

# NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



## Advisory Council on Aging

### MEETING AGENDA

June 6, 2023 - 10:00 AM – 12:00 PM

Solano County Events Center  
601 Texas Street  
Fairfield, CA 94533

*The Advisory Council on Aging does not discriminate against persons with disabilities. Meetings are held in accessible facilities. If you wish to attend this meeting and require assistance in order to participate, please call the Area Agency on Aging at least 24 hours in advance of the event to make reasonable arrangements. 707/784-8960.*

*Non-confidential materials related to an item on this Agenda submitted to the Advisory Council on Aging 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 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  
June 6, 2023

CALL TO ORER – 10:00 a.m.

ROLL CALL

WELCOME: Fern Yaffa

### 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

### RECOGNITION OF MEMBERS DANE REEVES AND TONY PROVINI

### REPORTS

- **Executive Committee:** Fern Yaffa
- **Member Recruitment:** Richard White
- **AgeWell:** Cheryl Johnson
- **Advocacy/Legislation:** Tony ProvinI Legislative Update; Richard White CSL Update
- **Staff Report:** Elaine Clark. Report will include update on Claris and iPad distributions; New CASOA state-wide community survey; and FY23-24 service provider contracts.

### ELECTION OF OFFICERS FOR 2023-24: Fern Yaffa

- Review of process: Bylaws SECTION 3. ELECTION AND TERMS OF OFFICERS
- Slate of officers for Chair, Vice Chair, Secretary, and Past Chair for 2023-24:
  - **Chair:** Richard White
  - **Vice Chair:** Riitta DeAnda
  - **Secretary:** Susan Ensey
  - **Past Chair:** Verneal Brumfield
- Call for additional nominations from the floor.
- Members Vote.

### NEW BUSINESS

- No meeting in July. August 1<sup>st</sup> meeting will be in Solano.

### OLD BUSINESS:

- Member communications with city and county leaders regarding commitments to recognize Older Americans Month and to encourage progress on Age-Friendly designations
- Priority Goals Updates: Findings of the Nutrition group, updates by the Technology and Housing groups.

### MEETING ACTION ITEMS:

- Election of 2023-24 Officers for Chair, Vice Chair, and Secretary

ADJOURN – 12:00 p.m.

# NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



## Advisory Council on Aging

DRAFT MINUTES  
April 4, 2023

**CALL TO ORER** – 10:00 a.m.

**PRESENT:** Elaine Clark, Executive Director AAA; Verneal Brumfield, Chair; Fern Yaffa, Vice Chair; Richard White, Past Chair; Susan Ensey, Secretary; Lynne Baker; Riitta DeAnda; Donna Harris; Cheryl Johnson; Arnold Koenig; Elizabeth Murphy; Anne Payne; Tony Provine; Dane Reeves; Alan Werblin. **ABSENT:** Jerry Castanon; Linda Chandler; Fran Rosenberg. **GUESTS:** Neil Watter, candidate for membership; Zee Deleon, Vacaville Recreation Supervisor; Gwendolyn Gill, Solano County; Jaquetta Jefferson, AAA Staff.

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

**APPROVAL OF MINUTES:** Motion to approve by Anne Payne; Seconded by Richard White; Approved.

### REPORTS:

- **Executive Committee:** Verneal Brumfield reviewed Executive Committee activity.
- **Member Recruitment:** Richard White reviewed committees' recommendation and motion for Neil Watter for Advisory Council Member representing Napa County. Approved.
- **Advocacy/Legislation:** Tony Provine reviewed his written report and highlighted bills of interest.
- **AgeWell:** Cheryl Johnson reviewed publication statistics including a very successful engagement rate of 62%.
- **Staff Report / Area Plan Update:** Elaine Clark referenced her written report and presented the Area Plan Update for 2023-2024. Elaine's review included a comprehensive slide presentation, a 5-page executive summary, and link to the full text of the Area Plan. The Area Plan will be submitted May 1<sup>st</sup>.

### ELECTION OF OFFICERS:

- The Nomination Committee presented their slate of officers: Chair: Richard White; Vice Chair: Riitta DeAnda; Secretary: Susan Ensey.
- Verneal Brumfield asked for nominations from the floor. No nominations were put forth.

### OLD BUSINESS:

- **Livable Community commitments and proclamations of support for Older Americans month:** Members provided updates on communications and meeting dates with city and county leaders.
- **Priority Goals Updates:** Nutrition and Technology Strategic Work Groups reviewed their progress.

