

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

MEETING AGENDA

February 7, 2023 - 10:00 AM – 12:00 PM

Solano County Events Center
601 Texas Street
Fairfield, CA 94533

The Advisory Council on Aging does not discriminate against persons with disabilities. Meetings are held in accessible facilities. If you wish to attend this meeting and require assistance in order to participate, please call the Area Agency on Aging at least 24 hours in advance of the event to make reasonable arrangements. 707/784-8960.

Non-confidential materials related to an item on this Agenda submitted to the Advisory Council on Aging 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 items on the Agenda, please participate in the discussion so the Advisory Council on Aging can fulfill its purpose of being an informed community champion of older adults, advising the AAA, the Oversight Board, and the Napa and Solano Boards of Supervisors.

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Advisory Council on Aging

AGENDA February 7, 2023

CALL TO ORDER – 10:00 a.m.
ROLL CALL

WELCOME – Introduce new member – Verneal Brumfield

COMMENTS FROM THE PUBLIC

This is your opportunity to address the Advisory Council on a matter not on the Agenda, but it must be within the subject matter jurisdiction of the ACOA. Please limit comments to three minutes. Items from the public will be taken under consideration without discussion by the Advisory Council and may be referred to staff.

APPROVAL OF THE AGENDA / APPROVAL OF THE DRAFT MINUTES

REPORTS

- **Executive Committee:** Verneal Brumfield
- **Member Recruitment:** Richard White
- **AgeWell:** Cheryl Johnson
- **Update from MPA 2023 Kick-Off Event:** Cheryl Johnson
- **Advocacy/Legislation:** Tony Provine Legislative Update; Richard White CSL Update
- **Staff Report:** Elaine Clark

NEW BUSINESS

- **Discuss creating project team to recognize Older Americans Month in May 2023:** Richard White

PRIORITY GOALS: WORKING SESSION ON FINE TUNING GROUP GOALS, TIMELINES AND NEXT STEPS

- **Housing**
- **Nutrition**
- **Technology**
- **Transportation**

MARCH MEETING: Meeting on March 7, 2023 will be in-person in Napa.

ACTION ITEMS:

- Approve new project team to recognize Older Americans Month for May 2023.

ADJOURN – 12:00 p.m.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

DRAFT MINUTES
January 3, 2023

CALL TO ORER – 10:00

PRESENT: Elaine Clark, Executive Director AAA; Verneal Brumfield, Chair; Richard White, Past Chair; Fern Yaffa, Vice Chair; Susan Ensey, Secretary; Linda Chandler; Cheryl Johnson; Arnold Koenig; Elizabeth Murphy; Anne Payne; Tony Provine; Fran Rosenberg; Alan Werblin.

ABSENT: Jerry Castanon; Kris Coryell; Donna Harris; Dane Reeves.

GUESTS: Riitta DeAnda; Gwendolyn Gill; Jaquetta Jefferson; Michael Silva.

CONFIRMATION OF VIRTUAL MEETING: Consider adopting a resolution of the Advisory Council on Aging to the Napa/Solano Area Agency authorizing remote teleconferenced meetings from the period January 3 through February 3, 2023 as a result of the continuing Covid-19 pandemic state of emergency.

APPROVAL OF AGENDA: Motion to approve agenda by Fern Yaffa with addition of proposal of new Advisory Council Member; Seconded by Richard White; Approved.

APPROVAL OF MINUTES: Motion by Richard White; Seconded by Fran Rosenberg; Approved.

