

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

MEETING AGENDA

April 4, 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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AGENDA
April 4, 2023

CALL TO ORER – 10:00 a.m.
ROLL CALL

WELCOME: 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.

10:00 – ADVISORY COUNCIL BUSINESS

APPROVAL OF THE AGENDA / APPROVAL OF THE DRAFT MINUTES REPORTS

- **Executive Committee:** Verneal Brumfield
- **Member Recruitment:** Richard White. Review of recommendation of Neil Watter and motion to approve as Advisory Council Member representing Napa County.
- **AgeWell:** Cheryl Johnson
- **Advocacy/Legislation:** Tony Provine Legislative Update; Richard White CSL Update
- **Staff Report:** Elaine Clark – Area Plan Update

NEW BUSINESS

Officer Nomination Process: Verneal Brumfield.

- Review of process: Bylaws SECTION 3. ELECTION AND TERMS OF OFFICERS
- Nominating committee's presentation of slate of officers for Chair, Vice Chair, Past Chair and Secretary for 2023-24.
- Call for additional nominations from the floor.
- The slate of officer candidates will be delivered personally or by mail (postal or electronic) to all members of the Advisory Council at least one week prior to the May meeting. Election will take place at the May meeting. Nominations from the floor will again be considered.

OLD BUSINESS:

Update from Members:

- Communications with city and county leaders regarding commitments to recognize Older Americans Month in May 2023, and to encourage progress on Age-Friendly designations

PRIORITY GOALS UPDATES: Housing; Nutrition; Technology

MEETING ACTION ITEMS:

- Approve Neil Watter as Advisory Council Member representing Napa County.

ADJOURN – 12:00 p.m.

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DRAFT MINUTES

March 7, 2023

CALL TO ORER – 10:00 a.m.

PRESENT: Elaine Clark, Executive Director AAA; Verneal Brumfield, Chair; Fern Yaffa, Vice Chair; Richard White, Past Chair; Susan Ensey, Secretary; Linda Chandler; Riitta DeAnda; Donna Harris; Cheryl Johnson; Arnold Koenig; Elizabeth Murphy; Anne Payne; Dane Reeves; Fran Rosenberg. **ABSENT:** Jerry Castanon; Tony Provine; Alan Werblin. **GUESTS:** Lynne Baker, candidate for membership; Neil Watter prospective member; Kris Brown, Deputy Director, HHS, Napa County.

APPROVAL OF AGENDA: Motion to approve by Cheryl Johnson; Seconded by Richard White; Approved.

APPROVAL OF MINUTES: Motion to approve by Cheryl Johnson; Seconded by Richard White; Approved.

REPORTS:

- **Executive Committee:** Verneal Brumfield reviewed Executive Committee activity.
- **Member Recruitment:** Richard White reviewed recommendation of Lynne Baker. Motion to approve Lynne as Advisory Council Member representing Napa County approved.
- **AgeWell:** Cheryl Johnson reviewed *AgeWell* feedback. Articles due March 15.
- **Staff Report:** Elaine Clark referenced her written report and provided details on the distribution of iPads; the Area Plan Update for 2023-2024; and a recommendation for a support letter for a state grant that would be applied in Solano County toward age friendly progress. Motion to approve the support letter by Dane Reeves; Seconded by Cheryl Johnson; Approved.

NEW BUSINESS:

- Verneal Brumfield reviewed the Election of Officers in the Bylaws, SECTION 3. ELECTION AND TERMS OF OFFICERS. The three-member nominating committee will be Linda Chandler, selected by the Chair; Arnold Koenig, selected by the Executive Committee; and Anne Payne who volunteered from the floor. Motion to approve the three-member committee by Susan Ensey; Seconded by Dane Reeves; Approved.

OLD BUSINESS:

- **Follow-up on Livable Community commitments and letters of support for Older Americans month:** Verneal Brumfield led discussion on the progress made by individual members for 1) Following-up in contacting their city and county representatives related to Livable Communities; 2) Encouraging actions and next steps to implement the commitments; and 3) Embracing the theme of ACL, "Aging Unbound" in observance of Older Americans Month in May. Everyone reported progress.

PRIORITY GOALS UPDATES: The Nutrition, Technology and Housing work groups led discussions on progress.

ACTION ITEMS:

- Approved recommendation of Lynne Baker as Advisory Council Member representing Napa County
- Approved three-member officer nominating committee: Linda Chandler, Arnold Koenig and Anne Payne.
- Approved support letter by the Advisory Council for state grant to be applied in Solano County.

