

# NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



## Advisory Council on Aging

### AGENDA

**ACOA Advisory Council Virtual Meeting  
October 5, 2021 - 10:00 AM Pacific Time**

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/85902146242>

Phone: 669/900-9128

### **NAPA/SOLANO AREA AGENCY ON AGING MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID 19**

California Governor Gavin Newsom issued Executive Order N-25-20 on March 12, 2020, relating to the convening of public meetings in light of the COVID-19 pandemic. The Napa/Solano Area Agency on Aging hereby provides notice that it will continue to convene its regularly scheduled public meetings of the Oversight Board and the Advisory Council telephonically, as provided in the publicly posted agenda notice, and until further notice. Pursuant to the Executive Order, and to maintain the orderly conduct of the meeting, the Napa/Solano Area Agency on Aging will allow Board members and Council members to attend the meetings telephonically and to participate in the meetings to the same extent as if they were present.

Members of the public who wish to participate may participate telephonically. For members of the public who wish to participate but not to attend telephonically, you may submit written comments on any matter within the Board or Council's subject matter jurisdiction, regardless of whether it is on the agenda for Board or Council consideration or action, and those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Napa/ Solano Area Agency on Aging staff no later than 9:00 a.m. on the morning prior to the noticed meeting. To submit written comments by email, please forward them to [eclark@solanocounty.com](mailto:eclark@solanocounty.com). To submit such comments by U.S. Mail, please forward them to:

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

# NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



## Advisory Council on Aging

**AGENDA**  
**October 5, 2021**

**CALL TO ORER** – 10:00 a.m.

**ROLL CALL**

### **COMMENTS FROM THE PUBLIC**

*This is your opportunity to address the Advisory Council on a matter not listed on the Agenda, but it must be within the subject matter jurisdiction of the ACOA. Please limit your 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 SEPTEMBER 7, 2021 MINUTES**

**MEMBER CHECK-INS** - Opportunity for Council Members to share activities and updates.

**SERVICE PROVIDER OVERVIEW AND DISCUSSION** – Elaine Clark

### **REPORTS**

- **Executive Committee:** – Richard White
- **AgeWell** – Cheryl Johnson
- **Advocacy** – Tony Provine
- **Staff Report** – Elaine Clark

**LOCALIZING THE MASTER PLAN FOR AGING BY COUNTY** – Elaine Clark, Age Friendly designation, and ADRC planning.

### **OLD BUSINESS**

### **NEW BUSINESS**

Information and discussion on future virtual and in-person meetings – Elaine Clark and Richard White

### **ACTION ITEMS:**

- Approve Resolution ACOA- 2021-1 conducting virtual meetings thorough November – **Attached.**
- Since the joint meeting planned for December 6 with the Oversight Board has been cancelled, approve scheduling a regular meeting on Tuesday, December 7, or approve taking the month of December off.

**ADJOURN** – 12:00 p.m.

# NAPA/SOLANO AREA AGENCY ON AGING



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## Advisory Council on Aging

**DRAFT MINUTES**  
**September 7, 2021**

**CALL TO ORER** – 10:00 a.m.

**PRESENT:** Elaine Clark, Executive Director AAA; Richard White, Chair; Verneal Brumfield, Vice Chair; Susan Ensey, Acting Secretary; Donna Altes; Jan Burger; Jerry Castanon; Mina Diaz; Cheryl Johnson; Arnold Koenig; Tony Provine. Excused: Julie Spencer. Absent: Brenda Crawford; Dane Reeves.  
**Guest:** Stella Wu Chu, Nutritionist; Gwendolyn Gill, Public Health, Solano County.

**APPROVAL OF AGENDA:** Motion by Verneal Brumfield; Seconded by Mina Diaz; Approved.

**APPROVAL OF SEPTEMBER 7, 2021 MINUTES:** Motion by Donna Altes; Seconded by Fern Yaffa; Approved.

### MEMBER CHECK-INS

### REPORTS

- **Executive Committee:** – Richard White
- **Ad Hoc By Laws** - Verneal Brumfield led Action Item to approve proposed revisions to the By Laws.
- **AgeWell** – Cheryl Johnson led discussion. September 15 is due date for articles.
- **Advocacy** – Tony Provine led discussion and update on legislation.
- **Staff Report** – Elaine Clark

**LOCALIZING THE MASTER PLAN FOR AGING BY COUNTY** – Elaine Clark

**OLD BUSINESS:** None

**NEW BUSINESS:** October meeting is currently scheduled as an in-person in Solano. This may change if a new Executive Order is signed by the Governor to continue to allow public meetings to be attended telephonically.

