



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, April 26, 2021
10:00 am to 12:00 pm (noon)

Virtual Meeting: Zoom

<https://us02web.zoom.us/j/89953090023?pwd=QnN4YTJldzI2amFDRXQ4bThBN0ZrZz09>

Meeting ID -- 899 5309 0023

Passcode -- 396628

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://www.aaans.org/oversight-board>



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.

WELCOME – Monica Brown

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES FROM February 22, 2021 -- 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.

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

1. Area Plan Update Presentation – Elaine Clark – **Handout**
2. Receive budget and service unit update – Jay Peno – **Handout**
3. Family Resource Center emergency services update – Elaine Clark -- **Handout**

ACTION ITEM

1. Approved accepting the 2021-2022 Area Plan contract from CDA for \$3,157,051 – Elaine Clark -- **Handout**
2. Approve proposed service contracts for 2021-2022 –Elaine Clark – **Handout**
3. Request AAA to create printed program guide using 2021-2022 funds – **McConnell/Brown**

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled virtual meeting of the Napa/Solano AAA Oversight Board on May 24, 2021.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes February 21, 2021

Location: Virtual Meeting – Zoom: <https://countyofnapa.zoom.us/j/9340702850>
Meeting ID 934-0704-2850
Phone: 1-669-900-6833
Date: Monday, February 21, 2021
Time: 10:00 am – 12:00 pm

Attendees: Board Members: Supervisor Monica Brown, Supervisor Brad Wagenknecht, Mayor Robert McConnell, Councilwoman Liz Alessio, Xavia Hernandez, Steve Sillen, Heather Stanton, Mayor Ronald Kott
AAA Staff: Gwendolyn Gill, Elaine Clark

Approval of Agenda moved by Heather Stanton, seconded by Steve Sillen, and passed unanimously.

Approval of Minutes from January 25, 2021, moved by Brad Wagenknecht, seconded by Xavia Hendricksz and passed unanimously.

Action Items

- Vote to approve accepting Amendment 1 to the current Area Plan contract for One-Time-Only and Adjustment funding of \$153,674 to be spent before June 30, 2021
 - Motion to approve by Heather Stanton; seconded by Steve Sillen; passes unanimously.
- Vote to allocate new funding according to the JEPA
 - Motion to approve by Steve Sillen; seconded by Brad Wagenknecht; passes unanimously
- Vote to approve approve the new population allocation for 2021-2022 contracts
 - Motion to approve by Brad Wagenknecht; seconded by Heather Stanton; passes unanimously
- Vote to consolidate November and December meetings to December 6, 2021
 - Motion to approve by Brad Wagenknecht; seconded by Xavia Hendricksz; passes unanimously

Reports

- Receive budget and service unit update – Jay Peno

Board Member Comments - None

Meeting adjourned 11:15 a.m. to March 22, 2021.

NSAAA Emergency Asst Program 3/31/2021 Status

City	Approve	Deny	Pending		Rent	PGE	Water	Other	Total Used	Percent per City	Total Allotted
			Apps								
Benicia	15	0	1		\$20,145.94	\$3,562.10	\$383.48	\$2,228.51	\$26,320.03	8%	\$27,563.96
Dixon	1	1	0		\$2,225.00				\$2,225.00	4%	\$13,781.98
FF/Suisun	10	3	2		\$11,873.00	\$4,410.10	\$957.62	\$238.40	\$17,479.12	27%	\$93,028.36
Rio Vista	1	1	0		\$1,360.00	\$1,140.00			\$2,500.00	5%	\$17,227.47
Vallejo	10	4	1		\$15,000.00	\$2,119.56	\$612.74	\$2,265.66	\$19,997.96	35%	\$120,592.32
Vacaville	5	3	2		\$6,295.00		\$221.21	\$1,200.00	\$7,716.21	21%	\$72,355.39
Napa County	6	3	0		\$5,850.00	\$1,650.00		\$1,500.00	\$9,000.00		\$60,852.52
CITY TOTALS	48	15	6		\$62,748.94	\$12,881.76	\$2,175.05	\$7,432.57	\$85,238.32		\$405,402.00

Notes

- 1) 13 denials were due to lack of follow up by the applicant after repeated contact. They are all eligible to reapply.
Two applicants were too young and not disabled.
- 2) 74% of disbursement is for rent. 15% is for PGE. 3% is for water. 8% is other.
- 3) Other includes mobile home space rental, home heating repair and special HOA assessment.
- 4) As shown, Benicia has received the largest disbursement amount. Benicia is allotted 8% of the total grant amount by population.
We will discontinue applications in Benicia when we reach the 8% allotment, to make sure all cities receive their fair distribution.
- 5) Disbursement for this project began January 1, 2021. Numbers reflect twelve weeks that the program has been active.

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

AP-2122-28

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

California Department of Aging

CONTRACTOR NAME

County of Solano

2. The term of this Agreement is:

START DATE

7/1/2021

THROUGH END DATE

6/30/2022

3. The maximum amount of this Agreement is:

\$ 3,157,051 Three million one hundred fifty-seven thousand fifty-one and 00/100 dollars

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	16 pages
Exhibit A, Attachment 1	General Information	1 page
Exhibit B	Budget Detail and Payment Provisions	12 pages
Exhibit B, Attachment 1	Budget Display	1 page
Exhibit C	General Terms and Conditions – GTC-4/2017*	0 pages
Exhibit D	Special Terms and Conditions	34 pages
Exhibit E	Additional Provisions	16 pages

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Solano

CONTRACTOR BUSINESS ADDRESS

275 Beck Avenue, MS 5-200

CITY

Fairfield

STATE

CA

ZIP

94533-

PRINTED NAME OF PERSON SIGNING

TITLE

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

California Department of Aging

CONTRACTING AGENCY ADDRESS

1300 National Drive, Suite 200

CITY

Sacramento

STATE

CA

ZIP

95834

PRINTED NAME OF PERSON SIGNING

TITLE

Nate Gillen

Chief, Business Management Branch

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

AG OP 80-111