

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

MEETING AGENDA
August 1, 2023 - 10:00 AM – 12:00 PM

Solano County Events Center
601 Texas Street
Fairfield, CA 94533

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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 August 1, 2023

CALL TO ORER – 10:00 a.m.

1. ROLL CALL

2. WELCOME: Richard White

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.

3. APPROVAL OF THE AGENDA / APPROVAL OF THE DRAFT MINUTES

4. REPORTS

- **Executive Committee:** Richard White. Request for TACC Representative
- **Member Recruitment:** Richard White. Update on candidates and interviews. Recommend initiative for Napa Advisory Council Members to attend city and county council meetings.
- **AgeWell:** Cheryl Johnson
- **Legislation:** Riitta DeAnda
- **Priority Goals Updates:** Nutrition and Technology (Groups meet prior to September meeting?)
- **New Work Group Recommendations:**
 - **Bylaws:** Verneal Brumfield
 - **Information Access:** Elaine Clark
 - **Social Media:** Verneal Brumfield will take initial steps in canvassing other AAAs
- **Staff Report:** Elaine Clark.

5. NEW BUSINESS

- Advisory Council Strategy Meeting planned for September meeting – Elaine Clark
- Consider mentoring and training for new Council Members – Riitta DeAnda
- Sharing of outside activities by Council Members: Linda Chandler and Cheryl Johnson

6. OLD BUSINESS

7. MEETING ACTION ITEMS:

- Approval of New Work Group to focus on revising Bylaws
- Approval of New Work Group to focus on Information Access
- Approval of New Work Group to focus on Social Media

ADJOURN – 12:00 p.m. to next meeting September 5th, 650 Imperial Way, Napa, CA

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DRAFT MINUTES

June 6, 2023

CALL TO ORER – 10:00 a.m.

PRESENT: Elaine Clark, Executive Director AAA; Fern Yaffa, Vice Chair; Richard White, Past Chair; Susan Ensey, Secretary; Lynne Baker; Jerry Castanon; Linda Chandler; Riitta DeAnda; Donna Harris; Cheryl Johnson; Arnold Koenig; Elizabeth Murphy; Anne Payne; Tony Provine; Dane Reeves; Fran Rosenberg; Alan Werblin. **ABSENT:** Verneal Brumfield, Chair; Tony Provine; Neil Watter. **GUESTS:** Kim DeOcampo, potential candidate for ACOA representing Solano; Gwendolyn Gill, Solano County; Jaquetta Jefferson, AAA Staff; Susan Lucas, Independent Medicare Insurance Broker.

APPROVAL OF AGENDA: Motion to approve by Donna Harris; Seconded by Anne Payne; Approved.

APPROVAL OF MINUTES: Motion to approve by Richard White; Seconded by Alan Werblin; Approved.

REPORTS:

- **Executive Committee:** Richard White reviewed Executive Committee activity.
- **Member Recruitment:** Richard White provided update on openings.
- **Advocacy/Legislation:** Richard White referred to his written summary and highlighted bills of interest.
- **AgeWell:** Cheryl Johnson led discussion of ideas for articles. June 15 is next due date.
- **Staff Report:** Elaine Clark provided updates on the Claris and iPad distributions, and the CASOA state-wide community survey. Elaine reviewed two attachments related to provider funding: FY2023-2024 Area Plan Contracts and Recommended Funding Distribution for FY23-24.

ELECTION OF OFFICERS: Fern Yaffa presided over the process.

- Review of the Election of Officers section of the Bylaws.
- The slate of officers previously presented by the Nominating Committee: Chair: Richard White; Vice Chair: Riitta DeAnda; Secretary: Susan Ensey. Past Chair to be filled by Verneal Brumfield.
- Nominations from the floor: None.
- Vote: Unanimous approval for the slate as presented.

OLD BUSINESS:

- **Proclamations and support for Older Americans month:** Members provided updates on their communications and meetings.
- **Priority Goals Updates:** Nutrition group referenced their written findings. Alan Werblin in the Technology group is involved in planning assistance for the iPad distributions.

ACTION ITEM: Approved Officers for FY23-24: Chair: Richard White; Vice Chair: Riitta DeAnda; Secretary: Susan Ensey; Past Chair: Verneal Brumfield.

