of Minutes from February 24, 2020, Special Meeting. Moved, seconded and passed.

Approval of Minutes from April 16, 2020, Special Meeting. Moved, seconded and passed.

Announcements

Emergency Feeding program framework – Joyce Goodwin

Reports

- Presentation on the Proposed Area Plan for 2020-2024 – Elaine Clark
- Budget Update – Jay Peno
- Update on Choice in Aging and Innovative Health Solutions contracts – Elaine Clark

Action Items

1. Vote to accept the CDA contract funding and subsequent additional funding amendments for 2020 - 2021. Moved, seconded, passed.
2. Vote to accept Dignity at Home Fall Prevention contract and service plan from California Department of Aging. Moved, seconded, passed.

- In order to streamline the delivery of CDA available funds and for efficient management to the operations of the AAA, the OB approved to concurrently accept the receipt and distribution of CDA available funds and subsequent funding amendments to the existing contract by N/S AAA staff. N/S AAA staff will inform OB members of amendments by email and at subsequent OB meetings. This action will provide funding dollars to existing contract vendors as quickly as possible. The current process for the OB to receive a report on the funds one month, vote on receipt and distribution of the funds the next month, then have Solano County as the administering agency submit a Solano County BOS item for the funds unnecessarily delays the distribution of funds to existing vendors.
 - Moved, seconded and passed.
3. Vote to accept the ACOA funding recommendations for Title IIIB services for Napa annually, which are in alignment with the priorities in the Area Plan. Annually, Title IIIB funding allocations will include the following distribution percentages: Transportation 25%, Visiting/Phone Reassurance 20%, I&A/Registry/Case Management 40%, Legal Services 15%. Moved, seconded, passed.
- Monica Brown suggested to add the words "guidance."
 - Moved, seconded, passed; one "no" vote from Heather Stanton.
4. The Oversight Board was asked to consider approving a change to the Joint Exercise of Powers Agreement (JEPA) between Napa and Solano Counties dated August 28, 2018 to provide for automatic, ongoing adjustments of funding available through California Department of Aging (CDA) and if approved, the Oversight Board would recommend to each county Board of Supervisors the ongoing automatic adjustment of the JEPA.
- On April 27, 2020, the OB approved a motion to move forward to Napa and Solano County Boards of Supervisors a request to consider a change to the Joint Exercise of Powers Agreement between Napa and Solano Counties dated August 28, 2018 for an amendment of the JEPA to provide for annual automatic, ongoing adjustments of funding available through CDA to be divided between the counties based on each county's percentage of the total population served in accordance with the population based intrastate funding formula from CDA.

Discussion included, the Napa and Solano County Board of Supervisors August 2018 approved a Joint Exercise of Powers Agreement (JEPA) and the JEPA outlined the funding distribution formula based on population from the CDA

Intrastate Funding Formula dated December 2017 states Napa 26.51% and Solano 73.49%.

- On December 4, 2019 CDA released new 2020 California Department of Aging Population Demographic Projections by County and PSA for Intrastate Funding Formula. On April 16, 2020 the OB voted to amend the FY2020/21 funding allocation percentages to align with the CDA *population* recommended allocations of 26.17% for Napa County and 73.83% for Solano County.
 - Moved, seconded and passed.
5. Vote to move May 2020 meeting to June 8th and cancel the June 22nd meeting. June 8th meeting will be held in the Napa County Board of Supervisors Chambers if the shelter in place order is lifted.
- Moved, seconded and passed unanimously.

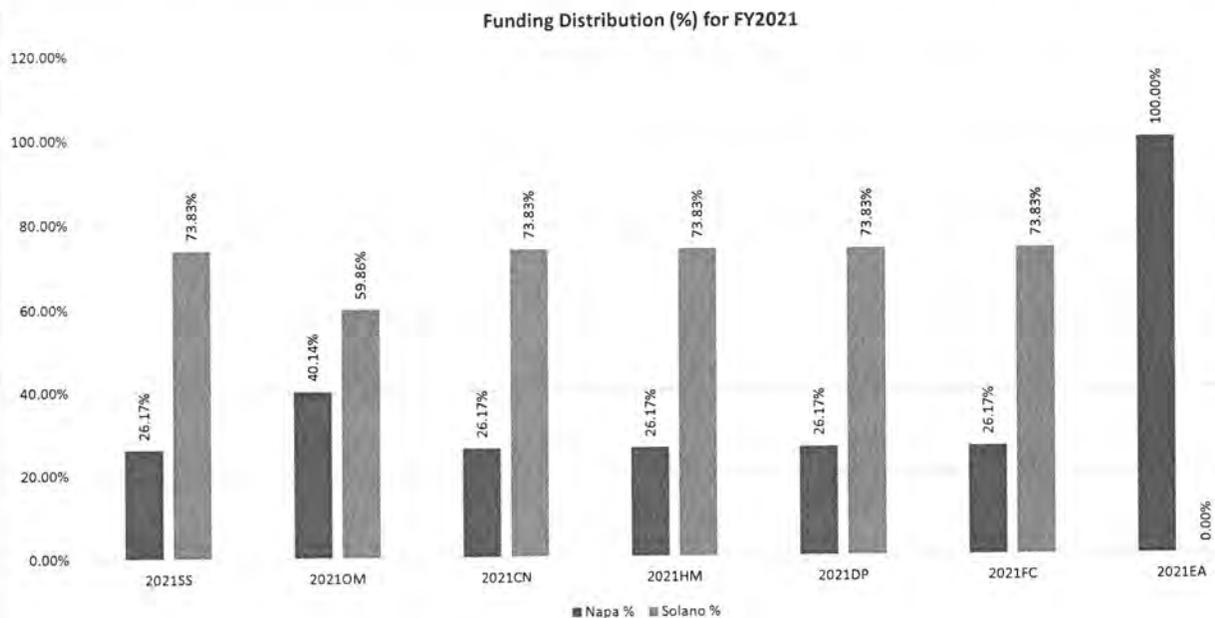
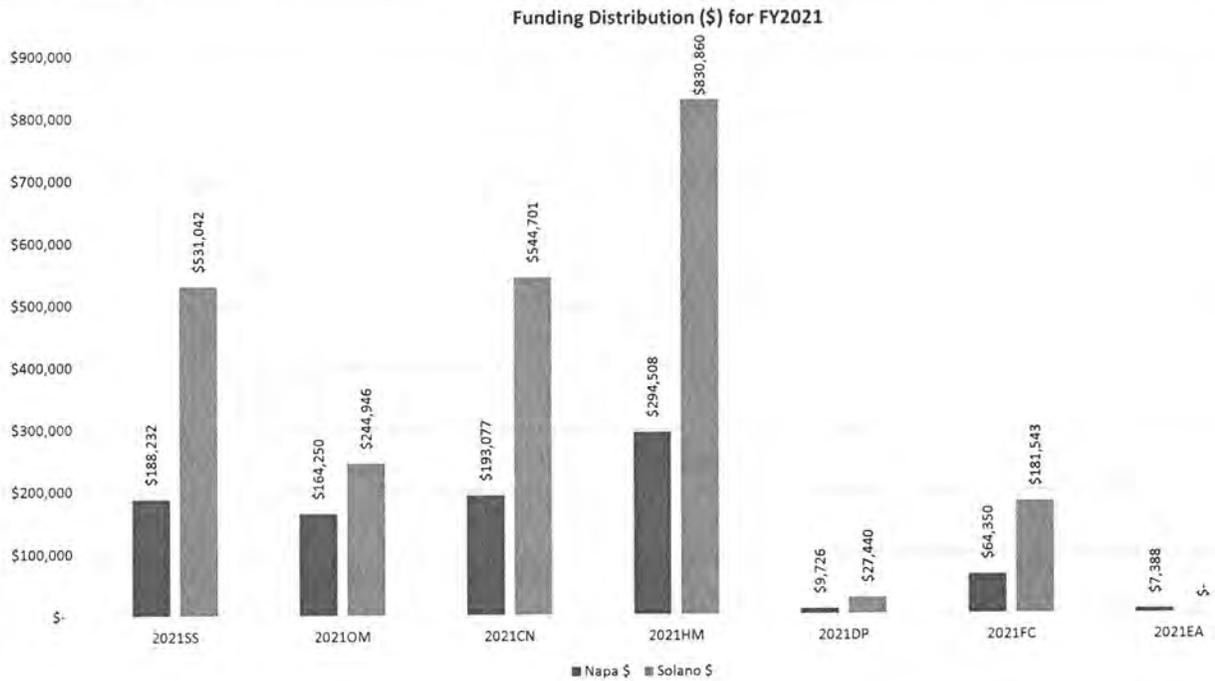
Board Member Comments

- Do your census – Monica Brown

Meeting adjourned 12:11 p.m.

