

MEETING NOTICE & AGENDA

GOVERNING BOARD

LOCATION	NEVADA COUNTY The Eric Rood Administrative Center 950 Maidu Avenue Nevada City, CA 95959 Empire Room, Suite 278
ALTERNATE LOCATION:	None
DATE:	July 10, 2026
TIME:	10:00 AM – 12:00 PM
ZOOM:	Members of the public wishing to join the meeting via Zoom, please use this link: Click here to join.

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & APPROVE TELECONFERENCING MEMBERS

A. If NEEDED – AB 2449 “just cause” provision

II. ROLL CALL

III. PUBLIC COMMENT

AAA4 welcomes comments on any agenda item as it is addressed. Individuals will be limited to five minutes; fifteen minutes for a representative of a group. Comments may be made on any subject not on the agenda. The specific time limit will be established based on the number of persons wishing to speak for a total of fifteen minutes per subject.

IV. CONSENT

- A. Adopt the Agenda.
- B. Approve the minutes from 6/12/26
- C. Approve Revised Job Descriptions

V. CORRESPONDENCE

[IF APPLICABLE]

VI. ACTION ITEM

- A. Adopt Transition Benefit Policy for AAA4 Staff
- B. Approve Revised Salary Chart for AAA4 Staff
- C. Approve Remote Meeting Protocols for AAA4's Advisory Council per SB 707
- D. Approve Title III-D Recommendations for Minor RFP Cycle: 2027-29
- E. Renew Title III-B and III-C Awards for SFYs 2027-28 & 2028-29
- F. Accept AAA4 Financial Statements

VII. DISCUSSION/PRESENTATION

- A. Feasibility Study: Nevada County Volunteer Transportation Program, *presented by Connecting Point*
- B. AAA4's Executive Director Position: Transition Planning, Part 5
- C. Fiscal Handbook for AAA4 Fiscal Team, *presented by Controller, Jennifer Hassouna*

VIII. REPORTS

- A. Executive Committee
- B. Audit/Finance
- C. Legislative Committee
- D. Personnel Committee
- E. Acting Executive Director

IX. ANNOUNCEMENTS

X. ADJOURN

Attachments to be sent under separate cover:

- Item IV. C. Approve Revised Job Descriptions
- Item VI. F. Financial Statements
- Item VII. A. Feasibility Study: Nevada County Volunteer Transportation Program, presented by Connecting Point

Disability Accommodations:

If you need reasonable disability-related accommodation to participate in this meeting, please contact the AAA4 office at (916) 486-1876 or email governingboard@agencyonaging4.org at least 3 days in advance with your accommodation request. Every effort will be made to accommodate. However, we cannot guarantee we will be able to honor requests received less than 3 days in advance.

Upcoming Committee Meetings:

AUDIT/FINANCE COMMITTEE

7/10/2026, 9:00 am – 9:45 am

EXECUTIVE COMMITTEE

7/10/2026, 9:45 am – 10:00 am

AGENCY ON AGING AREA 4 Governing Board Minutes

Date: June 12, 2026
Location: **Sacramento County**

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, APPROVE TELECONFERENCING MEMBER(S), WELCOME & INTRODUCTIONS**

The Chair, Supervisor Dryden, called the meeting to order at 10:02 a.m., welcoming guests and members. Wendell Peters was approved for teleconferencing for just cause. The pledge of allegiance was led by Supervisor Dryden.

GOVERNING BOARD ATTENDANCE

County	Members Present – 11	Excused = 4 Absent = 3
Nevada	Supv. L. Swarthout	
Placer	Supv. S. Jones	W. Reed (A)
Sacramento	L. Klotz, M. Sawamura; M. Rose, L. Batten,	C. Burton (E)
Sierra	Supv. S. Dryden	Supv. L. Heuer (A)
Sutter		T. Beebe (E), Supv. J. Boone (A), M. Cardoza (E)
Yolo	D. Peach, G. Bourguignon	Supv S. Allen (E)
Yuba	Supv. A. Vasquez, W. Peters*	

*Teleconferencing according to AB 2449 Brown Act Emergency Provision.

On-site AAA4 Staff
Will Tift, Dr. Julie Bates, Sara Martinez, Jennifer Hassouna, Tina Linn, Diane Swanson

AAA4 Staff via Zoom
Anson Houghton, Brittany Lathrop, Cindy Reigert, Julie Beckner, Nancy Vasquez, Ashley Williams, Ben Scalero, Melyssa Santos-Hollitz, Sandra Woolf, Vanessa Anguiano

On-site Guests
None

Guests via Zoom
Jennifer Massello; ACC Senior Services, Margarita Minero; Sacramento County SAS, Rocio de Valk, Seniors First

II. ROLL CALL

A quorum was established with roll call taken by Leesa Klotz.