REPORTS:

- **Executive Committee:** Verneal Brumfield reviewed the Executive Committee meeting.
- **Member Recruitment:** Richard White proposed Riitta DeAnda for Council Membership representing Solano County.
- **AgeWell:** Cheryl Johnson provided an update on the articles for the upcoming January publication.
- **Advocacy/Legislation:** Tony Provine provided the website address for summary information on current legislation: <https://legiscan.com/>
- **Staff Report:** Elaine Clark

PRIORITY GOALS UPDATES BY STRATEGIC WORK GROUPS:

- Caregiving
- Housing
- Nutrition
- Technology
- Transportation

MEETING ACTION ITEMS:

- Approved remote teleconferenced meetings for the period January 3 through February 3, 2023.
- Approved Riitta DeAnda as Regular Council Member representing Solano County.

ADJOURNED 11:26 Motion to adjourn by Alan Werblin; Seconded by Fran Rosenberg; Approved.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

EXECUTIVE COMMITTEE AGENDA

February 7, 2023 – 12:00

Fairfield, CA

CALL TO ORDER 12:00

ROLL CALL

APPROVAL OF TODAY'S AGENDA

DISCUSSION TOPICS:

- Plan March 7 Meeting Agenda
- Review Priority Goals Progress by Work Groups

ADJOURN 1:30

EXECUTIVE COMMITTEE DRAFT MINUTES

January 3, 2023

CALL TO ORDER: 11:30

ROLL CALL: Verneal Brumfield, Chair; Richard White, Past Chair; Fern Yaffa, Vice Chair; Susan Ensey, Secretary; Elaine Clark, Executive Director AAA.

DISCUSSION TOPICS

- Plan working session on Priority Goals for February meeting to include groups fine tuning their goals, timelines and next steps, and reviewing these with the large group.
- Create a project team to focus on recognizing Older Americans Month for May 2023.

ADJOURNED 12:06



Staff Report February 7, 2023

1. Aging and Disability Resource Connection (ADRC)

I was appointed Co-Chair to the Data Collection and Evaluation workgroup of the ADRC Advisory Committee. We will focus on establishing outcome measures for each ADRC.

Susan Rotchy and I continue work on opening the Solano ADRC. Susan is close to hiring a Coordinator for the ADRC.

2. iPad Grant

I've been working with the IT people in Solano County and the NOAA group in Napa County to integrate the iPad distribution process into current programs in each county. The plan, along with the information gathered by the ACOA Tech work group will be implemented within the next two months. I am still waiting for the contract from CDA. Once the contract is in place, the AAA can create contracts with service providers.

3. Data Reports

Several quarterly reports were turned in at the end of January: SNAP-Ed Quarterly activity report, SNAPshot Annual reports for both Napa and Solano activities, Service Unit Reports for all non-Area Plan funding sources, ADRC Work Plan Update. Jaquetta was instrumental in helping with these reports.

4. NOAA (Napa Older Adults Assessment)

I continue to meet with the committee to finalize the survey questions and implementation plan.

5. NVTA (Napa Valley Transportation Authority) Transportation Survey

We held our first meeting and discussed survey details. More to come.

6. CHIP (Community Health Improvement Plan) Solano County

The CHIP work is completed. The CHIP will be presented at the quarterly Healthy Solano Collaborative meeting and given to the Board of Supervisors. The CHIP is part of an overall community health strategy and is a key piece of the Public Health Accreditation process.



Provider Updates

7. **Innovative Health Solutions** – They are working on the new Integrated Work Plan (IWP) for SNAP-Ed activities. The plan covers both Napa and Solano and integrates work with seniors with the work being done focusing on children and families and underserved populations.
8. **HICAP** -- I attended the quarterly HICAP meeting. The program is seeing more clients than in previous years. They are searching for additional volunteers in both Napa and Solano Counties.
9. **Collabria Care** – They are leading the effort in Napa County with the iPad, Claris, and NOAA activities. This will increase the I&A and case management presence in the county.
10. **Solano Pride Center** – Similar to senior centers they have been struggling to attract the same numbers to in-person meetings. The services are available, and the team is working on a strategic plan for growth.

iPad Distribution Plan

1.27.23

Profile of Participant Eligibility

1. 60+ years old or 18 years and permanently disabled
2. Does not currently own a mobile computerized device that can maintain the following features:
 - a. General Digital Application Compatibility (telehealth resources, zoom capability, etc.)
 - b. Mobility (easy to carry, can move around to different areas as needed to ensure access)
 - c. Connectivity (either Wi-Fi capable or 5GB broadband capable)

Note: If a prospective participant has access to broadband, but no device to connect, then they would be eligible. If the individual has a device but no access to broadband, then they would also be eligible.