NSAAA FY2021 Recommended Funding Distro (2021 CDA Stats Napa-26.17% / Solano-73.83%)		FY2021 Sup Svc	FY2021 Ombuds	FY2021 Cong Nutr	FY2021 Hm Del Meal	FY2021 Dis Prev	FY2021 Fam Care	FY2021 Eld Abus	FY2021 Total
Total Funding (\$)	Service Area	2021SS	2021OM	2021CN	2021HM	2021DP	2021FC	2021EA	2021TL
Total \$ Napa	Napa \$	\$ 188,232	\$ 164,250	\$ 193,077	\$ 294,508	\$ 9,726	\$ 64,350	\$ 7,388	\$ 921,531
Total \$ Solano	Solano \$	\$ 531,042	\$ 244,946	\$ 544,701	\$ 830,860	\$ 27,440	\$ 181,543	\$ -	\$ 2,360,532
Total Funding		\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 3,282,063
Total Funding Check		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

NSAAA FY2021 Recommended Funding Distro (2021 CDA Stats Napa-26.17% / Solano-73.83%)		FY2021 Sup Svc	FY2021 Ombuds	FY2021 Cong Nutr	FY2021 Hm Del Meal	FY2021 Dis Prev	FY2021 Fam Care	FY2021 Eld Abus	FY2021 Total
Total Funding (%)	Service Area	2021SS	2021OM	2021CN	2021HM	2021DP	2021FC	2021EA	2021TL
Total % Napa	Napa %	26.17%	40.14%	26.17%	26.17%	26.17%	26.17%	100.00%	28.08%
Total % Solano	Solano %	73.83%	59.86%	73.83%	73.83%	73.83%	73.83%	0.00%	71.92%
Total % Check		100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%





NS/AAA Fiscal Presentation

For Month Ending
April 30, 2020

Napa/Solano Area Agency on Aging Fiscal Presentation

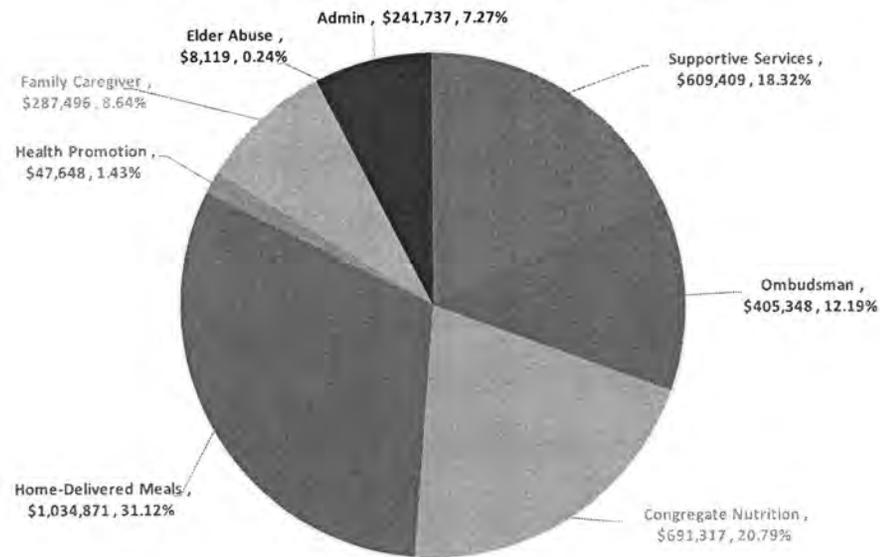
PART I: FY 19-20 AP - PSA 28

A. TOTAL FEDERAL & STATE FUNDING (Funding Level and Allocation Status)

As of: April 30, 2020

	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Health Promotion	Family Caregiver	Elder Abuse	Admin	Total
Updated Baseline (Inc. Transfers)	\$ 557,907	\$ 387,074	\$ 655,705	\$ 1,013,078	\$ 38,888	\$ 247,221	\$ 7,301	\$ 241,737	\$ 3,148,911
One Time Only (OTO)	51,502	18,274	35,612	21,793	8,760	40,275	818	-	177,034
*Total Funding - AP1920-28	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945
Allocated Funds	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AP1920-28 TOTAL FUNDING BY SERVICE TYPE



*Total funding includes Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Federal \$187,689 / State \$304,627)

Napa/Solano Area Agency on Aging Fiscal Presentation

As of: April 30, 2020

B. CONTRACT FUNDING ALLOCATIONS BY SERVICE AREA

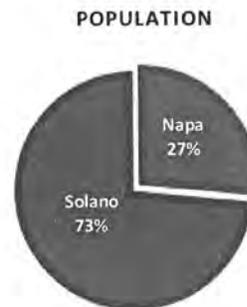
Service Area	Supportive		Congregate	Home-	Health	Family	Elder Abuse	Admin	Total	% to Total
	Services	Ombudsman	Nutrition	Delivered Meals	Promotion	Caregiver				
Napa	\$ 270,000	\$ 165,030	\$ 200,000	\$ 270,084	\$ -	\$ 85,000	\$ 7,301	\$ -	\$ 997,415	29.99%
Solano	339,409	240,318	491,317	764,787	-	202,496	818	-	\$ 2,039,145	61.31%
Both	-	-	-	-	47,648	-	-	241,737	\$ 289,385	8.70%
Total	\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945	100.00%

Service Area	Contracts Serving Napa or Solano		Contracts Serving Both Counties **		Total	%
	Amount	%	Amount	%		
Napa	\$ 997,415	32.85%	\$ 76,716	26.51%	\$ 1,074,131	32.30%
Solano	2,039,145	67.15%	212,669	73.49%	\$ 2,251,815	67.70%
Total	\$ 3,036,560	100.00%	\$ 289,385	100.00%	\$ 3,325,946	100.00%

(Rounding Error)

**Percentage of allocations based on prorated share of population served in each County as Provided by California Department of Aging (2018 Data)

County	Population	%
Napa	36,069	26.51%
Solano	99,982	73.49%
Total	136,051	100.00%



CONTRACT FUNDING PER SERVICE AREA



*Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

Napa/Solano Area Agency on Aging Fiscal Presentation

C. CONTRACT STATUS AND ACTUAL EXPENDITURES

As of: April 30, 2020

Provider	Service Area	Status	Total Budget Allocation*	Claims Paid	Budget Remaining	Services
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	24,732	24,732	0	Family Caregiver
Bay Area Legal Aid	Napa	Executed	50,000	37,500	12,500	Supportive Services: Legal Services
Collabria Care	Napa	Executed	215,000	179,160	35,840	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley	Napa	Executed	470,084	352,566	117,518	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Both	Executed	15,000	14,675	325	Health Promotion: Fall Prevention
Faith in Action	Solano	Executed	110,000	89,882	20,118	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and Assistance
Choice in Aging	Solano	Executed	50,000	13,860	36,140	Family Caregiver
Legal Services of Northern California	Solano	Executed	60,000	60,000	-	Supportive Services: Legal Services
Meals on Wheels Solano County	Solano	Executed	1,282,104	922,151	359,953	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels	Napa	Executed	75,000	75,000	-	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	Executed	127,764	86,586	41,178	Family Caregiver
Ombuds Services of Contra Costa and Solano	Solano	Executed	241,136	142,942	98,194	Supportive Services and Elderly Abuse Prevention
PSA 4 Greater Sacramento Ombuds Services Napa	Napa	Executed	172,331	93,090	79,241	Ombudsman Services
Solano Transportation Authority	Solano	Executed	50,000	50,000	-	Supportive Services: Transportation
Solano Pride Center	Solano	Executed	48,409	17,675	30,734	Case Management, Peer Counseling, Telephone Reassurance
Meals on Wheels (Home Mods)	Solano	Executed	45,000	8,081	36,919	Residential Repairs and Home Modifications
Share the Care (Home Mods)	Napa	Executed	15,000	15,000	-	Fall Prevention and Health Promotion
Innovative Health Solutions	Both	Executed	32,648	20,968	11,680	Health Promotion: Fall Prevention
DIRECT SERVICES			\$ 3,084,208	\$ 2,203,869	\$ 880,339	
Napa / Solano Area Agency on Aging	Both	-	211,737	211,737	-	Administration
Stella Wu-Chu	Both	Executed	30,000	24,950	5,050	Administration: Senior Nutrition Counseling
ADMINISTRATION			\$ 241,737	\$ 236,687	\$ 5,050	
GRAND TOTAL			\$ 3,325,945	\$ 2,440,556	\$ 885,389	