III. PUBLIC COMMENT - None.

IV. CONSENT

Supervisor Dryden asked for a motion to approve Consent items A and B to approve the agenda and the minutes from 5/8/26.

Motion	Second	Passed
Supv Vasquez	Supv Swarthout	Y= 11; N= 0; Abstain= 0

V. CORRESPONDENCE

- A. Aging and Disability Response to May Revision (Final Letter)
Will be addressed during the Acting Executive Director’s report.
- B. Meals on Wheels: Yolo County Café Yolo Transition
Support documentation for action item VI. B.

VI. ACTION ITEM

- A. Adopt Resolution #335 re: ADRC (Aging & Disability Resource Connection) Funds
Anson shared the ADRC 26/27 Budgets showing amounts received for administering the ADRCs totaling \$1.437 million dollars. In the past three years, the ADRCs have brought in \$4.5 million dollars.

Motion	Second	Passed
M. Rose	Supv Vasquez	Y= 11; N= 0; Abstain= 0

- B. Approve Revised Scope of Work for Meals on Wheels Yolo County
Will explained that congregate meal programs, including Yolo County’s Café Yolo program, have not returned to pre-pandemic participation levels. He noted that funds are transferred at the beginning of each year because demand for other services, such as transportation, has exceeded demand for congregate meals. MOW Yolo is requesting that funds previously allocated to C-1 non-traditional be redirected to the Traditional C-1 Program to support ongoing service expansion. Denise Peach from Yolo County has been directly involved in Yolo Healthy Aging Alliance and said the program really needs to be reimagined because getting people out is a difficult task, but necessary for a variety of reasons and hopes this program will continue at some point in the future. Jennifer Massello of ACC Senior Services shared that Sacramento’s restaurant program has been successful. She noted that participants tend to visit restaurants located near their communities. As an example, she described seeing a group of eight Korean-speaking consumers enjoying lunch together the previous day. Several Board Members discussed the successes and challenges of meal programs in their counties and in personal observations, emphasizing the importance of providing seniors with opportunities for social interactions in their communities. Denise Peach abstained from voting due to her affiliation with Yolo Healthy Aging Alliance.

Motion	Second	Passed
G. Bourguignon	Supv Jones	Y= 10; N= 0; Abstain= 1

C. Approve RFP Timeline SFY’s 2027-29

Nancy Vasquez presented the proposed timeline for the upcoming RFP process and requested Board approval to proceed with a limited RFP cycle for the Title III-E Family Caregiver Support Program, noting a minor correction of the program dates (2027-2028). She also presented the timeline for the Health Insurance Counseling and Advocacy Program (HICAP) services RFP.

Nancy explained that the RFP process is extensive and must begin well in advance to ensure adequate time for implementation.

Nancy advised that at the July Governing Board meeting, the Board will need to consider whether two additional programs should receive two-year contract extensions or be released for competitive bidding.

Supervisor Dryden encouraged Board members to let Sara know if they are interested in serving on the Grants Review Committee.

Motion	Second	Passed
M. Rose	M. Sawamura	Y= 11; N= 0; Abstain= 0

D. Accept AAA4 Financial Statements

Controller Jennifer Hassouna reviewed the financial statements and reported that the Agency's financial position remains stable, with approximately \$7.3 million in cash on hand. She noted that all expenses and expenditures continue to be paid in a timely manner.

Jennifer also reported that approximately \$1 million in program revenue had been received over the previous two weeks from two funding sources.

Meghan Rose said additional updates would be provided during the Audit/Finance Committee report.

Motion	Second	Passed
M. Rose	Supv Jones	Y= 11; N= 0; Abstain= 0

VII. DISCUSSION/PRESENTATION

A. AAA4’s Executive Director Position: Transition Planning, Part 4

- Dr. Julie Bates thanked the Board for extending the timeline from a three-month plan to a six-month plan. If the process remains on schedule, a new Executive Director is expected to be in place in October.
- Dr. Julie reported that she provided Will with an updated Executive Director job description. The revisions include expanded responsibilities for oversight of the Fiscal and Human Resource departments, which will be key functions of the position.
- Following Will's review, the revised job description will be presented to the Personnel Committee for approval before the July Governing Board meeting. Dr. Bates also noted that the remaining revised job descriptions will be presented to the Board in July.
- The next step after Will’s review will be for the Personnel Committee to approve the job description before next Governing Board meeting in July. All the other revised job descriptions will be brought to the Board in July as well.

