

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

MEETING AGENDA

January 3, 2023 - 10:00 AM Pacific Time

Join Zoom Meeting:

<https://us02web.zoom.us/j/83784479976>

Meeting ID: 837 8447 9976

Phone: 1 669 900 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. 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
January 3, 2023

CALL TO ORDER – 10:00 a.m.
ROLL CALL

CONFIRMATION OF VIRTUAL MEETING: Discussion: Consider adopting a resolution of the Advisory Council on Aging to the Napa/Solano Area Agency on Aging authorizing remote teleconferenced meetings from the period January 3 through February 3, 2023 as a result of the continuing Covid-19 pandemic state of emergency.

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.

APPROVAL OF THE AGENDA / APPROVAL OF THE DRAFT MINUTES

REPORTS

- **Executive Committee:** Verneal Brumfield
- **Member Recruitment:** Richard White
- **AgeWell:** Cheryl Johnson
- **Advocacy/Legislation:** Tony Provine Legislative Update; Richard White CSL Update
- **Staff Report:** Elaine Clark

PRIORITY GOALS UPDATES: Work Groups

- Caregiving
- Housing
- Nutrition
- Technology
- Transportation

FEBRUARY MEETING: Meeting on February 7, 2023 will be in-person in Solano.

ACTION ITEMS:

- Approve remote teleconferenced meetings from the period January 3 through February 3, 2023.

ADJOURN – 12:00 p.m.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

DRAFT MINUTES
November 1, 2022

CALL TO ORER – 10:00

PRESENT: Elaine Clark, Executive Director AAA; Verneal Brumfield, Chair; Richard White, Past Chair; Fern Yaffa, Vice Chair; Susan Ensey, Secretary; Linda Chandler; Kris Coryell; Donna Harris; Cheryl Johnson; Elizabeth Murphy; Dane Reeves; Fran Rosenberg; Alan Werblin. **ABSENT:** Jerry Castanon; Arnold Koenig; Anne Payne; Tony Provine. **GUESTS:** Jaquetta Jefferson; John Pearson.

CONFIRMATION OF VIRTUAL MEETING: Consider adopting a resolution of the Advisory Council on Aging to the Napa/Solano Area Agency authorizing remote teleconferenced meetings from the period November 1 through December 1, 2022 as a result of the continuing Covid-19 pandemic state of emergency.

APPROVAL OF AGENDA: Motion to approve agenda by Fern Yaffa; Seconded by Kris Coryell; Approved.

APPROVAL OF MINUTES: Motion by Richard White to approve minutes with spelling corrections of the word confirmation and of the name Werblin; Seconded by Alan Werblin; Approved.

REPORTS:

- **Executive Committee:** Verneal Brumfield led discussion on replacing the December regular Council Meeting, with individual Strategic Work Group meetings. Motion to approve by Richard White; Seconded by Alan Werblin; Approved.
- **Member Recruitment:** Richard White reported on recruitment progress including his upcoming interview on KVON's Senior Moments radio show to talk about Advisory Council activities and accomplishments.
- **AgeWell:** Cheryl Johnson reminded Council members that news articles are due December 15. Cheryl invited members to provide suggestions for *AgeWell*.
- **Advocacy/Legislation:** Richard White gave an update on legislative proposals being reviewed by CSL.
- **Staff Report:** Elaine Clark

MEMBERSHIP:

- Welcome and Introduction of Elizabeth Murphy, Regular Council Member representing Solano.
- Recognition of Donna Altes' contributions and her resignation from the Council.

PRIORITY GOALS UPDATES BY STRATEGIC WORK GROUPS:

- Updates and reports provided by Housing, Technology and Care Giving groups. The Council discussed the status of the Transportation and Nutrition groups.

MEETING ACTION ITEMS:

- Approved remote teleconferenced meetings for the period November 1 through December 1, 2022.
- Approved replacing December's Regular Meeting with individual Strategic Work Group meetings.

ADJOURNED 11:30 Motion to adjourn by Fern Yaffa; Seconded by Richard White; Approved.

NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



Advisory Council on Aging

EXECUTIVE COMMITTEE AGENDA

January 3, 2023 – 12:00 – Zoom Meeting

<https://us02web.zoom.us/j/83784479976>

Meeting ID: 837 8447 9976

Phone: 1 669 900 9128

CALL TO ORDER 12:00

ROLL CALL

APPROVAL OF TODAY'S AGENDA

DISCUSSION TOPICS:

- Plan February 7 Meeting Agenda
- Review Priority Goals Progress by Work Groups
- Discuss content for Quarterly Report

ADJOURN 12:30

EXECUTIVE COMMITTEE DRAFT MINUTES

November 1, 2022

CALL TO ORDER: 12:35

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

DISCUSSION TOPICS

- Advisory Council member attendance
- Communications to Advisory Council candidates to include requirement of 1-2 hours per month for projects, in addition to monthly meeting attendance.
- Follow-up on Priority Goals Work Groups

ADJOURNED 1:15



Staff Report January 3, 2023

1. C4A – California Association of Area Agencies on Aging

The C4A Board, of which I am a member, created workgroups to better advocate for AAA resources, legislative changes, and assist local AAA's. I agreed to co-chair the Communications Committee and am liaison to the training committee. My focus is to help create toolkits for use by local AAAs to promote various initiatives and to update the C4A website to educate and drive people to community AAAs for services. We will work with the CDA to define roles between the CDA and AAAs. Work began in October and will continue through 2023.