Pending Status:

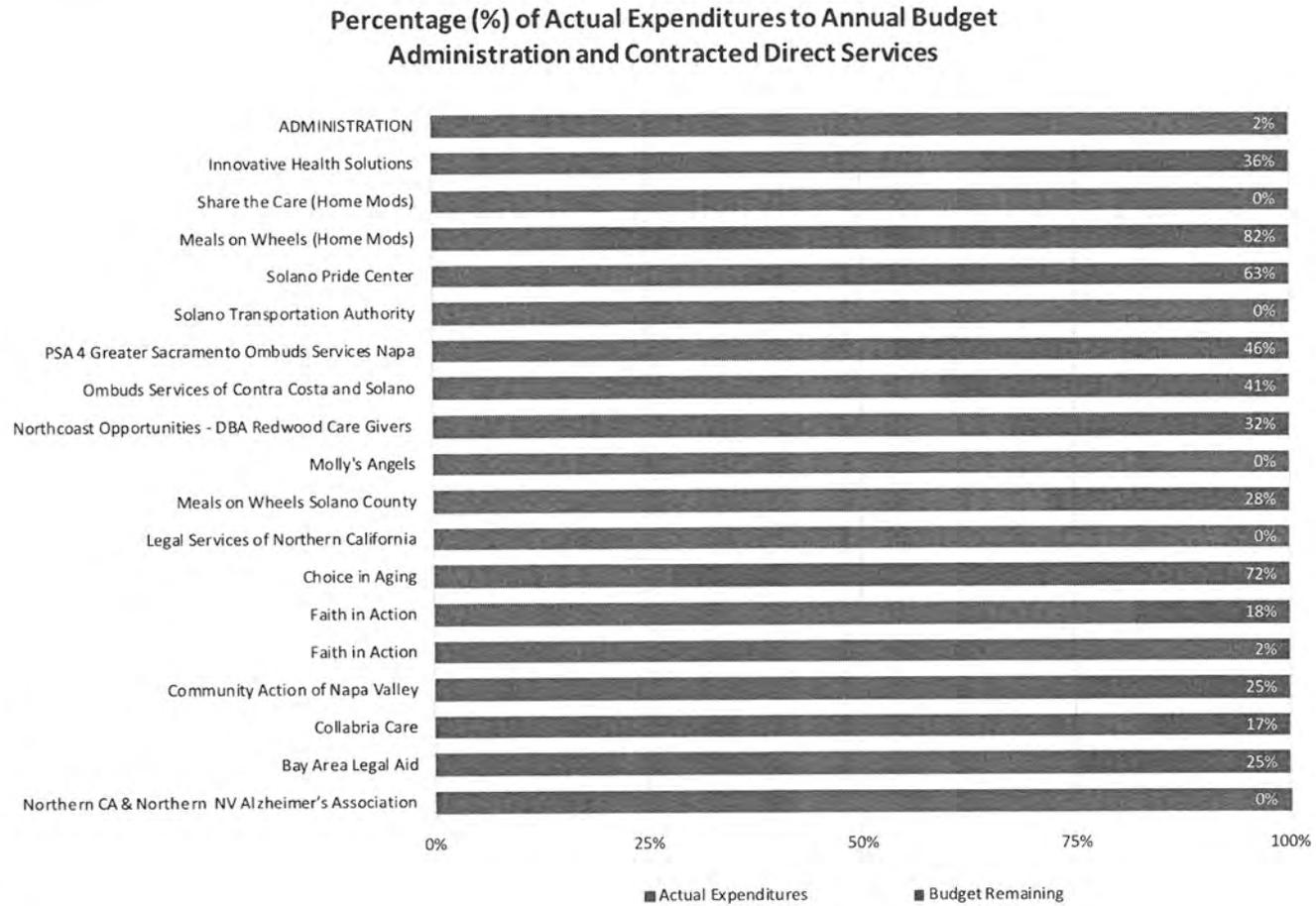
- (1) Awaiting contractor's signature
- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

Note: *Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

Napa/Solano Area Agency on Aging Fiscal Presentation

D. ALLOCATED FUNDING EXPENDITURE RATES - ADMINISTRATION AND DIRECT SERVICE CONTRACTORS

As of: April 30, 2020



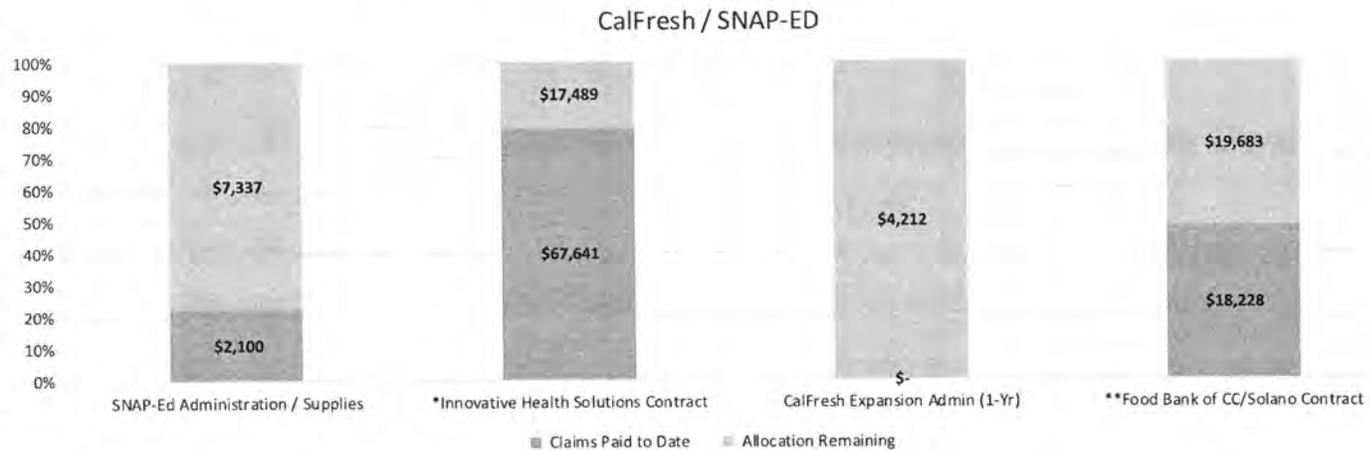
Napa/Solano Area Agency on Aging Fiscal Presentation

PART II: FY 19-20 SNAP-Ed & CalFresh Expansion

TOTAL FEDERAL & STATE FUNDING (Funding Level, Allocation Status and Claims Paid)

As of: April 30, 2020

CalFresh/SNAP-Ed	Total Funding	Allocated Funds	Unallocated Funds	Claims Paid to Date	Allocation Remaining
SNAP-Ed Administration / Supplies	\$ 9,437	\$ 9,437	\$ -	\$ 2,100	\$ 7,337
*Innovative Health Solutions Contract	\$ 85,130	\$ 85,130	\$ -	\$ 67,641	\$ 17,489
CalFresh Expansion Admin (1-Yr)	\$ 4,212	\$ 4,212	\$ -	\$ -	\$ 4,212
**Food Bank of CC/Solano Contract	\$ 37,911	\$ 37,911	\$ -	\$ 18,228	\$ 19,683
Total Funding	\$ 136,690	\$ 136,690	\$ -	\$ 87,968	\$ 48,722



*The contractor "Innovative Health Solutions" will coordinate and provide Tai Chi for Arthritis and Health Promotion program training, Bingocize exercise and movement for seniors, and senior nutrition instruction to promote healthy food and drink choices, and coordinate with our SNAP-Ed partners to increase access & resources for evidence-based physical, and nutritional activities for seniors.

**The 1-Yr contract with the Food Bank of CC/Solano is structured to provide information and assistance to SSI recipients in applying for previously unavailable CalFresh/SNAP-Ed benefits (this is one-time/1year funding).