3. Lives in either Solano or Napa County.

Priority should be given to older adults who are low-income, disabled, or otherwise fall within the category of greatest economic and social need within the meanings of the Older Americans Act, the Older Californians Act, and their respective regulatory counterparts.

Distribution Process

1. The AAA will ask the following organizations for qualified individuals who want to receive a device.

SOLANO

- a. AAA Service Providers
- b. If providers do not request all the devices the AAA will reach out to IHSS staff for clients who may want/need a device.
- c. Senior Centers, to distribute the remaining devices.
- d. If Senior Centers do not request all the devices, libraries will be contacted.

NAPA

Collabria Care will be responsible for distributing devices. The distribution will be tied into the current work with ATT/CLARIS project and countywide NOAA survey work – both of which are being coordinated with support from Older Adult Services and Kris Brown. Collabria Care will reach out to senior serving organizations for potential clients/recipients and follow up with each. Collabria Care will post the I&A phone number for individuals to contact Collabria Care directly as well.

Based on the interview, clients who are eligible will receive the CLARIS device or the iPad.

2. Each organization will be responsible for signing for the devices, collecting participant data, and returning the data forms to the AAA within 30 days of receipt of the devices.

3. Providers will give the client 2 options for receiving the device:
 - a. Receive the device directly from the service provider and use the set-up instructions themselves with the helpline number included with the device or

Solano County

- b. Attend a 90-minute group meeting to receive the device with a trainer who will assist with set up, orientation, and internet safety discussion.

Napa County

TBD but additional training will be available

Solano County

Dolt will facilitate the training sessions in Solano County using Tech Navigators hired from the Community College specifically trained to assist older adults set up their iPads and how to avoid internet scams.

Dolt will be responsible for securing meeting space for training/distribution sessions at various locations in Solano County. -- NEED TO VERIFY

Napa County –

Collabria Care will be responsible for securing meeting space for training/distribution sessions at various locations in Napa County

Reporting

1. Service providers will submit distribution forms monthly until all devices are given out.
2. Data will include – AAA to create intake forms
 - a. Demographic information of iPad recipient
 - b. General contact information including:
 - i. Phone
 - ii. Address
 - iii. Email if available
 - c. Confirmation if client would like digital literacy training and type of training.
 - d. Confirmation if client would like assistance signing up for low/no cost internet connectivity service plan following end of current, free connectivity plan on 12/31/23.
3. AAA will complete quarterly reports to CDA including
 - a. Distribution data
 - b. Type of connectivity support given
 - c. Digital literacy support provided