2. Aging and Disability Resource Connection (ADRC)

I was appointed to the ADRC Advisory Committee. The role of the Committee is to advise the CDA on strategies to strengthen, sustain, and expand the ADRC/No Wrong Door model throughout the state. An orientation meeting was held in December. Work begins in January, when I will be assigned to one of 3 different workgroups. The appointment ends June 30, 2024.

Susan Rotchy and I continue work on opening the Solano ADRC. By mid-January we plan to have the completed organizational structure framework, job descriptions for key staff positions, advisory member roles and meeting schedule, and framework for a website. Diane Kaljian is assisting with the project.

3. American Rescue Plan Contracts

Contracts are in process and will be starting in January.

4. iPad Grant

The AAA has been awarded 2,000 iPads with one-year internet connectivity. The grant also includes funding for training/implementation. I am seeking input from the ACOA Technology workgroup on possible distribution/training options. We do not currently have the contract or Program Memo from CDA, which will define the parameters of the grant. I anticipate receiving in January.

5. Modernizing Older Californians Act (OCA) Funding

The AAA will receive a three-year grant called OCA. The funding is broken out in annual increments: Year one: flexible funding for multiple programs. Years 2 and 3 – funding



for senior nutrition programs. The funding is one time only and set up to offset in years 2 and 3, an anticipated decline in nutrition funding when additional funding from COVID related grants expires. CDA gave us an overview but nothing in writing yet. I anticipate receiving the allocation, Program Memo, and contract at the end of January. I will share details when available. Funds are already in the state budget so will not be pulled back if there is a recession.

6. OTO (One-Time-Only) Funds

These funds are remaining from unused federal and state funds from the previous fiscal year. These funds generally are allocated in the fall but because of the federal Continuing Resolution and staffing issues at CDA, the funds will be released in January. These funds are minimal and specific to program areas and given to current service providers for current services. Funds must be allocated and used by June 30, 2023.

7. NOAA (Napa Older Adults ?)

Sorry, can't remember the full name of the project group. Napa County Board of Supervisors and the County Health Services Department invested funding in a comprehensive study to look at gaps in service, future planning, and future funding opportunities. I am participating on the advisory workgroup, which is directed by a consultant and Collabria Care. The HAPI group is part of an advisory group as well. The work has begun, and the data collection will include information that can be used to support the AAA 4-Year Area Plan, which is due in FY 23.

8. NVTA (Napa Valley Transportation Authority) Transportation Survey

NVTA is conducting a senior needs assessment specific to transportation. I am on the advisory committee. The goal is to detail senior transportation options, gaps, and identify ways to solve the issues. The work is being coordinated with NOAA work.

9. CHIP (Community Health Improvement Plan) Solano County

I participated on a Steering Committee giving feedback from the senior perspective. The plan will be implemented next year, guiding the county community health work.

10. Pro-Act Training

I participated in a two-day workshop Pro-Act Professional Assault Crisis Training. The training taught principles and tactics to diffuse potential assault situations when dealing with agitated clients. Pro-Act is a risk management and safety enhancement program.



11. Provider Updates

Share the Care Napa Valley – They are actively recruiting for a new Executive Director and reviewing current and future service options.

Meals on Wheels Solano – Recently awarded \$1.5 million in ARPA funding from the County of Solano Board of Supervisors to assist in purchasing a building which will accommodate a new kitchen and expand services. Meals on Wheels Solano currently rents space in Suisun. The AAA recently awarded MOWS with apx \$460,000 to purchase new kitchen equipment. The MOWS kitchen serves both the Napa and Solano senior nutrition programs. MOWS anticipates moving into the new facility in phases beginning in 2023.

12. HICAP

HICAP is considering resuming in-person consultations with clients. During COVID, the HICAP Counselors have been meeting virtually. In Solano County, HICAP is looking for a new meeting space. I gave the program manager a few suggestions. I anticipate HICAP offering a hybrid model moving forward – clients may choose in-person or virtual sessions.

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

Updated 10.18.22

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 -AgeWell published mid month.	-Successfully advocated each County BOS and nearly all cities to support age friendly initiatives. -FY21-22 provider contracts begin. -Plan Strategy Workshop -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 recommendation of 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	-Meeting in Napa -9/17 Napa Valley Alzheimer's team walk. -Approved recommendation for Regular membership for Kris Coryell, Napa; and Alan Werblin, Solano.	-Priority Goals and Work Groups defined. -September 15 AgeWell articles due.	-Lead Part II Strategy Meeting to set priority goals for the Advisory Council. -Council approved proposed ARPA funding. -Begin ADRC work.
OCTOBER Emergency Preparedness Month 10/7 Ageism Awareness Day	-Approved recommendation for Regular membership for Elizabeth Murphy and Alan Werblin, Solano, and move from Alternate to Regular for Linda Chandler, 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. -AgeWell published mid-month.	-ADRC: Work plan accepted by CDA, first quarter report submitted. -New AAA Admin Asst: Jaquetta Jefferson
NOVEMBER Family Caregiver	-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.	-Dec 15 AgeWell articles due. -Work Groups furthered progress on priority goals.	
JANUARY	-Work Group reports in January 3rd meeting.		
FEBRUARY	-On-site Meeting in Solano. -Review Officer Nomination process.	-Quarterly Report	
MARCH March for Meals	-Approve Officer Nomination Committee.	-March 15 AgeWell articles due.	
APRIL	-Present slate of Officers; Nominations from the floor.		-Area Plan Update.
MAY Older	-On-site Meeting in Napa -Election of Officers.	-Quarterly Report	-Present budget and funding for Service Providers to Advisory

Americans			Council.
JUNE Gay Pride & Elder Abuse	- Terms end for current Officers 6/30.	-June 15 <i>AgeWell</i> articles due	