Napa/Solano Area Agency on Aging Fiscal Presentation

Contracts Detail														Details of Services
Provider	Service Area	Contract Status	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Administration	*Total Budget	Claims Paid	Bal Remaining	
Northern CA & Northern NV Alzheimer's Association	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,732	\$ -	\$ -	\$ 24,732	\$ 24,732	\$ 0	Family Caregiver
Bay Area Legal Aid	Napa	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 37,500	\$ 12,500	Supportive Services: Legal Services
Collabria Care	Napa	Executed	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ 215,000	\$ 179,160	\$ 35,840	Supportive Services: Information and Assistance, Outreach, Registry, Case Management Caregiver: Information Services, Access Assistance, Support Services, Respite Care
Community Action of Napa Valley	Napa	Executed	\$ -	\$ -	\$ 200,000	\$ 270,084	\$ -	\$ -	\$ -	\$ -	\$ 470,084	\$ 352,566	\$ 117,518	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 14,675	\$ 325	Health Promotion: Fall Prevention
Faith in Action	Solano	Executed	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 89,882	\$ 20,118	Supportive Services: Phone Reassurance, Home Visiting, Transportation, Information and Assistance
Choice in Aging	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 13,860	\$ 36,140	Family Caregiver
Legal Services of Northern California	Solano	Executed	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ -	Supportive Services: Legal Services
Meals on Wheels Solano County	Solano	Executed	\$ 26,000	\$ -	\$ 491,317	\$ 764,787	\$ -	\$ -	\$ -	\$ -	\$ 1,282,104	\$ 922,151	\$ 359,953	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels	Napa	Executed	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 127,764	\$ -	\$ -	\$ 127,764	\$ 86,586	\$ 41,178	Family Caregiver
Ombuds Services of Contra Costa and Solano	Solano	Executed	\$ -	\$ 240,318	\$ -	\$ -	\$ -	\$ -	\$ 818	\$ -	\$ 241,136	\$ 142,942	\$ 98,194	Supportive Services and Elderly Abuse Prevention
PSA 4 Greater Sacramento Ombuds Services Napa	Napa	Executed	\$ -	\$ 165,030	\$ -	\$ -	\$ -	\$ -	\$ 7,301	\$ -	\$ 172,331	\$ 93,090	\$ 79,241	Ombudsman Services
Solano Transportation Authority	Solano	Executed	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	Supportive Services: Transportation
Solano Pride Center	Solano	Executed	\$ 48,409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,409	\$ 17,675	\$ 30,734	Peer Counseling, Case Management, Telephone Reassurance
Meals on Wheels (Home Mods)	Solano	Executed	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 8,081	\$ 36,919	Home Mods/Residential Repairs
Share the Care (Home Mods)	Napa	Executed	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	Home Mods/Residential Repairs
Innovative Health Solutions	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ 32,648	\$ -	\$ -	\$ -	\$ 32,648	\$ 20,968	\$ 11,680	Health Promotion: Fall Prevention
Stella Wu-Chu	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 24,950	\$ 5,050	Administration: Senior Nutrition Counseling
Napa / Solano Area Agency on Aging	Both	Executed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 211,737	\$ 211,737	\$ 211,737	\$ -	Administration
Total			\$ 609,409	\$ 405,348	\$ 691,317	\$ 1,034,871	\$ 47,648	\$ 287,496	\$ 8,119	\$ 241,737	\$ 3,325,945	\$ 2,440,556	\$ 885,389	

Pending Status:

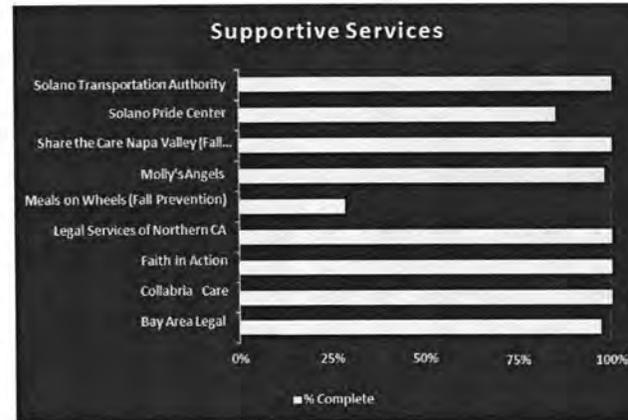
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- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

Note: *Amounts include Amendment 1 increase of \$93,571 (State) and Amendment 2 increase of \$492,316 (Fed \$187,689 / State \$304,627)

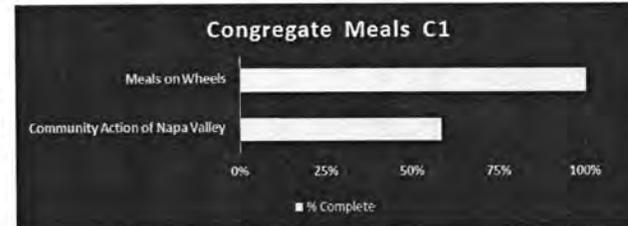
Napa/Solano Area Agency on Aging Fiscal Presentation

**NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
FY19/20 SERVICE UNITS
AS OF APRIL 30, 2020**

Contractors	Supportive Services		
	Units Completed	Contract Goals	% Complete
Bay Area Legal	728	750	97%
Collabria Care	7,278	3,933	185%
Faith in Action	19,424	15,776	123%
Legal Services of Northern CA	1,623	1,469	110%
Meals on Wheels (Fall Prevention)	28	98	29%
Molly's Angels	5,668	5,760	98%
Share the Care Napa Valley (Fall Prevention)	34	32	106%
Solano Pride Center	621	730	85%
Solano Transportation Authority	4,971	1,500	331%
Grand Total	40,375	30,048	134%



Contractors	Congregate Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	17,307	29,700	58%
Meals on Wheels	27,441	25,886	106%
Grand Total	44,748	55,586	81%



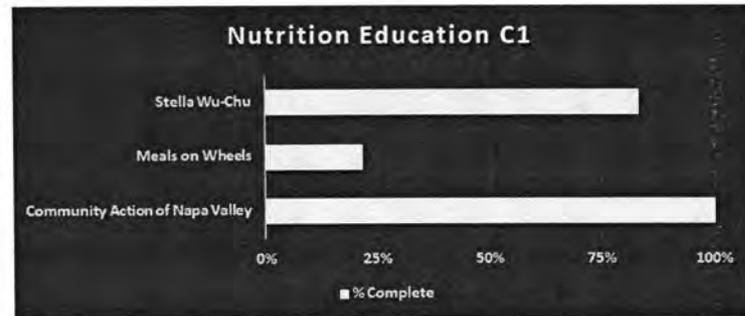
Contractors	Home Delivered Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	83,455	89,900	93%
Meals on Wheels	184,404	177,090	104%
Grand Total	267,859	266,990	100%



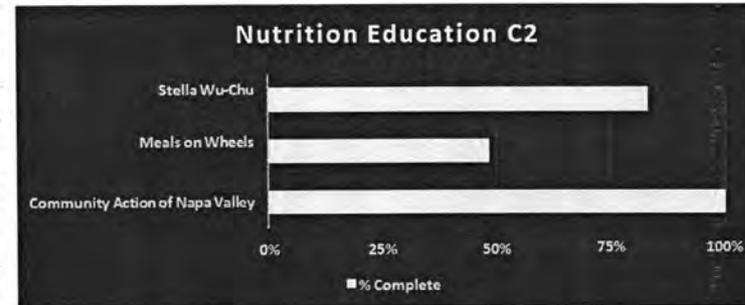
Napa/Solano Area Agency on Aging Fiscal Presentation

**NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
FY19/20 SERVICE UNITS
AS OF APRIL 30, 2020**

Contractors	Nutrition Education Congregate Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	659	200	330%
Meals on Wheels	868	4,000	22%
Stella Wu-Chu	125	150	83%
Grand Total	1,652	4,350	38%



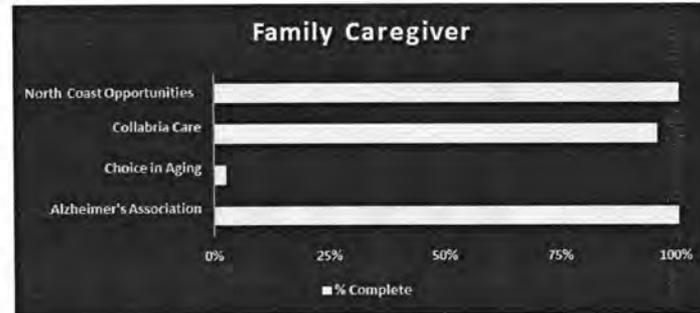
Contractors	Nutrition Education Home Delivered Meals		
	Units Completed	Contract Goals	% Complete
Community Action of Napa Valley	2,878	200	1439%
Meals on Wheels	4,366	9,000	49%
Stella Wu-Chu	125	150	83%
Grand Total	7,369	9,350	79%