- Six executive search firms have been contacted with four under consideration. Supervisor Swarthout provided names of three of the firms. Additional discussion regarding the search process will take place during the closed session.
- Dr. Julie stated the salary study is in the final stages and is expected to be presented to the Governing Board in July.
- The Fiscal component of the transition plan is complete and now focus is on organizational structure, the salary framework, and recruitment of the Agency's next Executive Director.

VIII. REPORTS

Executive Committee

- Supervisor Dryden reported that the Executive Committee met in closed session prior to the Governing Board meeting to discuss organizational changes.
- She announced the formation of an ad hoc Executive Director Search Committee to assist with interviewing candidates and recommending the Agency's next Executive Director. To ensure county representation, Supervisor Dryden requested one member for each county.
- The following appointments were made for the Search Committee:
 - Sierra County: Supervisor Dryden
 - Sacramento County: Leesa Klotz
 - Nevada County: Supervisor Swarthout
 - Yolo County: Supervisor Allen or Gay Bourguignon
 - Yuba County: Supervisor Vasquez
 - Placer County: Supervisor Jones
 - Sutter County: Tonya Beebe (nominated by Supervisor Dryden in her absence, as a member of the Executive Committee)
- The appointments were approved unanimously, and none were opposed.

Audit/Finance Committee

- Meghan Rose said the Audit/Finance Committee met this morning to review the financials and receive updates on the outstanding audits. She acknowledged the efforts of Jennifer Hassouna, Tina Linn, and the fiscal team. She noted that Gilbert CPAs have completed the work and submitted the 2021-2022 audit and advised the Board that audit findings are anticipated.
- Meghan reported that the fiscal team is requesting a multi-year audit for the remaining outstanding audit years since they are more complete and should be completed more efficiently. She emphasized that completing the audits is crucial since the State could withhold funding.
- The team is continuing to address findings from the California Department of Aging (CDA) audit.
- Meghan introduced RAMP, a new financial management system to strengthen internal controls and improve the Agency's ability to track and manage expenditures.

Legislative Committee

- Dr. Julie reported that the Legislative Committee didn't meet in June, so there is nothing to present.

Acting Executive Director

- Will provided an update on recent staffing changes. Case Manager, Sophia Terrazas, is transitioning to the Ombudsman team. Victoria Squire is the new RN Consultant noting that the position is required to maintain compliance with the Anthem grant which requires an RN to review care plans, medications, and consumer's health conditions.
- Melyssa Santos-Hollitz is transitioning from PEARLS to Regional Services Coordinator as funding for PEARLS is running out at the end of June.
- Will provided a legislative update, stating that concerns remain regarding Senate Bill 1249 and the proposed modernization of the Aging Services Network. He noted that the California Department of Aging's trailer bill, introduced as part of the Governor's May Revision, continues to raise concerns. While the May Revision is not expected to have a direct impact on the Agency, it could significantly affect counties, PACE providers, and other aging service programs. He added that the Senate budget plan includes alternatives to several of the Governor's proposals, with additional developments expected in the coming days.
- Kuma has been contracted to help IT with technology compliance as the Agency moves into more clinical and medical care with higher compliance standards. Kuma conducted a risk assessment and confirmed we are implementing the technology, policies and procedures that will move us towards being fully HIPPA compliant.
- Nancy Vasquez added that the Agency is committed to continuously strengthening its privacy security practices to meet the demands of our healthcare grant funding.
- Nancy reported that June is Elder Abuse Awareness Month and shared the Agency's annual campaign which Julie Beckner developed. The images used are attention-grabbing designed to educate the public that everyone is aging and shares a responsibility to protect older adults. In addition to information available on the Agency's website, the campaign includes advertisements on local buses to increase public awareness and encourage visits to the website.
- Elder Abuse flyers were included in the Board Member packets with multiple additional multilingual versions available in the foyer. Postcards promoting the campaign will also be mailed primarily to rural communities in the seven counties the Agency serves.
- Will recognized that June is also Pride month and announced that the Agency will participate this weekend in the Sacramento Pride event by providing accessibility assistance for attendees needing help navigating the curbs around the Capitol area.

