



NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533



OVERSIGHT BOARD MEETING

Monday, February 26, 2024
10:00 am to 12:00 pm (noon)

Meeting Location

Solano County Board of Supervisors Chamber
675 Texas Street
Fairfield, CA 94533

NAPA/SOLANO AREA AGENCY ON AGING OVERSIGHT BOARD MEETING

The County does not discriminate against persons with disabilities and the 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 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 County Board of Supervisors Chambers. For items not listed on the Agenda, please see Items from the Public below.

Elaine Clark
Napa/Solano Area Agency on Aging
275 Beck Avenue
Fairfield, CA 94533

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 – 10:00 am

ROLL CALL

WELCOME – Joelle Gallagher, Chair

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 May and October 2023 – Attached (no quorum for October 2023 meeting and vote postponed from January meeting)

PRESENTATIONS –

Branding Discussion – Brown-Miller

Medically Tailored Meals and Line Dance Program– Norma Lisenko, Innovative Health Solutions

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

1. Receive budget update and fiscal matters – **Attached** -- Gina Garcia

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.

Vote to consider approval of remaining Solano ARPA fund distribution as discussed last month.

Vote to consider approval of Area Plan Amendment 1 fund allocations as discussed last month.

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled meeting of the Napa/Solano AAA Oversight Board on March 25 in the Napa Board of Supervisors Chambers, 1195 Third Street, Napa, CA 94559.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes January 22, 2024

Location: Napa County Board of Supervisors Chamber
1195 Third Street
Napa, CA 94559

Date: Monday, January 22, 2024

Time: 10:00 am – 12:00 pm

Attendees: Board Members: Supervisor Monica Brown, Supervisor Joelle Gallagher, Mayor Ronald Kott, Councilwoman Liz Alessio, Mary Palmer, Steve Sillen, Cookie Clark
AAA Staff: Elaine Clark, Gina Garcia, Jaquetta Jefferson

Comments from the Public:

- None

Approval of Agenda: The meeting was not posted; no motions/approvals were initiated.

Reports

1. Nutrition Report Nov. 2023-Richard White. Discussion about the importance of food quality, transportation to and from the centers, and need to focus on integrated services at the centers. Steve Sillen requested the AAA look into how we might focus attention on senior centers this year, particularly when cities are facing fiscal challenges. The Napa Senior Center was held up as the best local example of a lunch program. Liz Alessio stressed the need for quality food and unwillingness to “settle.” The Oversight Board thanked Richard and the Advisory Council for the report.
2. Received budget update and fiscal matters – Gina Garcia, Fiscal Analyst
 - o FY2324-(as of 12/23) Monthly Fiscal Report-PP presentation
3. Discussed allocation of \$109,000 ARPA funding for emergency kits to seniors in Solano County– Elaine Clark (voting postponed), however the Board was supportive of the plan.
4. Received Area Plan Amendment 1 allocations update (voting postponed)-Elaine Clark
5. Received update on Request for Proposal (RFP) Process – Elaine Clark. Submission deadline was January 17. Ms. Clark anticipates bringing recommendations for providers to the Oversight Board in March.

For discussion only:

- Discussion of remaining Solano ARPA funding distribution.
- Discussion of Area Plan Amendment 1 funding allocations.

Board Member Comments

Councilwoman Liz Alessio expressed support of Elaine’s Area Plan’s A1 funding allocation efforts. All members expressed gratitude for Fiscal’s PowerPoint presentation and for Elaine Clark’s collaborative efforts with non-profit organizations and service providers.

Meeting adjourned 11:03 a.m. to February 26, 2023 in Napa, CA.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes ~~May 22, 2023~~

Location: Napa County Board of Supervisors Chamber
1195 Third Street
Napa, CA 94559

Date: Monday, May 22, 2023

Time: 10:00 am – 12:00 pm

Attendees: Board Members: Supervisor Monica Brown, Mayor Ronald Kott, Councilwoman Liz Alessio, Joelle Gallagher, Mary Palmer, John Pearson
AAA Staff: Elaine Clark, Gina Garcia, Maria Macaraeg, Jaquetta Jefferson

Comments from the Public:

- None

Approval of Agenda moved by Ronald Kott, seconded by Mary Palmer and passed unanimously.

Approval of Minutes from April 28, 2023, moved by Ronald Kott, seconded by John Pearson and passed unanimously.