**ADJOURNED 12:00:** Motion to adjourn by Richard White; Seconded by Donna Harris; Approved.

# NAPA/SOLANO AREA AGENCY ON AGING



ASSISTANCE - ADVOCACY - ANSWERS



## Advisory Council on Aging

### EXECUTIVE COMMITTEE AGENDA

June 6, 2023 –12:00

Fairfield, CA

**CALL TO ORDER 12:00**

**ROLL CALL / APPROVE MINUTES / APPROVE AGENDA**

**PLAN NEXT MEETING AGENDA**

**DISCUSSION TOPICS:**

- Planning for New Officers 2023-24
- Priority Goals progress by work groups
- Review skeleton Calendar for FY23-24. Will be finalized with new Executive Committee in August.
- Future planning to ensure timely Advisory Council recognition of special themes such as Older Americans month and Elder Abuse day.

**ADJOURN 12:30**

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### EXECUTIVE COMMITTEE DRAFT MINUTES

April 4, 2023 - Fairfield, CA

**CALL TO ORDER: 12:00**

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

**DISCUSSION TOPICS**

- Officer Nominations process
- May meeting to include a review of the Brown Act by Susan Ensey
- Verneal will email members with request to specify the date and time for each city and county Older Americans proclamation. Verneal will then compile and email the list to all members to encourage attendance at the proclamations.

**ADJOURNED 12:30**

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

Updated 04/10/23

Month	Meetings / Membership	Project & Advocacy Milestones	Key AAA / Contract Activities
<b>JULY</b>	-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 for county and city support for age friendly initiatives. -FY21-22 provider contracts begin. -Held community meetings for input to ARPA funding decisions.
<b>AUGUST</b>	-Strategy Workshop in Solano. -Approved: Shellie Coleman's move to Regular; Donna Harris' move to Alternate; and 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
<b>SEPTEMBER</b> Fall Prevention	-9/17 Napa Valley Alzheimer's team walk. -Approved recommendation for Regular membership for Kris Coryell, Napa; and Alan Werblin, Solano.	-Priority 2023 Goals and Work Groups defined: Housing; Nutrition; Technology; Caregiving; Transportation. -September 15 AgeWell articles due.	-Lead Part II Strategy Meeting. -Approved proposed ARPA funding. -Begin ADRC work.
<b>OCTOBER</b> Emergency Preparedness Month / Ageism Awareness Day	-Approved Regular membership for Elizabeth Murphy, Solano, Linda Chandler to move to Regular, 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
<b>NOVEMBER</b> FamilyCaregiver	-Resignation of Donna Altes as Regular member representing Napa.	-Groups report on Priority Goals	-Submitted first quarterly update on ADRC initiative.
<b>DECEMBER</b>	-Work Group meetings in place of ACOA meeting. -Jerry Castanon, Solano, moved to Alternate Member	-Dec 15 AgeWell articles due. -Work Groups furthered progress on priority goals.	-Elaine Clark selected for statewide ADRC Committee, and co-chair of C4A Communications Committee.
<b>JANUARY</b>	-Strategic Work Groups reported progress. -Riitta DeAnda approved for Regular Membership, Solano: Resignation of Kris Coryell, Napa.	-Strategic Work Groups furthered progress.	-American Rescue Plan contracts begin. -Preparation for iPads / iPad Grant. -Elaine Clark co-chair of C4A Communications Committee.
<b>FEBRUARY</b>	-On-site Meeting in Solano. -Review Officer Nomination process.	-Quarterly Report -Members committed to work with city leaders to encourage Older Americans Month and Age-Friendly progress.	-Elaine Clark appointed Co-Chair of Data Collection of ADRC. -Progress on iPad distribution.
<b>MARCH</b> March for Meals	-Approve Officer Nomination Committee. -Lynne Baker approved for Regular Membership, Napa.	-Members planned proclamations for Older Americans Month, Age Friendly. -Nutrition Group assessing congregate meals; Technology group documented technology assistance available to seniors.. -March 15 AgeWell articles due.	-Work on Area Plan Update 2023-24. -iPad distribution set for both counties.
<b>APRIL</b>	-Presentation of slate of Officers; Nominations from the floor.	-Review Area Plan Update.	-Area Plan Update.
<b>MAY</b> Older Americans	-Meeting canceled for Senior Rally Day	-Nutrition group summarized findings. -Members attend Senior Rally Day -Members participate in city and county Older Americans proclamation meetings.	Area Plan submitted May 1st.
<b>JUNE</b> Gay Pride Elder Abuse	-Election of Officers. Terms end for current Officers 6/30.	-June 15 AgeWell articles due. -Quarterly Report.	-Review 2023-2024 contracts for Service Providers with the Council.