IX. ANNOUNCEMENTS

- Supervisor Jones announced that the annual Placer Protect will be held on September 24, from 10:00 a.m. – 2:00 p.m. at the Maidu Community Center in Roseville. There will be more vendors than ever before and lunch is typically provided.

X. CLOSED SESSION (To discuss Personnel Matters and Potential Litigation) :30

XI. ADJOURN

The Open Session adjourned at 11:16 a.m. so the Closed Session could begin.

****TO LISTEN TO THE FULL AUDIO OR REQUEST MATERIALS FROM THIS MEETING, PLEASE EMAIL GoverningBoard@AgencyOnAging4.org**

Recordings are on file for one (1) year.

ACTION ITEM VI. A.

TO: AAA4 GOVERNING BOARD
FROM: Will Tift
DATE: July 6, 2026
SUBJECT: Adopt Benefit Transition Policy for AAA4 Staff

At the direction of the Governing Board, AAA4's Acting Executive Director tasked Human Resources Consultant Darlene Rhodes with developing the attached Benefit Transition Policy which establishes a mechanism to provide severance pay to AAA4 Staff who leave the Agency through no fault of their own. The policy has been reviewed and edited by County Counsel.

On June 30, the Personnel Committee reviewed and approved the Policy. There was discussion in developing a companion policy for AAA4 employees who are terminated for cause; input from the full Board is requested.

This item requires a roll-call vote by the Governing Board.

Agency on Aging Area 4 Transition Benefit Policy

1. Purpose

Agency on Aging Area 4 (hereinafter “Agency”) recognizes that funding reductions, organizational restructuring, and position eliminations may occasionally require involuntary workforce reductions. When fiscally appropriate and approved by Agency leadership, the Agency may provide transition benefits to eligible employees whose employment is involuntarily separated through no fault of their own.

Transition benefits are intended to assist employees during their transition to new employment while supporting an orderly, respectful, and professional separation process.

Nothing in this policy creates a contractual right to severance benefits or guarantees continued employment.

Relationship to Layoff Policy

This policy supplements, and does not replace, the Agency's existing policies governing reductions in force, layoffs, recall rights, or other employment actions. Employees affected by an organizational restructuring or reduction in force shall be separated in accordance with applicable Agency policy. This Transition Benefit Policy addresses *only* the discretionary transition benefits that *may* be offered to eligible employees at Agency’s discretion following an involuntary separation. Nothing in this policy alters or expands any employee rights relating to layoff procedures, recall rights, or continued employment.

2. Eligibility

Transition benefits are not an entitlement and are solely at Agency’s discretion. Employees may be considered for transition benefits when separated due to:

- Loss of Funding
- Reduction in Force (RIF)
- Elimination of Position
- Organizational Restructuring
- Program Elimination
- Other business necessity approved by Agency’s Executive Director, in consultation with Human Resources and Agency Counsel

Employees must:

- Remain employed through their designated separation date unless released earlier by the Agency;
- Return all Agency property and confidential information;
- Execute any required Severance Agreement, Waivers, and General Release approved by Agency Counsel; and,
- Comply with all terms contained within any required agreement(s).

3. Ineligible Employees

Transition benefits are not available for employees who separate due to:

- Voluntary resignation
- Retirement
- End of temporary or grant-funded appointment
- Failure of introductory/probationary period
- Job abandonment
- Termination for misconduct or cause
- Refusal of a substantially comparable position offered by the Agency

Agency reserves the right for Agency’s Executive Director, in consultation with Human Resources and Agency Counsel, to recommend an exception when supported by unique business circumstances and approved by the Governing Board.

4. Transition Benefit Schedule

Unless otherwise approved by Agency’s Executive Director, in consultation with Human Resources and Agency Counsel, and explicit approval by the Governing Board, transition benefits will generally be provided according to the following schedule:

Continuous Service	Transition Benefit
Less than 1 year	2 weeks base pay
1 – 5 years	4 weeks base pay
6 – 10 years	6 weeks base pay
More than 10 years	8 weeks base pay

The Agency reserves the exclusive right to modify transition benefits based upon any Agency-determined factors, including but not limited to: funding availability, operational needs, legal considerations, and/or individual circumstances. Agency leadership must seek front-end review by Human Resources and Agency Counsel prior to any such modification.

5. Conditions of Payment

All transition benefits are discretionary and are conditioned upon:

- Execution of a Severance Agreement and General Release approved by Agency Counsel;
- Expiration of any applicable revocation periods required by law;
- Return of Agency property;
- Satisfaction of all separation requirements established by the Agency.