Napa/Solano Area Agency on Aging Fiscal Presentation

NAPA SOLANO AREA AGENCY ON AGING (NSAAA)
 FY19/20 SERVICE UNITS
 AS OF APRIL 30, 2020

Contractors	Family Caregiver		
	Units Completed	Contract Goals	% Complete
Alzheimer's Association	475	418	114%
Choice in Aging	30	1,230	2%
Collabria Care	2,596	2,714	96%
North Coast Opportunities	2,579	2,290	113%
Grand Total	5,680	6,652	85%



Contractors	Health Promotion		
	Units Completed	Contract Goals	% Complete
Faith in Action	715	676	106%
Innovative Health Solutions	906	490	185%
Grand Total	715	676	106%



Notes:

*Ombudsman Program activities are reported directly to the Office of State Ombudsman by Napa Obudsman and Ombudsman Services of Contra Costa.
 Elder Abuse Prevention Program activities are reported on a quarterly basis by completing CDA 1037 Elder Abuse Prevention Quarterly Report.*



Questions?

Thank you!

NAPA/SOLANO AREA AGENCY ON AGING

ASSISTANCE - ADVOCACY - ANSWERS



NS/AAA Fiscal Presentation

FY2021 AP Final Budget Distribution

Napa/Solano Area Agency on Aging Fiscal Presentation

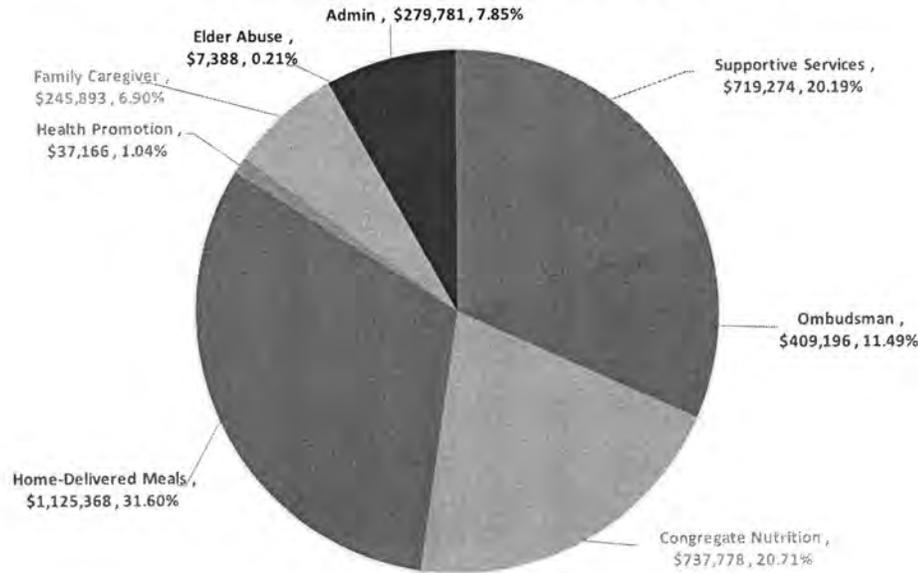
PART I: FY20/21 AP, HR6201 Families First Coronavirus Response Act & CDA Dignity at Home Funding Distribution - PSA 28

A. TOTAL FEDERAL & STATE FUNDING (Funding Level and Allocation Status)

As of: **May 31, 2020**

	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Health Promotion	Family Caregiver	Elder Abuse	Admin	Total
Updated Baseline (Inc. Transfers)	\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 279,781	\$ 3,561,844
One Time Only (OTO)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
*Total Funding - AP2021-28	\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 279,781	\$ 3,561,844
Allocated Funds	\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 279,781	\$ 3,561,844
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AP2021-28 TOTAL FUNDING BY SERVICE TYPE



Note: *Funding amounts include approved FY20/21 CDA AP \$3,045,474, HR6201 \$372,620, and Dig@Home \$143,750 Funding Docs = \$3,561,844

Napa/Solano Area Agency on Aging Fiscal Presentation

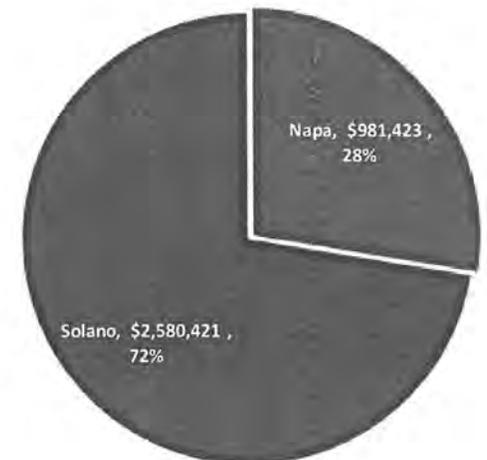
B. CONTRACT FUNDING ALLOCATIONS BY SERVICE AREA

As of: **May 31, 2020**

Service Area	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Health Promotion	Family Caregiver	Elder Abuse	Admin	Total	% to Total
Napa	\$ 180,277	\$ 164,250	\$ 191,022	\$ 288,712	\$ -	\$ 64,350	\$ 7,388	\$ -	\$ 895,999	25.16%
Solano	463,997	244,946	538,905	814,507	-	181,543	-	-	\$ 2,243,898	63.00%
Both	75,000	-	7,851	22,149	37,166	-	-	279,781	\$ 421,947	11.85%
Total	\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 279,781	\$ 3,561,844	100.00%

Service Area	Contracts Serving Napa or Solano		Contracts Serving Both Counties **		Total	%
	Amount	%	Amount	%		
Napa	\$ 895,999	28.54%	\$ 85,424	20.25%	\$ 981,423	27.55%
Solano	2,243,898	71.46%	336,523	79.75%	\$ 2,580,421	72.45%
Total	\$ 3,139,897	100.00%	\$ 421,947	100.00%	\$ 3,561,844	100.00%

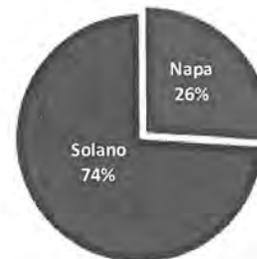
CONTRACT FUNDING PER SERVICE AREA



**Percentage of allocations based on prorated share of population served in each County as Provided by California Department of Aging (2020 Data)

County	Population	%
Napa	38,005	26.17%
Solano	107,199	73.83%
Total	145,204	100.00%

POPULATION



Note: *Funding amounts include approved FY20/21 CDAAP \$3,045,474, HR6201 \$372,620, and Dig@Home \$143,750 Funding Docs = \$3,561,844