### ACTION ITEMS:

- **Approval of proposed revisions to the By Laws:** Motion by Donna Altes; Seconded by Susan Ensey; Approved unanimously.
- **Authorize the Executive Committee of the Advisory Council to write and submit a letter urging the immediate adoption of mask mandates in Napa and Solano Counties:** Motion by Donna Altes; Seconded by Donna Harris; Approved unanimously.

**ADJOURN** – 12:06 p.m. Motion by Donna Altes; Seconded by Donna Harris; Approved.

**Service Provider List - October 2021 - Napa/Solano Area Agency on Aging**

<i>Provider</i>	<i>Contact / Phone</i>	<i>County</i>	<i>Advisory Council Member</i>
Alzheimer's Association	Grace Liu, Executive Director 925/284-7942	Solano	<b>Cheryl Johnson</b>
Benicia Family Resource Center -Emergency Assistance Program	Patti Baron 707746-4352	Solano	(No member needed) <b>CONTRACT EXPIRED</b>
Collabria Care -Family Caregiver Respite / Info -I&A, Case Mgmt, Caregiver Referral	Celine Regalia, Exec Dir. - 707-258-9080 Tiffany Walker - 707-253-4248	Napa	<b>Dane Reeves</b>
Community Action of Napa Valley (CANV) - Delivered & Congregate Meals	Drene Johnson, Executive Director 707-253-6100	Napa	_____ <b>open</b>
Faith in Action -Transportation	Robert Fuentes, Exec Dir 707-425-6164 Louis Souza, Projects Manager	Solano	<b>Richard White</b>
Innovative Health Solutions -Disease Prevention - SNAP-Ed -Grandparents as Caregivers	Norma Lisenko, Executive Director 707-205-5572	Solano / Napa  Solano	<b>Julie Spencer</b>
Legal Services of Northern CA -Legal Assistance	Oliver Ehlinger, Senior Law 707-643-0054	Solano / Napa	(No member needed)
Meals on Wheels Solano -Home Delivered & Congregate Meals -I&A/Case Management -Fall Prevention	Laurie Hartmann, Executive Director 707-425-0638 Gina George, Program Manager Laura Thomas, I&A Paula Meyer, Fall Prevention	Solano	_____ <b>open</b> Future speakers Gina George on Emergency Packs
Molly's Angels - Transportation - Hello! Molly, Calls	Julia Orr, Executive Director 707-224-8885	Napa	<b>Susan Ensey</b>
Molly's Angels - Ombudsman / Elder Abuse Prevention	Julia Orr, Executive Dir 707-255-4236 Dave Lord, Ombudsman	Napa	Future speaker Julia Orr on Elder Abuse
Empowered Aging (Ombuds Services of Contra Costa, Solano, Alameda) - Ombudsman Program - Friendly Visiting Program	Nicole Howell, Executive Dir. - 707-644-4194 Brenna Benjamin, Community Engagement Coord - 707-203-5351	Solano	Future speaker Nicole Howell on Ombudsman. _____ <b>open</b> for Friendly Visiting Program.
Redwood Caregiver -Family Caregiver Respite	Nancy Powers Stone, Program Manager 707-542-0282 x101	Solano	(No Member needed) Future speaker Nancy Powers Stone
Senior Advocacy Services (HICAP)	Frank Nelson, HICAP Manager 707-526-4108	Solano / Napa	Future speaker Frank Nelson
Share the Care Napa Valley -Fall Prevention	Karin Morrisey, Manager Outreach Sanda Oliva, Operations Manager	Napa	<b>Donna Altes</b>
Solano Pride -Case Mgmt, Peer Counseling, Reassurance	Jonathan Cook, Executive Director 707-207-3430	Solano	<b>Donna Harris</b> Future speaker Jonathan Cook

# NAPA/SOLANO AREA AGENCY ON AGING



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## Advisory Council on Aging

### EXECUTIVE COMMITTEE AGENDA October 5, 2021 – 12:00–12:30 – Zoom Meeting

CALL TO ORDER 12:00

ROLL CALL

APPROVAL OF OCTOBER 5, 2021 AGENDA, AND DRAFT MINUTES FROM SEPTEMBER 7, 2021

EXECUTIVE REVIEW AND DISCUSSION OF REPORTS AND TOPICS COVERED IN COUNCIL MEETING

PLAN AGENDA FOR NOVEMBER COUNCIL MEETING

PLAN QUARTERLY REPORT TO COVER JULY, AUGUST, SEPTEMBER

ADJOURN 12:30

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### EXECUTIVE COMMITTEE DRAFT MINUTES September 7, 2021 – Zoom Meeting