Transition benefits are separate from final wages, accrued vacation payouts, expense reimbursements, COBRA rights, retirement benefits, or any other payments required by law.

6. Approval Authority

All transition benefit recommendations shall be reviewed by:

- Executive Director
- Human Resources
- Agency Counsel
- Finance Director (or designee)

Any exception to this policy, executive-level agreement, or enhanced transition benefit shall require approval by the Governing Board.

7. Administration

The Agency will administer this policy consistently while recognizing that each workforce reduction presents unique operational and legal considerations.

Nothing in this policy limits the Agency's ability to determine whether transition benefits are appropriate based upon the circumstances of a particular reduction in force or organizational restructuring.

8. Policy Interpretation

This policy may be amended, suspended, or discontinued by the Governing Board at any time. This policy does not alter any employee's at-will employment relationship with Agency, except where otherwise provided by law or written agreement.

Questions regarding interpretation or implementation of this policy shall be directed to Human Resources, in consultation with Agency Counsel.

Working Draft; Last Modified 6/30/2026

ACTION ITEM VI. B

TO: AAA4 GOVERNING BOARD
FROM: Will Tift
DATE: July 6, 2026
SUBJECT: Approve Revised Salary Chart for AAA4 Staff

At the direction of the Governing Board, AAA4's Assistant Director has been working to correlate the Agency's current job positions with comparable positions contained in the 2026 salary study produced by Nonprofit Compensation Associates, Inc. entitled "Fair Pay for Northern California Nonprofits." Additional sources have been used to obtain comparable pay for positions that are unique to agencies on aging, such as Long-Term Care Ombudsman.

The Revised Salary Chart (attached) was constructed in an Excel spreadsheet using the steps outlined below. To ensure the entire chart would reflect current, competitive hourly wages, median salaries for the Sacramento Region were used to set the lowest, entry-level Step within each Grade. Fair pay for employees is crucial to long-term retention.

1. All current AAA4 job positions were entered (as rows) into the spreadsheet.
2. Using the most comparable positions from the salary study or other sources, the median salary figure for each position was entered.
3. A new column was added to compute each median salary figure based on AAA4's long-standing 35-hour work week. This adjustment places the Agency's annual salary figures 12.5% lower than those for traditional 40-hour positions.
4. The spreadsheet was sorted (from high to low) by these adjusted median figures.
5. Beginning with Grade 25, the highest adjusted median salary figure was used to establish Step 1 of the Revised Salary Chart. The same approach was used for Grade 24 and so forth down the list. In cases where two or more salary figures were very close together, those values were simply averaged together. The lowest Grade is Grade 9.
6. Grade 26 was added to include a pay range for the Executive Director position.
7. In all Grades, the difference between individual Steps is 3%.

On June 30, the Personnel Committee reviewed and approved the Revised Salary Chart with the understanding that doing so would NEITHER automatically NOR immediately result in salary adjustments for AAA4 Staff, but it would move the Agency toward that goal with additional decision points to follow.

If the Revised Chart is approved by the full Board, then AAA4's Human Resources (HR) Team will need to reevaluate each current job position to determine whether it is in the appropriate Grade; the Personnel Committee will review requests for adjustments, then

bring those forward to a future Board meeting. Once that is accomplished, AAA4's HR Team will then need to assess whether each individual employee is at the appropriate Step relative to other employees in the same job position. AAA4's HR Team will use this information to calculate the total cost of bringing all Staff into alignment with the new Salary Chart and a plan for supporting said cost in current and future operating budgets.

This item requires a roll-call vote by the Governing Board.