Napa/Solano Area Agency on Aging Fiscal Presentation

C. CONTRACT STATUS AND ACTUAL EXPENDITURES

As of: May 31, 2020

Provider	Service Area	Status	Total Budget Allocation*	Claims Paid	Budget Remaining	Services
Northern CA & Northern NV Alzheimer's Association	Solano	2	30,000	-	30,000	Family Caregiver
Bay Area Legal Aid	Napa	2	21,963	-	21,963	Supportive Services: Legal Services
Collabria Care IIIB	Napa	2	58,568	-	58,568	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley IIIC	Napa	2	479,734	-	479,734	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Solano	2	70,000	-	70,000	Transportation
Legal Services of Northern California	Solano	2	70,000	-	70,000	Supportive Services: Legal Services
Meals on Wheels Solano County IIIC	Solano	2	1,353,412	-	1,353,412	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels IIIB	Napa	2	65,889	-	65,889	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	2	126,543	-	126,543	Family Caregiver
Ombuds Services of Contra Costa and Solano	Solano	2	244,946	-	244,946	Ombudsman Services and Elderly Abuse Prevention
Molly's Angels Ombudsman Napa	Napa	2	171,638	-	171,638	Ombudsman Services and Elder Abuse Prevention
Solano Pride Center IIIB	Solano	2	68,479	-	68,479	Peer Counseling, Case Management, Telephone Reassurance
Innovative Health Solutions IIID	Both	2	37,166	-	37,166	Health Promotion: Fall Prevention
Share the Care Home Mods GFIIIB	Napa	2	33,857	-	33,857	Supportive Services: Home Mods-Fall Prevention
Meals on Wheels Home Mods GFIIIB	Solano	2	95,518	-	95,518	Supportive Services: Home Mods-Fall Prevention
Ombuds Services of Contra Costa and Solano	Solano	2	75,000	-	75,000	Supportive Services: Information and Assistance, Outreach, Telephone
Meals on Wheels IIIB	Solano	2	85,000	-	85,000	Supportive Services: Information and Assistance, Outreach, Telephone
Stella Wu-Chu IIIC	Both	2	30,000	-	30,000	Senior Nutrition Program Guidance, Inspection and Education
Collabria Care IIIE	Napa	2	64,350	-	64,350	Caregiver: Information Services, Access Assistance, Support Services,
Innovative Health Solutions IIIE	Solano	2	25,000	-	25,000	Family Caregiver
DIRECT SERVICES			\$ 3,207,063	\$ -	\$ 3,207,063	
Napa / Solano Area Agency on Aging	Both	2	354,781	-	354,781	Administration, Program Development & Coordination (PDC)
ADMINISTRATION & PDC			\$ 354,781	\$ -	\$ 354,781	
GRAND TOTAL			\$ 3,561,844	\$ -	\$ 3,561,844	

Pending Status:

- (1) Awaiting contractor's signature
- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

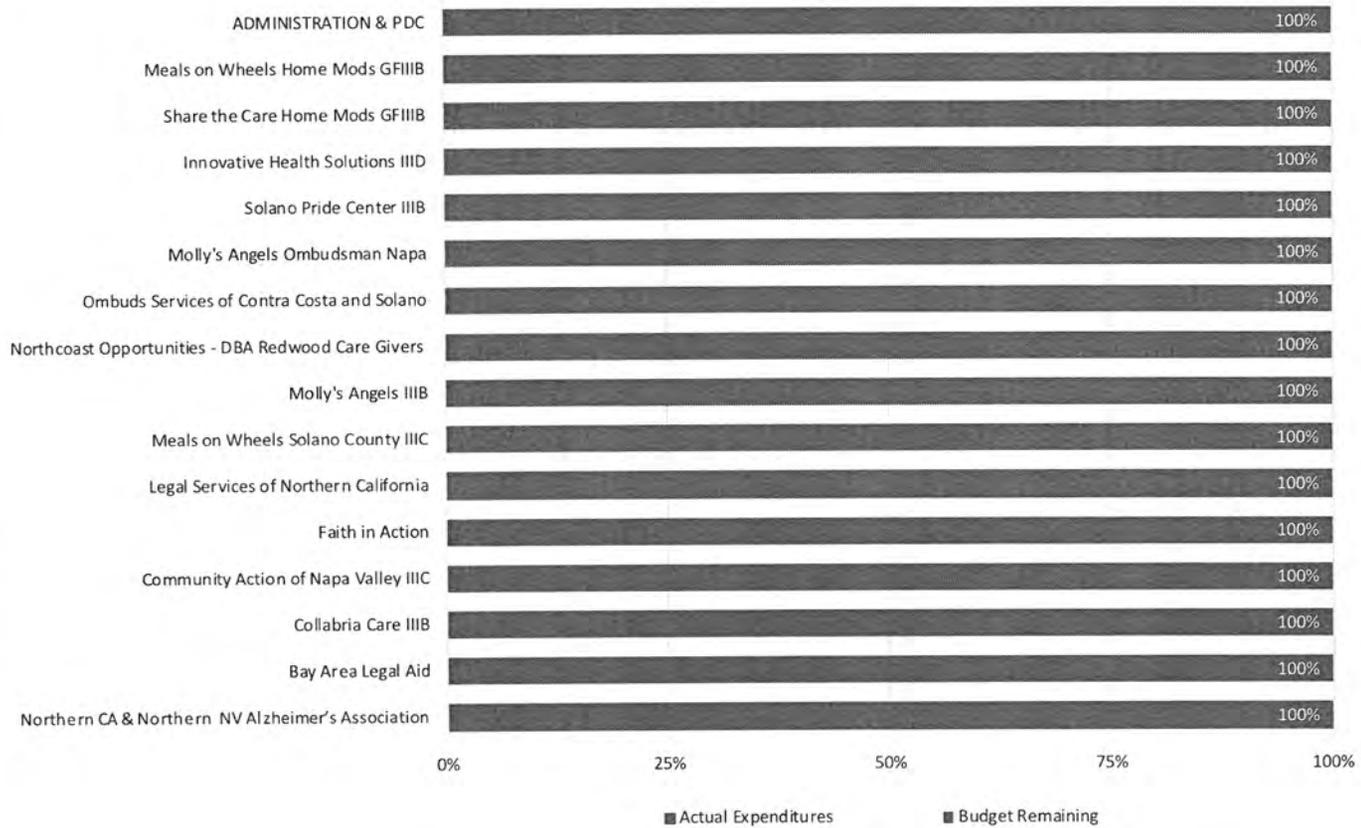
Note: *Funding amounts include approved FY20/21 CDA AP \$3,045,474, HR6201 \$372,620, and Dig@Home \$143,750 Funding Docs = \$3,561,844

Napa/Solano Area Agency on Aging Fiscal Presentation

D. ALLOCATED FUNDING EXPENDITURE RATES - ADMINISTRATION AND DIRECT SERVICE CONTRACTORS

As of: **May 31, 2020**

**Percentage (%) of Actual Expenditures to Annual Budget
Administration and Contracted Direct Services**



Napa/Solano Area Agency on Aging Fiscal Presentation

PART II: FY 19-20 SNAP-Ed & CalFresh Expansion (funding thru Sep 2020)

TOTAL FEDERAL & STATE FUNDING (Funding Level, Allocation Status and Claims Paid) As of: May 31, 2020

CalFresh/SNAP-Ed	Total Funding	Allocated Funds	Unallocated Funds	Claims Paid to Date	Allocation Remaining
SNAP-Ed Administration / Supplies	\$ 9,437	\$ 9,437	\$ -	\$ 2,100	\$ 7,337
*Innovative Health Solutions Contract	\$ 85,130	\$ 85,130	\$ -	\$ 67,641	\$ 17,489
CalFresh Expansion Admin (1-Yr)	\$ 4,212	\$ 4,212	\$ -	\$ -	\$ 4,212
**Food Bank of CC/Solano Contract	\$ 37,911	\$ 37,911	\$ -	\$ 18,228	\$ 19,683
Total Funding	\$ 136,690	\$ 136,690	\$ -	\$ 87,968	\$ 48,722



*The contractor "Innovative Health Solutions" will coordinate and provide Tai Chi for Arthritis and Health Promotion program training, Bingocize exercise and movement for seniors, and senior nutrition instruction to promote healthy food and drink choices, and coordinate with our SNAP-Ed partners to increase access & resources for evidence-based physical, and nutritional activities for seniors.

**The 1-Yr contract with the Food Bank of CC/Solano is structured to provide information and assistance to SSI recipients in applying for previously unavailable CalFresh/SNAP-Ed benefits (this is one-time/1year funding).