Reports

1. Receive budget update and fiscal matters – Fiscal Team
2. Receive FY2324 Area Plan update and PP presentation – Elaine Clark
3. Receive proposed funding distribution plan for Modernizing Older Californians Act and Digital Connections distribution plan – Elaine Clark
4. Receive update on all new FY2324 Funding – Elaine Clark

Action Items

1. Vote to approve FY23/24 Area Plan
 - Moved by Mayor Ronald Kott, seconded by John Pearson, approved unanimously.
2. Vote to approve Modernizing Older Americans-California Funding Distribution
 - Moved by John Pearson, seconded by Mary Palmer, approved unanimously.
3. Vote to approve Digital Connections funding recommendation for iPad Distribution to seniors
 - Moved by Mayor Ronald Kott, seconded by Joelle Gallagher, approved unanimously.

Board Member Comments

Supervisor Monica Brown, Mayor Ronald Kott, Joelle Gallagher and John Pearson - expressed gratitude for the PowerPoint presentations

Meeting adjourned 11:22 a.m. to July 24, 2023.

Napa/Solano Area Agency on Aging Oversight Board

Meeting Minutes ~~October 23, 2023~~

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

Date: Monday, October 23, 2023

Time: 10:00 am – 12:00 pm

Attendees: Board Members: Supervisor Monica Brown, Mayor Ronald Kott, Councilwoman Liz Alessio, Supervisor Joelle Gallagher
AAA Staff: Elaine Clark, Gina Garcia, Maria Macaraeg, Jaquetta Jefferson

Comments from the Public:

- None

Approval of Agenda: A full quorum was not in attendance; no motions/approvals were initiated

Approval of Minutes: A full quorum was not in attendance; no motions/approvals were initiated

Reports

1. Receive budget update and fiscal matters – Gina Garcia, Fiscal Analyst
 - a. Monthly Fiscal Report – **Attached**
 - b. Internal Subrecipient Monitoring of Service Providers
 - c. AAA Fiscal team is preparing for a fiscal audit by CDA.
2. Discussed staff request to redistribute \$109,000 ARPA funding for Solano due to contractor changes and unallocated funding – Elaine Clark
3. Received update on Request for Proposal (RFP) Process – Elaine Clark
4. Received update on AAA growth – Elaine Clark
5. Received update on Outreach Contract/Plan – Elaine Clark
6. Received update on Polco Statewide Survey – Elaine Clark
7. Received update on ADRC Solano Designation process – 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 consider approval of remaining Solano ARPA funding distribution will be carried over to the next meeting, since a full quorum was not in attendance.

Board Member Comments

Supervisor Monica Brown, Mayor Ronald Kott, Councilwoman Liz Alessio, and Supervisor Joelle Gallagher - expressed gratitude for Fiscal's PowerPoint presentation and for Elaine Clark's collaborative efforts with non-profit organizations and service providers.

Meeting adjourned 11:27 a.m.

**Funding Allocations
Area Plan Amendment 1**

1.4.24		26%		74%	
Funding Source	Amount	Napa Amount	Napa Provider	Solano Amount	Solano Provider
Ombudsman	19,879	8,804	Molly's Angels	11,075	Empowered Aging
IIIB	58,877	15,308	Molly's Angels	43,569	Legal Services
Congregate Meals	107,106	27,848	CANV C1	79,258	MOWS C1
HDM	133,295	34,657	CANV C2	98,638	MOWS C2
Disease Prevention IIID	8,970			8,970	Innovative Health Solutions
Family Caregiver IIIE	31,852	8282	Collabria Care	23,570	Redwood Caregiver
Elder Abuse Prevention VII	1,157	1,157	Collabria Care		
TOTAL OTO	361,136	96,056		265,080	

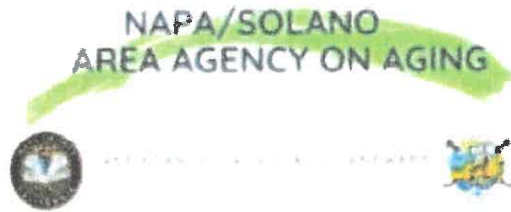
American Rescue Plan Proposed Allocations

Napa County -- \$471,211

Service Category	Service	Provider	Amount	TOTAL
IIIB – Supportive Services -- \$154,560				
	Respite Care	Collabria Care	\$15,000	
	Emergency Bags	Collabria Care	\$5,000	
	Fall Prevention	Share the Care Napa Valley	\$42,560/24,000	
	Emergency Housing	Benicia Family Resource Center	\$20,000	
	Destination Rides	Molly's Angels	\$22,000	
	Outreach	Brown-Miller	\$26,000	
				\$154,560
IIIC – Nutrition -- \$252,000				
	Weekend Meals	Community Action Napa Valley	\$252,000	
				\$252,000
IIIE – Family Caregiver -- \$48,224				
	Respite	Collabria Care	\$48,224	
				\$48,224
IIID – Disease Prevention -- \$16,427				
	Tai Chi/Matter of Balance	Innovative Health Solutions	\$16,427	
				\$16,427