ADJOURNED 12:00

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EXECUTIVE COMMITTEE AGENDA

April 4, 2023 –12:00

Fairfield, CA

1. CALL TO ORDER 12:00
ROLL CALL / APPROVE AGENDA

REVIEW OFFICER NOMINATION PROCESS

PLAN MAY 2 MEETING AGENDA

DISCUSSION TOPICS:

- Officer Nomination Process
- Commitments by members for Older Americans Month and Age-Friendly progress.
- Priority Goals Progress by work groups.
- Decide when to review the Brown Act with members

ADJOURN 12:30

EXECUTIVE COMMITTEE DRAFT MINUTES

March 7, 2023 - Napa, CA

CALL TO ORDER: 9:05 a.m.

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

DISCUSSION TOPICS

- Review Officer Nominations process. Nominated two of the three-member officer nomination committee.
- Agenda item for April to review Area Plan Update 2023-24: 45 minutes starting at 10:30 a.m.

ADJOURNED 9:50 a.m.

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

Updated 03/22/23

Month	Meetings / Membership	Project & Advocacy Milestones	Key AAA / Contract Activities
JULY	-Officers begin terms. -July Meeting canceled. -07/18 Exec Committee Meeting to plan August Strategy workshop.	-Successfully advocated for each County BOS and nearly all cities to support age friendly initiatives. -Participated in community meetings. -Plan Strategy Workshop - <i>AgeWell</i> published mid month.	-Successfully advocated for county and city support for age friendly initiatives. -FY21-22 provider contracts begin. -Held community meetings for input to ARPA funding decisions.
AUGUST	-Strategy Workshop in Solano. -Approved: Shellie Coleman's move to Regular; Donna Harris' move to Alternate; and Heather Luna for Regular for Napa.	-Quarterly Report -5 Priorities identified in Strategy Meeting -Approve Member Recruitment project.	-Lead Advisory Council Strategy Meeting -Define opportunities for ARPA funding decisions
SEPTEMBER Fall Prevention	-9/17 Napa Valley Alzheimer's team walk. -Approved recommendation for Regular membership for Kris Coryell, Napa; and Alan Werblin, Solano.	-Priority 2023 Goals and Work Groups defined: Housing; Nutrition; Technology; Caregiving; Transportation. -September 15 <i>AgeWell</i> articles due.	-Lead Part II Strategy Meeting. -Approved proposed ARPA funding. -Begin ADRC work.
OCTOBER Emergency Preparedness Month / Ageism Awareness Day	-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.	-Work Groups make progress on Priority Goals -Review of CAN-V and Meals on Wheels annual key indicators. -Quarterly Report. - <i>AgeWell</i> published mid-month.	-ADRC: Work plan accepted by CDA, first quarter report submitted. -New AAA Admin Asst: Jaquetta Jefferson
NOVEMBER FamilyCaregiver	-Resignation of Donna Altes as Regular member representing Napa.	-Groups report on Priority Goals	-Submitted first quarterly update on ADRC initiative.
DECEMBER	-Work Group meetings in place of ACOA meeting. -Jerry Castanon, Solano, moved to Alternate Member	-Dec 15 <i>AgeWell</i> articles due. -Work Groups furthered progress on priority goals.	-Elaine Clark selected for statewide ADRC Committee, and co-chair of C4A Communications Committee.
JANUARY	-Strategic Work Groups reported progress. -Riitta DeAnda approved for Regular Membership, Solano: Resignation of Kris Coryell, Napa.	-Strategic Work Groups furthered progress.	-American Rescue Plan contracts begin. -Preparation for iPads / iPad Grant. -Elaine Clark co-chair of C4A Communications Committee.
FEBRUARY	-On-site Meeting in Solano. -Review Officer Nomination process.	-Quarterly Report -Members committed to work with city leaders to encourage Older Americans Month and Age-Friendly progress.	-Elaine Clark appointed Co-Chair of Data Collection of ADRC. -Progress on iPad distribution.
MARCH March for Meals	-Approve Officer Nomination Committee. -Lynne Baker approved for Regular Membership, Napa.	-Members reported on letters of support for Older Americans Month, Age Friendly progress. -Strategic Goals: Nutrition Group assessing congregate meals; Technology group documented technology assistance available to seniors in both counties. -March 15 <i>AgeWell</i> articles due.	-Work on Area Plan Update 2023-24. -iPad distribution set for both counties.
APRIL	-Presentation of slate of Officers; Nominations from the floor.	-Review Area Plan Update.	-Area Plan Update.
MAY Older Americans	-On-site Meeting in Napa -Election of Officers.	-Quarterly Report	-Present budget and funding for Service Providers to the Council.
JUNE Gay Pride Elder Abuse	- Terms end for current Officers 6/30.	-June 15 <i>AgeWell</i> articles due	