Napa/Solano Area Agency on Aging Fiscal Presentation

Contracts Detail														
Provider	Service Area	Contract Status	Supportive Services	Ombudsman	Congregate Nutrition	Home-Delivered Meals	Disease Prevention	Family Caregiver	Elder Abuse	Administration	*Total Budget	Claims Paid	Bal Remaining	Details of Services
Northern CA & Northern NV Alzheimer's Association	Solano	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	Family Caregiver
Bay Area Legal Aid	Napa	2	\$ 21,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,963	\$ -	\$ 21,963	Supportive Services: Legal Services
Collabria Care IIIB	Napa	2	\$ 58,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 58,568	\$ -	\$ 58,568	Supportive Services: Information and Assistance, Outreach, Registry, Case Management
Community Action of Napa Valley IIIC	Napa	2	\$ -	\$ -	\$ 191,022	\$ 288,712	\$ -	\$ -	\$ -	\$ -	\$ 479,734	\$ -	\$ 479,734	Congregate Meals, Home Delivered Meals and Nutrition Education
Faith in Action	Solano	2	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ 70,000	Transportation
Legal Services of Northern California	Solano	2	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -	\$ 70,000	Supportive Services: Legal Services
Meals on Wheels Solano County IIIC	Solano	2	\$ -	\$ -	\$ 538,905	\$ 814,507	\$ -	\$ -	\$ -	\$ -	\$ 1,353,412	\$ -	\$ 1,353,412	Congregate Meals, Home Delivered Meals, and Nutrition Education
Molly's Angels IIIB	Napa	2	\$ 65,889	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,889	\$ -	\$ 65,889	Supportive Services: Transportation and Telephone Reassurance
Northcoast Opportunities - DBA Redwood Care Givers	Solano	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,543	\$ -	\$ -	\$ 126,543	\$ -	\$ 126,543	Family Caregiver
Ombuds Services of Contra Costa and Solano	Solano	2	\$ -	\$ 244,946	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 244,946	\$ -	\$ 244,946	Ombudsman Services and Elderly Abuse Prevention
Molly's Angels Ombudsman Napa	Napa	2	\$ -	\$ 164,250	\$ -	\$ -	\$ -	\$ -	\$ 7,388	\$ -	\$ 171,638	\$ -	\$ 171,638	Ombudsman Services and Elder Abuse Prevention
Solano Pride Center IIIB	Solano	2	\$ 68,479	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,479	\$ -	\$ 68,479	Peer Counseling, Case Management, Telephone Reassurance
Innovative Health Solutions IIID	Both	2	\$ -	\$ -	\$ -	\$ -	\$ 37,166	\$ -	\$ -	\$ -	\$ 37,166	\$ -	\$ 37,166	Health Promotion: Fall Prevention
Share the Care Home Mods GFIIIB	Napa	2	\$ 33,857	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,857	\$ -	\$ 33,857	Supportive Services: Home Mods-Fall Prevention
Meals on Wheels Home Mods GFIIIB	Solano	2	\$ 95,518	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,518	\$ -	\$ 95,518	Supportive Services: Home Mods-Fall Prevention
Ombuds Services of Contra Costa and Solano IIIB	Solano	2	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	Supportive Services: Information and Assistance, Outreach, Telephone Reassurance
Meals on Wheels IIIB	Solano	2	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ 85,000	Supportive Services: Information and Assistance, Outreach, Telephone Reassurance, Case Management
Stella Wu-Chu IIIC	Both	2	\$ -	\$ -	\$ 7,851	\$ 22,149	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	Senior Nutrition Program Guidance, Inspection and Education
Collabria Care IIIE	Napa	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,350	\$ -	\$ -	\$ 64,350	\$ -	\$ 64,350	Caregiver: Information Services, Access Assistance, Support Services, Respite Care
Innovative Health Solutions IIIE	Solano	2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000	Family Caregiver
Napa / Solano Area Agency on Aging	Both	2	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,781	\$ 354,781	\$ -	\$ 354,781	Administration, Program Development & Coordination (PDC)
Total			\$ 719,274	\$ 409,196	\$ 737,778	\$ 1,125,368	\$ 37,166	\$ 245,893	\$ 7,388	\$ 279,781	\$ 3,561,844	\$ -	\$ 3,561,844	

Pending Status:

- (1) Awaiting contractor's signature
- (2) Awaiting scope of work and budget documents
- (3) Request for Proposal (RFP)

Note: *Funding amounts include approved FY20/21 CDA AP \$3,045,474, HR6201 \$372,620, and Dig@Home \$143,750 Funding Docs -\$3,561,844



Questions?

Thank you!

**FIRST AMENDMENT TO THE
JOINT EXERCISE OF POWERS AGREEMENT BETWEEN NAPA COUNTY AND
SOLANO COUNTY
(AREA AGENCY ON AGING)**

THIS FIRST AMENDMENT ("First Amendment") is entered into as of _____, 2020, between the Napa County ("Napa") and Solano County ("Solano") individually referred to as "party," jointly referred to as "parties", each of which is a political subdivision of the State of California.

RECITALS

WHEREAS, the parties entered into that Joint Exercise of Powers Agreement dated _____ (the "JEPA") to establish the Area Agency on Aging Serving Napa and Solano, the agency designated by the California Department on Aging ("CDA") within Planning and Service Area 28 ("PSA 28") pursuant to 22 C.C.R. § 7206 ("AAA"), and the joint operation of it; and

WHEREAS, the JEPA, in its Exhibit A, provides for a formula for distributing funds from CDA, grants and donations received from outside Napa or Solano between the two counties based on each county's percentage of the total population served by the AAA; and

WHEREAS, while the JEPA essentially requires the parties to set the percentages on an annual basis, this First Amendment would set the formula, subject to any future amendment by the parties; and

WHEREAS, the parties agree to amend the JEPA as set forth below.

AGREEMENT

1. Funding Distribution Formula (Exhibit A)

Exhibit A is deleted in its entirety and replaced with the Funding Distribution Formula attached to and incorporated into this First Amendment as Exhibit A-1.

2. Effectiveness of JEPA

Except as set forth in this First Amendment, all other terms and conditions specified in the JEPA remain in full force and effect.

THIS FIRST AMENDMENT was executed by the parties below as of the date first written above.

COUNTY OF NAPA, a political subdivision
of the State of California

COUNTY OF SOLANO, a political
subdivision of the State of California

By: _____
Chair, Napa County Board of Supervisors

By: _____
Chair, Solano County Board of Supervisors

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Jeffery Brax, Napa County Counsel

Bernadette S. Curry, Solano County Counsel

By: _____
Deputy County Counsel

By: _____
Deputy County Counsel

EXHIBIT A-1

Funding Distribution Formula

1. Funds from CDA, grants and donations received from outside Napa or Solano shall be divided between the counties based on each county's percentage of the total population served by the AAA, as determined annually by CDA. For the first fiscal year (July 1 – June 30) of the Agreement, the parties agree that the percentages shall be 26.51% for Napa and 73.49% for Solano.

~~2. As part of the annual budget approval process in Section 4 of the Joint Exercise Powers Agreement between Napa County and Solano County the parties shall consult and change, if necessary, the percentages for each subsequent fiscal year.~~

~~23.~~ Donations received from within each county shall be credited to that county.

~~34.~~ Audit Findings shall be shared as follows:

A. If the findings are related to a contract that provides services in only one county, the findings shall be the responsibility of the county where the services were provided.

B. For all other audit findings, the findings shall be shared based on each county's percentage of the total population served for the FY the finding is for.



**Advisory Council on Aging (ACOA)
MINUTES
May 5, 2020
Virtual Meeting 323-457-3408, PIN 725 207 00#**

CALL TO ORER – 10:03 a.m.

PRESENT: Elaine Clark, Program Staff; Brenda Crawford, Chair; Dane Reeves, Vice Chair; Donna Altes; Brenda Burke; Verneal Brumfield; Linda Chandler; Jenalee Dawson; Deanna DuPont; Donna Harris; Fran Rosenberg; Arnold Koenig; Robert Padilla; Richard White

COMMENTS FROM THE PUBLIC: No Guests

APPROVAL OF THE AGENDA: M/S/A

APPROVAL OF THE MINUTES: M/S/A

VOTE ON OFFICERS

- The Ad Hoc Nominating Committee submitted the following slate of officers:
 - Richard White – Chair
 - Dane Reeves – Vice Chair
 - Susan Ensey – Secretary
- A Roll Call vote was taken with a unanimous acceptance of the slate of officers.
- Brenda Crawford passed the meeting to Richard White as the new Chair.

REPORTS

COMMITTEES

- **Executive:**
 - No meeting of the Executive Committee
- **Legislative:**
 - Richard White, Chair reported that he sent several communications to the Advisory Council Members including the PSA Report; copy of letter to Mayors; and copy of Press Release for Application for the Advisory Council.
 - A committee to review the applications will include: Robert Padilla; Verneal Brumfield; Donna Altes; Brenda Burke; Arnold Koenig; Fran Rosenberg; and alternate, Donna Harris.
- **Program:**
 - Elaine Clark reported that there was no meeting in April.
 - It was suggested that the Committee consider outreach to seniors with pet dogs, for education and protocols on community interaction as this is affecting many senior residents in assisted living.



- **Communications:**

- Deanna DuPont, Chair read the Press Release that will be sent to media for applicants for the Advisory Council. Council Members responded with suggestions for more contacts and they will send the information to Deanna's email.