ADJOURNED 12:00: Motion to adjourn by Richard White; Seconded by Alan Werblin; Approved.

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Advisory Council on Aging

EXECUTIVE COMMITTEE AGENDA

August 1, 2023

CALL TO ORDER:

ROLL CALL / APPROVE MINUTES / APPROVE AGENDA

REVIEW HIGHLIGHTS AND NEXT STEPS RESULTING FROM TODAY'S MEETING

PLAN SEPTEMBER MEETING INCLUDING STRATEGY WORKSHOP

DISCUSSION TOPICS:

- Advisory Council activities for Fall Prevention (September), and for Emergency Preparedness and Ageism Awareness in October.
- Plan new member training and mentoring process

ADJOURN:

EXECUTIVE COMMITTEE DRAFT MINUTES

June 25, 2023 - Fairfield, CA

CALL TO ORDER: 12:00

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

IDENTIFY PROJECTS, WORK GROUPS AND LEADERS FOR 23/24

- Riitta DeAnda to lead Legislative; Verneal Brumfield to continue leading Bylaws for upcoming revision.
- Invite volunteer(s) to attend TACC meetings.
- Two new Work Groups to be recommended for approval: Information Access and Social Media

DISCUSSION TOPICS:

- Reviewed skeleton Calendar for FY23-24.
- Set dates to plan for Advisory Council recognition of special themes such as Older Americans month and Elder Abuse day.
- Need for training / mentoring for new Council Members.

ADJOURN 1:00



Staff Report August 1, 2023

1. Aging and Disability Resource Connection (ADRC)

The ADRC is the distribution site for iPad program. The ADRC is also taking calls from clients and referrals from Kaiser. Staff has been hired and the soft launch is going well. New data module is being implemented. Brochures were created and are being distributed. Sheralyn is making presentations to low income senior housing organizations, senior centers, and a list of other designated locations. Kaiser asked her to meet with social workers to explain referral process. Elaine Clark is introducing the ADRC to Solano County Leadership in August. Preparation is moving forward on submitting required documentation for application to move from "Emerging" to "Designated" status. Documents are due in October.

Advisory Committee created. We held our first introductory meeting. Waiting for people to submit their applications.

2. Outreach Workgroup

I asked for people to join a workgroup to help develop the outreach plan for the AAA using approved ARPA funds. Riitta and Alan offered to participate. Wondering if the group should be incorporated into the new social media work group.

3. Area Plan Approved

The Area Plan submitted in May was officially approved with some minor changes. More detail was included in the Legal Services section.

4. Nutrition Infrastructure Grant

The all electric truck purchased using the one-time nutrition infrastructure grant funding was delivered and is in use by Innovative Health Solutions to provide medically tailored meals to participants in the HealthRx program with La Clinica. The truck is also being used to deliver fresh, locally sourced produce to low income seniors, a joint partnership with Sustainable Solano.

5. POLCO / CASOA Survey

The first mailers went out to Napa and Solano residents, randomly chosen from mailing lists purchased by POLCO. Next phase is to open the survey up to every older adult on

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August 14th. I will ask Cheryl to send an email blast to our newsletter subscribers asking them to participate. The data will be compiled and released to us in October, in time for our next Four-Year Area Plan, due in May.

6. Request for Proposals (RFP)

I am finalizing the RFP Scopes of Work. Thank you to the work group for giving me suggestions. The RFP will be released in the Fall and set the expectations for the next 4 years. Several changes have been made to current scopes of work, including incorporating more outcome-based reporting, outreach activities, and requirements to work with the ADRC for Solano County organizations.

7. Transportation

In an effort to understand transportation challenges, needs, opportunities, I met with Molly's Angels, Solano Transportation Authority, and tried to meet with Faith in Action but the meeting was cancelled and not rescheduled. I did speak with Louis briefly. The trend in Solano per STA is for more on-demand rides versus fixed routes. STA is partnering with cities to offer free and low cost subsidized on-demand rides within certain city limits for those in need. The GoGo Grandparents program that the AAA funded originally, is growing but does not have a "free" component.