Solano County -- \$1,355,895

Service Category	Service	Provider	Amount	Actual	TOTAL
IIIB – Supportive Services -- \$444,742					
	Health Assessments	Innovative Health Solutions	\$50,000		
	Emergency Housing	Benicia Family Resource Center	\$70,000		
	Case Management	Meals on Wheels Solano	\$60,000		
	Case Management, LGBTQ	Solano Pride Center	\$30,000		
	Transportation	Faith in Action	\$28,000		
	Outreach	Brown-Miller	\$75,000		
					\$338,000
IIIC – Nutrition -- \$725,122					
	Weekend Meals	Meals on Wheels Solano	\$581,122		
	Medically Tailored Meals	Innovative Health Solutions	\$144,000		
					\$725,122
IIIE – Family Caregiver -- \$138,764					
	Respite	Redwood Caregivers	\$138,764		
					\$138,764
IIID – Disease Prevention -- \$47,267					
	Tai Chi/Matter of Balance	Innovative Health Solutions	\$47,267		
					\$47,267



2024 OVERSIGHT BOARD MONTHLY MEETING SCHEDULE

Meetings are held in the County Council Chambers in Napa and Solano Counties.

Meeting times are 10:00 a.m.-12:00 p.m.

*Please note: Meetings may be cancelled if there is no business before the Board.

NAPA COUNTY	SOLANO COUNTY
1195 Third St., Napa CA 94559	675 Texas Street Fairfield, CA 94533
January 22, 2024	February 26, 2024
March 25, 2024	April 22, 2024
May 27, 2024(*County Holiday-cancelled)	June 24, 2024
July 22, 2024	August 26, 2024
September 23, 2024	October 28, 2024
November 25, 2024	December 23,2024 (*cancelled)



OVERSIGHT BOARD ASSIGNMENTS

Updated 1.17.24

	<u>Term Expires</u>	<u>Alternates</u>	<u>Term Expires</u>
County Board of Supervisors Napa Supervisor Joelle Gallagher Chairs Even Years	4-year term Exp. 11/1/26	County Board of Supervisors Napa Supervisor Ryan Gregory	4-year term Exp. 11/1/24
County Board of Supervisors Solano Supervisor Monica Brown Chairs Odd Years	4-year term Exp. 11/7/26	County Board of Supervisors Solano Supervisor Wanda Williams	4-year term Exp. 11/7/26
City Council Napa Councilwoman Liz Alessio (Napa)	4-year term Exp. 12/5/26	City Council Napa Councilman David Oro (American Canyon)	4-year term Exp. 12/5/26
City Council Solano Mayor Ron Kott (Rio Vista)	4-year term Exp. 11/1/26	City Council Solano Alma Hernandez, Vallejo	4-year term Exp. 11/1/26
Community Member 60+ Napa Mary Palmer	6-year term Exp. 12/5/24	Community Member 60+ Napa TBD	6-year term Exp. 12/5/24
Community Member 60+ Solano Steve Sillen	6-year term Exp. 12/5/24	Community Member 60+ Solano Delphine Metcalf-Foster	6-year term Exp. 12/5/24
Member-At-Large Napa TBD Votes Odd Years	6-year term Exp. 12/5/24	Member-At-Large TBD Votes Odd Years	6-year term Exp. 12/5/24
Member-At-Large Solano Beatryce Clark Votes Even Years	6-year term Exp. 12/5/24	Member-At-Large Solano TBD Votes Even Years	6-year term Exp. 12/5/24

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



The Oversight Board shall consist of seven (7) members as follows:

- i. One (1) member from each County Board of Supervisors, or its designees, and an alternate to attend and vote at meetings of the member in his or her absence.
- ii. One (1) member from a City Council in each County, appointed by the respective city selection committee established pursuant to Section 50270 of the Government Code, and an alternate to attend and vote at meetings of the member in his or her absence.
- iii. One (1) member of the senior (60+) community in each County, appointed by the respective Board of Supervisors, and an alternate to attend and vote at meetings of the member in his or her absence.
- iv. One (1) member at large from each County, appointed by the respective Board of Supervisors, and an alternate to attend and vote at meetings of the member in his or her absence, with one member a voting member and the other member a non-voting member, who shall rotate annually. The first voting member to be determined by the Oversight Board by lot, effective January 1.

SECTION 2. TERM OF OFFICE

The initial term of the members in Section (iii) and (iv) shall be six years from the effective date of appointment. The term of the remaining members in Section 1 shall be four years from the effective date of appointment. Upon the expiration of each member's term, the term of each succeeding member shall be four years. Any member of the Oversight Board may be removed at any time by their appointing authority, if required by these Bylaws, or if the member ceases to be a Supervisor or City Council member.