CALL TO ORDER: 12:10

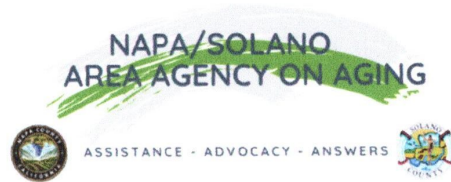
**ROLL CALL:** Richard White, Chair; Verneal Brumfield, Vice Chair; Susan Ensey, Secretary; Elaine Clark, Staff; Donna Harris; Tony Provine.

#### DISCUSSION TOPICS

- Content and distribution of letter urging adoption of mask mandates in Napa and Solano Counties
- Include overview and discussion of AAA Providers in October meeting to be led by Elaine Clark.

ADJOURNED 12:50

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## Staff Report October 2021

### 1. Provider Updates

Meals on Wheels Solano has been unable to open congregate dining in Vallejo due to hiring issues. They have not been able to hire a dining coordinator.

Meals on Wheels Solano did not have a licensed contractor to perform the in-home fall prevention in-home installations so they have not completed any installations since June. They are formalizing contracts with two licensed contractors now and will resume assessments and installations.

Innovative Health Solutions completed the HealthRx pilot program. Compiling the data to review health outcomes. Anticipate a final report in November. They would like to present the report to the ACOA at the December meeting.

### 2. Master Plan Playbook

Work is progressing to establish both Napa and Solano counties as "Age Friendly," which will serve as the framework for all program activities. This designation will also give us access to AARP survey tools that can be used for the Area Plan Update, which is part of defining local services in localizing Master Plan priorities.

### 3. Hubs and Spokes/ADRC

A "Letter of Interest" was submitted to CDA to create an Aging and Disabilities Resource Center (ADRC) in Solano County. The Master Plan calls for the creation of a statewide system of ADRCs, with one in each "community". Letter of Interest is first step, next is application due October 31<sup>st</sup>. If approved Solano will have an "Emerging ADRC" designation beginning in July 2022.

### 4. Reopening

Due to the resurgence of COVID, many senior centers are remaining closed. Our providers continue to offer hybrid services.

### 5. CDA Funding

The state released Amendment 1 with additional funding for:

1. \$100,000 for AAA administrative costs – this will be an annual allotment increase.
2. Ombudsman programs, and senior nutrition programs

The funds are specific and will be given to current providers according to the JEPa formula.

RESOLUTION NO. ACOA-2021-1

A RESOLUTION OF THE NAPA/SOLANO AREA AGENCY ON AGING ADVISORY COUNCIL ON AGING, AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE NAPA/SOLANO AREA AGENCY ON AGING ADVISORY COUNCIL ON AGING FOR THE PERIOD OCTOBER 5, 2021 THROUGH NOVEMBER 5, 2021 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Napa/Solano Area Agency on Aging Oversight Board (Board) is committed to preserving and nurturing public access and participation in its meetings; and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, that the legislative body determine that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclaimed State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, the proclaimed state emergency remains in effect; and

WHEREAS, California Department of Public Health (“CDPH”) and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and,

WHEREAS, Board members and members of the public interested in the issues brought before the Board are predominantly older adults who have been shown to be particularly vulnerable to COVID-19; and

WHEREAS, the Board does hereby find that a proclaimed state of emergency exists in Planning Service Area 28, and those same conditions which gave rise to the proclaimed state of emergency would present imminent risks to the health and safety of attendees if the Board’s meetings were conducted in person; and

WHEREAS, as a consequence of the state of emergency, the Board does hereby find that it shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that it shall comply with the requirements

to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, THE NAPA/SOLANO AREA AGENCY ON AGING ADVISORY COUNCIL ON AGING DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Recognition of Governor's Proclamation of a State of Emergency. The Board hereby recognizes that the Governor of the State of California issued a Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020 which is still in effect.

Section 3. Determination of Imminent Risk. The Board hereby determines that the conditions that give rise to the ongoing state of emergency in effect throughout the State, including Planning Service Area 28, make it so that meeting in person for Board meetings would present imminent risks to the health and safety of attendees.