Molly's Angels has grown their volunteer base. Faith in Action (FiA) is having difficulty keeping and attracting new volunteers. The program has not grown. Some outside organizations tell me they don't refer to FiA any longer because it is rare that their clients receive rides. When I spoke with Louis, he said they rarely cannot fulfill a ride. Molly's Angels always fills rides either by volunteers or other means.

Transportation always ranks high in senior needs surveys. We need to understand the components needed to grow services and include additional requirements in the RFP. I attended a transportation workshop at the USAging conference and heard again, the key is a strong volunteer base. Volunteer outreach plans and benchmarks will be included in the next RFP.

8. Congregate Meals

I met with Meals on Wheels Solano to discuss the congregate dining numbers and the need to grow the program. It was a good discussion. A second meeting was scheduled but I was ill, so we postponed until next week. Growth and outreach plans will be included in the next RFP. The Filipino Senior Center in Vallejo is being approached as a possible new lunch venue. Stella WuChu is working with Meals on Wheels to make this happen.

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9. Home Delivered Meals

Stella WuChu, AAA Nutritionist and Monitor, met with Meals on Wheels staff and Trio, the meal organization to discuss meal issues. Clients want more choice. The staff agreed to provide more options, including vegetarian. This is in progress.

10. Program Monitoring

Program monitoring of all providers and services with the exception of Ombudsman, has been complete. With minor changes needed in internal documentation, the providers were in compliance. The Ombudsman programs will be monitored by CDA, so I did not monitor them now. The new State Ombudsman and I spoke. She has a robust plan for improving and updating local Ombudsman practices which should be released later this year.

11. NANASP/MOWA/ACL Webinar

Attended webinar discussing proposed changes to the Older Americans Act regarding senior nutrition programs. Focus areas are increasing some flexibilities put in place during the pandemic, clarifying language, including LGBTQI+ as part of the definition of greatest social need, acknowledging the role nutrition programs play in addressing malnutrition as 1 of 2 older adults is at risk of malnutrition.

Bob Blancato, NANASP Executive Director, noted that all of the most well attended meal programs included choice. Congregate diners especially want to choose their meals. We will encourage choice in the RFP this fall.

Everyone is encouraged to submit suggestions and concerns before the August 15th deadline. <http://www.regulations.gov/commenton/ACL-2023-0001-0001> or ACL.gov/OAARule

12. USAging Conference

Highlights of the conference, which is the national membership organization for AAAs, included:

1. I spoke with ACL rep about Ombudsman program and how to know if they are compliant/what I can ask for. Also met with Alameda AAA to discuss issues with Empowered Aging. We have mutual concerns. These meetings alone were worth the cost of the trip.
2. Attended a DEI meeting. The work they are doing in Seattle is great. Little things about incorporating inclusiveness into every meeting:

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- a. Every staff member attends DEI training
- b. Every meeting begins with ground rules – if something is offensive, someone should call out the person, “I just want to say that ... is a hurtful expression to me because...” The other person responds, and the meeting moves on with everyone having learned something—no judgement. – admittedly, lots of work has gone into the practice.
- c. Every meeting begins with setting ground rules re: inclusiveness, no fear about speaking out.
- d. Meetings begin with recognizing that the land is sacred, a nod to Native Americans.
- e. If someone doesn’t want to participate, own the process, they are let go from the organization. DEI is baked into the “DNA” of the organization.
3. National Funding – because of the negotiations re: debt ceiling, instead of looking for additional funding which President put in budget, ACL and others are hoping to just keep what we have next year. Some programs will be cut 35%
4. New Older Americans Act changes focus on
 - a. Service coordination
 - b. Serving people with greatest need better defined
 - c. Addressing conflicts of interest
 - d. Adding sections for new services
 - e. Emergency preparedness
 - f. Expanding legal assistance to include preventing elder abuse
5. Data – using a variety of graphics to tell a story. Presenter showed a great one-sheet using various graphics. They wanted to build a case for more caregivers.
 - a. Showed the growing # of 80+ year-olds
 - b. Growing # people with disabilities over 80
 - c. Growing # of family caregivers
 - d. Growing # of people who cannot afford to hire a caregiver
6. Housing – how AAAs can support additional low-income senior housing – look at state and local regulations – currently, builders receive incentives for each item they include in their plans. So, we make sure age-friendly components are part of the incentives. Example: developers get point for including different age-friendly services – using AARP standards. The developer saw that the AAA provides many of these services so asked the AAA to move their offices to the new building (for free) so renters could have easy access to services.
7. HUD has grants for home modifications.
8. HARP – new program which can be paid for out of IID evidence base \$ or IIIB. Home Hazard Removal Program. Includes assessment, intervention plan, implementation, training the client.
9. “Community is not where you live, it is something you do.”