STAFF

- Elaine Clark reported that there will be no FEMA restaurant program in Solano or Napa counties due to the Meals on Wheels program which has been extended to serve more people. The program is serving 2 meals a day and is delivering a week of meals to avoid less contact with those receiving the meals.
- There is more funding and outreach to the home bound from the Ombudsman with telephone calls and additional Title III B services. There is more involvement with long term care communities and the Solano County Health Director is working behind the scenes daily with critical issues. (Brenda Crawford Comment: Better positive messaging from the County Health Director.)
- The Senior Resource Guide for Napa and Solano Counties is moving forward with help from Advisory Council members and volunteers from Carquinez Village recruited by Linda Chandler.
- There may be funding cuts from the state which might affect the State Plan due to the Covid-19 pandemic.

OLD BUSINESS

- Richard White reported that the "Mayors" letter has been sent to 12 Mayors.

NEW BUSINESS

- Richard White reported that the TACC Report was sent on May 4, 2020 and that the meeting will be next week.

ANNOUNCEMENTS

- Brenda Burke reported that the increase in the need for pet and dog food has been severe and is being met with generous donations.
- Donna Harris announced that the Rainbow Lunch Service in Fairfield is inviting community members in need to join the group for lunch. For information go to SolanoPride.org.
- Donna Harris invites people to go to the Mahler House Visual Art website to see a Quarantine Gallery online: fvaa-arts.org/quarantine-gallery.

ADJOURNED – 11:15 a.m.

Next Scheduled ACOA Meeting: Tuesday, June 2, 10:00 – 12:00



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, December 7, 2020
10:00 am to 12:00 pm (noon)

Virtual Meeting – Zoom: <https://countyofnapa.zoom.us/j/93407042850>.

Meeting ID -- 934-0704-2850

Phone: 669-900-6833

NAPA/SOLANO AREA AGENCY ON AGING MEETING ROTOCOL

IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic. The Napa/Solano Area Agency on Aging hereby provides notice that it will continue to convene its regularly scheduled public meetings of the Oversight Board and Advisory Council telephonically, as provided in the publicly posted agenda notice, and until further notice. Pursuant to the Executive Order, and to maintain the orderly conduct of the meeting, the Napa/Solano Area Agency on Aging will allow Board members and Council members to attend the meetings telephonically and to participate in the meetings to the same extent as if they were present.

Members of the public who wish to participate may participate telephonically. For members of the public who wish to participate, but not to attend telephonically, you may submit written comments on any matter within the Board or Council's subject matter jurisdiction, regardless of whether it is on the agenda for Board or Council consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Napa/Solano Area Agency on Aging staff no later than 9:00 a.m. on the morning prior to the noticed meeting. To submit written comments by email, please forward them to eclark@solanocounty.com. To submit such comments by U.S. Mail, please forward them to:

Elaine Clark

Napa/Solano Area Agency on Aging

275 Beck Avenue

Fairfield, CA 94533

All meetings are recorded.

Agenda available online at: <https://aaans.org/agendas-%26-meeting-minutes>



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



Agenda

CALL TO ORDER – 10:00am

ROLL CALL

ITEMS FROM THE PUBLIC --This portion of the meeting is your opportunity to address the Oversight Board on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the Oversight Board. Items from the public must be submitted in advance and will be taken under consideration without discussion by the Oversight Board and may be referred to staff.

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM September 28, 2020 -- Attached

ACTION ITEMS – These items require Action by the Oversight Board; if no quorum exists, these items will be for discussion only, and they will carry over to a subsequent meeting of the Oversight Board for Action.

1. Vote to support the Advisory Council on Aging recommendation for CARES Act funding contract with Innovative Health Solutions for HealthRx Program in Solano – Elaine Clark -- **Handout**

REPORTS – Presented by N/S AAA staff; no Action required.

1. Receive budget and service unit update – Jay Peno – **Handout**
2. Napa Fall Prevention and Emergency Financial Assistance programs update – Elaine Clark -- **Handout**
3. Advisory Council on Aging vacancies, 3 in Napa, 2 in Solano – Elaine Clark
4. Oversight Board 2021 changes – Elaine Clark/Joyce Goodwin/Monica Brown
5. Napa Ombudsman Services presentation – John Lord-- **Handout**

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled virtual meeting of the Napa/Solano AAA Oversight Board on January 25, 2021.

Napa/Solano Area Agency on Aging Oversight Board
Meeting Minutes September 28, 2020

Location: Virtual Meeting – Zoom: <https://www.zoom.us/join>
Meeting ID 934-0704-2850
Phone: 1-669-900-6833
Date: Monday, September 28, 2020
Time: 10:00 am – 12:00 pm

Attendees: Chair Supervisor Brad Wagenknecht, Supervisor Monica Brown, Mayor Bob Sampayan, Councilwoman Liz Alessio, Cookie Clark, Joyce Goodwin, Elaine Clark

Approval of Minutes from July 27, 2020, moved, seconded and passed.

Approval of Agenda moved, seconded and passed.

Reports

- Fiscal Presentation – Jay Peno
- Ombudsman Phase 1 reopening. Paid staff now entering facilities and responding to concerns – Elaine Clark

Action Items

- CARES Act contract distribution motion to approve contracts moved, seconded and passed.
- Motion to cancel November 23 and December 28 meetings and hold a combined meeting on Monday December 7 moved, seconded and passed.

Board Member Comments

Good meeting. Good discussions about our budget, future budgets and the Karen's Act.

Emergency Packs- 600-650 will be purchased and available to Solano County Service Providers to distribute.

Next meeting October 26, 2020

Meeting adjourned 10:51 a.m.

NAPA/SOLANO
AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



SENIOR EMERGENCY FINANCIAL ASSISTANCE

Napa/Solano Area Agency on Aging is providing one-time emergency aid to **Seniors 60+** who face hardship resulting from the economic impact of **COVID-19**.

To be eligible for **Emergency Financial Assistance**, you must:

- Live in Napa or Solano County.
- Must be at least 60+ years of age, or a disabled adult.
- Must show proof of inability to pay rent, utilities, or have other financial needs.
- Submit required documentation.

Staff will personally contact individuals to:

- ✓ Assess household needs and eligibility
- ✓ Complete the application
- ✓ Explain needed documentation
- ✓ Answer questions

For more information or to obtain an application, please contact the **Benicia Family Resource Center** at (707) 746-4352 or email Klara@ci.benicia.ca.us.

Napa/Solano Oversight Board

Last Name	First Name	Regular/Alternate	City	Email	Start Date	End Date
Alessio	Liz	Regular	Napa	lalessio@cityofnapa.org	12/4/2018	12/5/2022
Brown	Monica	Regular	Fairfield	mebrown@solanocounty.com	12/10/2018	11/7/2022
Clark	Beatryce	Alternate	Vacaville	cookie.clark@sbcglobal.net	12/10/2018	12/5/2024
Gregory	Ryan	Alternate	Napa	ryan.gregory@countyofnapa.org	12/10/2018	11/1/2022
Hannigan	Erin	Alternate	Fairfield	ehannigan@solanocounty.com	11/6/2018	11/7/2022
Hendriksz	Xavia	Regular	Napa	xhendriksz@yahoo.com	12/10/2018	12/5/2024
Metcalfe-Foster	Delphine	Alternate	Vallejo	color123@comcast.net	12/10/2018	12/5/2024
Oro	David	Alternate	American Canyon	doro@cityofamericancanyon.org	12/10/2018	12/5/2022
TBD-S Elected		Regular	Solano			11/1/2022
TBD-S		Regular	Solano			12/5/2024
TBD-S Elected		Alternate	Solano			11/1/2022
Sillen	Steven	Regular	Benicia	stevesillen@sbcglobal.net	12/10/2018	12/5/2024
Stanton	Heather	Regular	Napa	heatherstanton3@gmail.com	12/10/2018	12/5/2024
Wagenknecht	Brad	Regular	Napa	brad.wagenknecht@countyofnapa.org	12/10/2018	11/1/2022

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



OVERSIGHT BOARD 2021 MEETING DATES

The Oversight Board of the Napa/Solano Area Agency on Aging meets the fourth Monday of the month. The following meeting dates are tentative. If there is no business before the Board, meetings may be cancelled.

January 25
February 22
March 22
April 26
May 24
June 28
July 26
August 23
September 27
October 25
November 27
December 27