

Oversight Board Meeting Agenda

April 28, 2025

Monday, April 28, 2025
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>



AGENDA

CALL TO ORDER – 10:00 am

ROLL CALL

WELCOME – Monica Brown, 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 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 December 9, 2024 -- Attached

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

1. Receive budget update and fiscal matters – **Attached** -- Gina Garcia
2. Area Plan Update – Elaine Clark
3. Program Monitoring by California Department of Aging – Elaine Clark
4. Program Monitoring of Service Providers – Elaine Clark
5. New AAANS.org website – Elaine Clark
6. New staff update – Elaine Clark and Gina Garcia
7. Discuss changing Meeting Schedule – Monica Brown, Elaine Clark
 - a. JEPA mandates 4 meetings/calendar year
 - b. April – Area Plan
 - c. June – Contracts
 - d. September – Fiscal Closeout
 - e. Nov/Dec – Year-end Review

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.

Approve the Area Plan Update

Approve changing Oversight Meetings to the following dates to four times per calendar year. For 2025, the meeting dates are:

April 28, June 23, September 22, Nov/Dec meeting date to be determined

BOARD MEMBER COMMENTS

ADJOURN

To the next scheduled meeting of the Napa/Solano AAA Oversight Board on June 23, 2025, in the Solano County Board of Supervisors Chamber, 675 Texas Street, Fairfield, CA 94533.



Oversight Board Minutes

Meeting Minutes December 9, 2024

Location: Solano County Events Center
675 Texas Street
Fairfield, CA 94533

Date: Monday, December 9, 2024

Time: 10:00 am – 12:00 pm

Attendees: Board Members: Supervisor Monica Brown, Supervisor Joelle Gallagher, Mayor Ronald Kott, Steve Sillen, Beatryce Clark, Mary Palmer

AAA Staff: Elaine Clark, Gina Garcia, Jaquetta Jefferson

Comments from the Public:

- None

Approval of Agenda: moved by Monica Brown, seconded by Joelle Gallagher and passed unanimously.

Approval of Minutes from September 23, 2024, moved by Steve Sillen, seconded by Mary Palmer and passed unanimously.

Reports

1. Received budget update and fiscal matters – Gina Garcia, Fiscal Analyst
 - FY2324-(as of 6/30/24) Monthly Fiscal Report-PP presentation – **Gina Garcia**

Gina Garcia -stated that much of the Area Plan allocations are unspent by providers, but providers have been contacted. **Joelle Gallagher:** inquired about the low amounts. **Elaine Clark:** stated that the family caregiver service provider's do not claim until the third month. Redwood Caregivers allocates client hours and the client usually saves some of their hours for later in the year, so that they are not depleted. **Elaine Clark:** More monies will be received for the CalFresh Healthy Living program since we were asked to create a garden curriculum that includes a meal component. Also, we receive the most funding because we did so



well with adding the line dancing. **Gina Garcia:** concurred that more funding will be received. **Joelle Gallagher:** inquired about whether the funding will also include for outreach opportunities. **Elaine Clark:** responded with no, since it is thru the Farm Act, they are very specific about how the monies are to be used. **Gina Garcia:** continues to present about emergency assistance funding **Elaine Clark:** stated that the leftover monies from Benicia will be reallocated.

2. **Elaine Clark:** 6 -year Highlight Presentation and recognition of Oversight Board members whose terms have expired.
 - **Elaine Clark:** played a game that included all the highlights over the past six years and expressed appreciation for all that the board members accomplished via outreach, etc. **Elaine Clark:** informed the Board of meeting dates for fiscal year 2025/2026 and requested feedback on how to improve going forward. **Monica Brown:** suggested teaching seniors how to use cellphones/apps., etc. **Elaine Clark:** Mentioned that Stewart Bruce wrote a grant for educating and training on devices. The results may be received in Jan/Feb 2025. Also, we are working with Yolo County (Cecelia Aguiar Curry's office) on legislative changes that would allow AAAs to purchase and distribute electronic devices without ongoing tracking. The state's requirement is that if it has memory, it must be tracked.

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. No action items required votes.

Board Member Comments. Monica Brown thanked Elaine Clark, Jaquetta Jefferson and Gina Garcia for their efforts to support the N/S AAA, Joelle Gallagher expressed thanks and appreciation to Steve Sillen and Beatryce Clark for their time serving on the board.

Motion for adjournment: Moved by Monica Brown, seconded by Joelle Gallagher.

Meeting adjourned 11:13 a.m. to March 24, 2025 in Napa, CA.

Oversight Board Meetings

Calendar Year 2025

2025 Meeting Dates and Locations

Meetings are held the fourth Monday of the month.

Meetings are scheduled from 10:00 – 12:00

Napa Location

County Board Chambers
1195 Third Avenue
Napa, CA 94559

Solano Location

County Board Chambers
675 Texas Street
Fairfield, CA 94533

April 28 – Solano

June 23 – Solano

September 22 – Napa

November/December – TBD

Meetings may be cancelled if no business is before the Board. Check the Calendar for the most current meeting information or contact the Napa/Solano Area Agency on Aging, 707/784-8960.



AREA AGENCY ON AGING
assistance ► advocacy ► answers