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10. Data/Tech/Community Care Hubs – 80% of person’s health happens at home.
11. 93% of AAA served new clients during pandemic, 69% of AAA’s experienced increase need from current clients.
12. Aetna in OH has delegated all of their case management and health assessments to AAAs. Aetna recognizes that AAAs and their providers know clients better and are more trusted than medical staff.
13. Unpaid caregivers – 53 million
 - a. RAISE – can’t remember what it stands for – law, national effort to raise awareness and funding. Actonraise.org
14. I met with two national meal providers to discuss their programs and food selection. I am scheduling follow-up meetings with them and will request sample meals. Each meal delivery program offers choices to meal participants and delivers weekly. Meals range in price. I explained our program and the various assessment requirements if they were to respond to the RFP. Since our providers only deliver 2 days/week and only frozen meals, the quality and frequency of contact is limited. I thought it good to explore different options. More to come as I follow up with the vendors.

Internal Calendar - Napa / Solano Advisory Council on Aging - FY 23-24

Updated 07.25.23

Month	Meetings / Membership	Project & Advocacy Milestones	Key AAA / Contract Activities
JULY	-Officers begin terms. -July Meeting canceled. -7/25 Exec Committee Planning Meeting	-AgeWell published mid month. -Quarterly Report -Members reviewed provider RFP process.	-Reviewed RFP process. -FY23-24 provider contracts begin.
AUGUST		-Review Projects and Work Groups for 23-24.	-Providers complete RFPs. -Plan Strategy Workshop.
SEPTEMBER Fall Prevention	-Strategy Workshop. -TACC Meeting 9/7.	-Identify goals that align with strategy for 23-24. -Sep 15 AgeWell articles due.	-Lead Strategy Meeting.
OCTOBER Emergency Preparedness Month / Ageism Awareness Day		-AgeWell published mid-month. -Quarterly Report.	-CDA first quarter report submitted. -Elaine not attending meeting.
NOVEMBER FamilyCaregiver	-TACC Meeting 11/2.		
DECEMBER	-Work Group meetings in place of ACOA meeting?	-Dec 15 AgeWell articles due. -Work Groups further progress on priority goals.	
JANUARY		-AgeWell published mid-month. -Quarterly Report.	-Present CASOA survey findings.
FEBRUARY	-Review Officer Nomination process.		
MARCH March for Meals	-Approve Officer Nomination Committee.	-Planned proclamations for Older Americans Month, Age Friendly. -Mar 15 AgeWell articles due.	-Work on Area Plan Update 2023-24. -iPad distribution set for both counties.
APRIL	-Slate of Officers presented; Nominations from Floor.	-Review Area Plan Update. -AgeWell published mid-month. -Quarterly Report.	-Area Plan Update.
MAY Older Americans	-Meeting canceled for Senior Rally Day	-Members attend Senior Rally Day -Members participate in city and county Older Americans proclamation meetings.	Area Plan submitted May 1st.
JUNE Gay Pride Elder Abuse Awareness	-Terms end for current Officers 6/30. --Election of Officers.	-June 15 AgeWell articles due.	-Review 2024-2025 contracts for Service Providers with Council..



TEMPORARY VISITOR PARKING PERMIT

If you are parking in Solano County parking lots, you must display this card, with this side facing up, in your front driver's side windshield. Failure to display this card may result in you receiving a parking citation.

**VISITOR ELIGIBLE TO PARK BEYOND THE TWO HOUR LIMIT IN
SOLANO COUNTY VISITOR PARKING ON THE DATE(S) LISTED BELOW**

DATE(S): 8/1/23

CONTACT/PHONE: 707/372-5039

ISSUING DEPARTMENT: ODAS/AAA