Section 4. Remote Teleconference Meetings. The Staff of the Napa/Solano Area Agency on Aging are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) October 27, 2021, or such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Napa/Solano Area Agency on Aging Advisory Council on Aging may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Napa/Solano Area Agency on Aging Oversight Board, this 5<sup>th</sup> day of October, 2021, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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Richard White, Chairperson

Napa/Solano Area Agency on Aging Advisory Council  
on Aging

A T T E S T :

Elaine Clark

By: \_\_\_\_\_

Executive Director Napa/Solano Area Agency on Aging



**Internal Calendar - Napa / Solano Advisory Council on Aging - JAN - DEC 2021**

Updated 09/23/21

Month/Year	Meetings / Membership	Project & Advocacy Milestones	Key AAA / Contract Activities
<b>JANUARY</b>	-1/5 Speaker: Lauren Rolfe, California Senior Assembly Member. Subject: CSL -New Website overview.	-Approved Advocacy Project  -Newsletter and Alerts	-New AAA website launch  -New COVID Relief Bill reviewed
<b>FEBRUARY</b>	-2/2 Speaker: Julie Bates: Livable Communities and Livability Index. -Molly's Angels Update by Susan Ensey.	-Newsletter and Program Themes Calendar teams activating Calendar themes and topics into the Newsletter. -Capital Day February 28	-Approved reallocation of PD&C funding; and allocation of additional One-Time-Only and Realignment funding
<b>MARCH</b> March for Meals	-Officer Nomination Committee Members approved.	-Approved <i>AgeWell</i> for Newsletter name. -Advocacy team tracking multiple state and Federal Bills.	-Start review process for Area Plan and Provider allocations -Proposed Budget for 21-22
<b>APRIL</b>	-Approvals: Officer: Richard White, Chair; Verneal Brumfield, Vice Chair; Susan Ensey, Acting Secretary. -New members: Mina Diaz and Jerry Castanon. -2nd 2-year terms: Verneal Brumfield, Donna Harris, and Arnold Koenig. -4 members leaving Council on 4/30.	-Presentation and review of updated Area Plan by Elaine Clark.  -Spreadsheet of tracked Legislative Bills sent to Members.	-Update Area Plan: Public Hearing on Area Plan.
<b>MAY</b> Older Americans	-Welcome new Solano members: Mina Diaz and Jerry Castanon.	-Ad Hoc Team formed to review By Laws. -Ad Hoc Interview Committee formed.	-Present budget and funding for providers to Members. -Area Plan submitted to CDA.
<b>JUNE</b> Gay Pride / Elder Abuse / Alzheimer's	-6/1 Speakers: Vallejo Community Land Trust. -Council approved Janice Burger for Napa -Terms end for current Officers 6/30.	-Support letter: Suisun Senior Center. -Council approved Equity Project. - <i>AgeWell</i> articles due 06/15.	-Volunteer section added to website.
<b>JULY</b>	-Officers begin terms. -Welcome Napa member Janice Burger. -Council approved Fern Yaffa for Napa. -Share the Care update by Donna Altes.	-Quarterly Report communicated. - <i>AgeWell</i> published mid month. -Support letters: SB515 and AB911 (LTSS) -Draft By Laws reviewed with Council.	-FY21-22 provider contracts begin. -Introduction of Playbook for localizing the Master Plan. -Added volunteer page, and COAD logos/links to the website.
<b>AUGUST</b>	-Alzheimer's Association provider update by Cheryl Johnson. -Welcome proposed member: Fern Yaffa.	-Revised By Laws reviewed with Council.	-Preparing for CDA Monitoring visit of Napa Ombudsman program, SNAP-Ed/CalFresh Healthy Living. -Planning for localizing Master Plan
<b>SEPTEMBER</b> Fall Prevention	-9/7 Speaker Stella Wu Chu, Nutritionist. -9/25 Napa ACOA and Rianda House Alzheimer's team walks.	-Approved revised By Laws. -Letter urging mask mandates for Solano. -Sept 15 <i>AgeWell</i> articles due.	-Working with counties on next steps for Master Plan Playbook.
<b>OCTOBER</b> Emergency Preparedness	- Overview of AAA Service Providers -10/6 Solano Alzheimer's team walk.	-Quarterly Report	
<b>NOVEMBER</b> Family Caregiver			
<b>DECEMBER</b>	-Cancelled: 12/06 (Monday) Joint OB/ACOA Meeting.	-Dec 15 <i>AgeWell</i> articles due.	