Internal Calendar - Napa / Solano Advisory Council on Aging - FY22-23

Updated 01.20.23

Month	Meetings / Membership	Project & Advocacy Milestones	Key AAA / Contract Activities
JULY	<ul style="list-style-type: none"> -Officers begin terms. -July Meeting canceled. -07/18 Exec Committee Meeting to plan August Strategy workshop. 	<ul style="list-style-type: none"> -Successfully advocated for each County BOS and nearly all cities to support age friendly initiatives. -Participated in community meetings. -Plan Strategy Workshop -AgeWell published mid month. 	<ul style="list-style-type: none"> -Successfully advocated each County BOS and nearly all cities to support age friendly initiatives. -FY21-22 provider contracts begin. -Plan Strategy Workshop -Held community meetings for input to ARPA funding decisions.
AUGUST	<ul style="list-style-type: none"> -Strategy Workshop in Solano. -Approved: Shellie Coleman's move to Regular; Donna Harris' move to Alternate; and Heather Luna for Regular for Napa. 	<ul style="list-style-type: none"> -Quarterly Report -5 Priorities identified in Strategy Meeting -Approve Member Recruitment project. 	<ul style="list-style-type: none"> -Lead Advisory Council Strategy Meeting -Define opportunities for ARPA funding decisions
SEPTEMBER Fall Prevention	<ul style="list-style-type: none"> -Meeting in Napa -9/17 Napa Valley Alzheimer's team walk. -Approved recommendation for Regular membership for Kris Coryell, Napa; and Alan Werblin, Solano. 	<ul style="list-style-type: none"> -Priority 2023 Goals and Work Groups defined: Housing; Nutrition; Technology; Caregiving; Transportation. -September 15 AgeWell articles due. 	<ul style="list-style-type: none"> -Lead Part II Strategy Meeting to set priority goals for the Council. -Approved proposed ARPA funding. -Begin ADRC work.
OCTOBER Emergency Preparedness Month / 10/7 Ageism Awareness Day	<ul style="list-style-type: none"> -Approved Regular membership for Elizabeth Murphy, Solano, Linda Chandler to move to Regular, Solano. Resignation of Shellie Coleman, Solano, and Heather Luna, Napa -10/22 Solano Alzheimer's team walk. 	<ul style="list-style-type: none"> -Work Groups make progress on Priority Goals -Review of CAN-V and Meals on Wheels annual key indicators. -Quarterly Report. -AgeWell published mid-month. 	<ul style="list-style-type: none"> -ADRC: Work plan accepted by CDA, first quarter report submitted. -New AAA Admin Asst: Jaquetta Jefferson
NOVEMBER Family Caregiver	<ul style="list-style-type: none"> -Resignation of Donna Altes as Regular member representing Napa. 	<ul style="list-style-type: none"> -Groups report on Priority Goals 	<ul style="list-style-type: none"> -Submitted first quarterly update on ADRC initiative.
DECEMBER	<ul style="list-style-type: none"> -Work Group meetings in place of ACOA meeting. -Jerry Castanon, Solano, moved to Alternate Member 	<ul style="list-style-type: none"> -Dec 15 AgeWell articles due. -Work Groups furthered progress on priority goals. 	<ul style="list-style-type: none"> -Elaine Clark selected for statewide ADRC Committee, and co-chair of C4A Communications Committee.
JANUARY	<ul style="list-style-type: none"> -Strategic Work Groups reported progress. -Riitta DeAnda approved for Regular Membership representing Solano. 	<ul style="list-style-type: none"> -Strategic Work Groups furthered progress. 	<ul style="list-style-type: none"> -American Rescue Plan contracts begin. -Preparation for Implementation of iPads and iPad Grant for seniors. -Elaine Clark co-chair of C4A Communications Committee.
FEBRUARY	<ul style="list-style-type: none"> -On-site Meeting in Solano. -Review Officer Nomination process. 	<ul style="list-style-type: none"> -Quarterly Report 	
MARCH March for Meals	<ul style="list-style-type: none"> -Approve Officer Nomination Committee. 	<ul style="list-style-type: none"> -March 15 AgeWell articles due. 	
APRIL	<ul style="list-style-type: none"> -Present slate of Officers; Nominations from the floor. 		<ul style="list-style-type: none"> -Area Plan Update.
MAY Older Americans	<ul style="list-style-type: none"> -On-site Meeting in Napa -Election of Officers. 	<ul style="list-style-type: none"> -Quarterly Report 	<ul style="list-style-type: none"> -Present budget and funding for Service Providers to Advisory Council.
JUNE Gay Pride & Elder Abuse	<ul style="list-style-type: none"> -Terms end for current Officers 6/30. 	<ul style="list-style-type: none"> -June 15 AgeWell articles due 	