Revised Salary Chart: DRAFT

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
26*	\$ 185,000	\$ 190,550	\$ 196,267	\$ 202,154	\$ 208,219	\$ 214,466	\$ 220,900	\$ 227,527	\$ 234,352	\$ 241,383
	\$ 101.65	\$ 104.70	\$ 107.84	\$ 111.07	\$ 114.41	\$ 117.84	\$ 121.37	\$ 125.01	\$ 128.77	\$ 132.63
25	\$ 120,081	\$ 123,683	\$ 127,394	\$ 131,216	\$ 135,152	\$ 139,207	\$ 143,383	\$ 147,684	\$ 152,115	\$ 156,678
	\$ 65.98	\$ 67.96	\$ 70.00	\$ 72.10	\$ 74.26	\$ 76.49	\$ 78.78	\$ 81.15	\$ 83.58	\$ 86.09
24	\$ 108,973	\$ 112,242	\$ 115,609	\$ 119,078	\$ 122,650	\$ 126,330	\$ 130,119	\$ 134,023	\$ 138,044	\$ 142,185
	\$ 59.88	\$ 61.67	\$ 63.52	\$ 65.43	\$ 67.39	\$ 69.41	\$ 71.49	\$ 73.64	\$ 75.85	\$ 78.12
23	\$ 107,338	\$ 110,558	\$ 113,875	\$ 117,291	\$ 120,810	\$ 124,434	\$ 128,167	\$ 132,012	\$ 135,973	\$ 140,052
	\$ 58.98	\$ 60.75	\$ 62.57	\$ 64.45	\$ 66.38	\$ 68.37	\$ 70.42	\$ 72.53	\$ 74.71	\$ 76.95
22	\$ 103,632	\$ 106,741	\$ 109,943	\$ 113,241	\$ 116,639	\$ 120,138	\$ 123,742	\$ 127,454	\$ 131,278	\$ 135,216
	\$ 56.94	\$ 58.65	\$ 60.41	\$ 62.22	\$ 64.09	\$ 66.01	\$ 67.99	\$ 70.03	\$ 72.13	\$ 74.29
21	\$ 100,243	\$ 103,250	\$ 106,348	\$ 109,538	\$ 112,824	\$ 116,209	\$ 119,695	\$ 123,286	\$ 126,985	\$ 130,794
	\$ 55.08	\$ 56.73	\$ 58.43	\$ 60.19	\$ 61.99	\$ 63.85	\$ 65.77	\$ 67.74	\$ 69.77	\$ 71.87
20	\$ 96,250	\$ 99,138	\$ 102,112	\$ 105,175	\$ 108,330	\$ 111,580	\$ 114,928	\$ 118,375	\$ 121,927	\$ 125,584
	\$ 52.88	\$ 54.47	\$ 56.11	\$ 57.79	\$ 59.52	\$ 61.31	\$ 63.15	\$ 65.04	\$ 66.99	\$ 69.00
19	\$ 86,851	\$ 89,457	\$ 92,140	\$ 94,904	\$ 97,752	\$ 100,684	\$ 103,705	\$ 106,816	\$ 110,020	\$ 113,321
	\$ 47.72	\$ 49.15	\$ 50.63	\$ 52.15	\$ 53.71	\$ 55.32	\$ 56.98	\$ 58.69	\$ 60.45	\$ 62.26
18	\$ 83,125	\$ 85,619	\$ 88,187	\$ 90,833	\$ 93,558	\$ 96,365	\$ 99,256	\$ 102,233	\$ 105,300	\$ 108,459
	\$ 45.67	\$ 47.04	\$ 48.45	\$ 49.91	\$ 51.41	\$ 52.95	\$ 54.54	\$ 56.17	\$ 57.86	\$ 59.59
17	\$ 78,366	\$ 80,717	\$ 83,138	\$ 85,633	\$ 88,202	\$ 90,848	\$ 93,573	\$ 96,380	\$ 99,272	\$ 102,250
	\$ 43.06	\$ 44.35	\$ 45.68	\$ 47.05	\$ 48.46	\$ 49.92	\$ 51.41	\$ 52.96	\$ 54.54	\$ 56.18
16	\$ 77,023	\$ 79,334	\$ 81,714	\$ 84,165	\$ 86,690	\$ 89,291	\$ 91,969	\$ 94,729	\$ 97,570	\$ 100,498
	\$ 42.32	\$ 43.59	\$ 44.90	\$ 46.24	\$ 47.63	\$ 49.06	\$ 50.53	\$ 52.05	\$ 53.61	\$ 55.22
15	\$ 68,250	\$ 70,298	\$ 72,406	\$ 74,579	\$ 76,816	\$ 79,120	\$ 81,494	\$ 83,939	\$ 86,457	\$ 89,051
	\$ 37.50	\$ 38.63	\$ 39.78	\$ 40.98	\$ 42.21	\$ 43.47	\$ 44.78	\$ 46.12	\$ 47.50	\$ 48.93
14	\$ 65,001	\$ 66,951	\$ 68,960	\$ 71,028	\$ 73,159	\$ 75,354	\$ 77,615	\$ 79,943	\$ 82,341	\$ 84,812
	\$ 35.71	\$ 36.79	\$ 37.89	\$ 39.03	\$ 40.20	\$ 41.40	\$ 42.65	\$ 43.92	\$ 45.24	\$ 46.60
13	\$ 62,235	\$ 64,102	\$ 66,025	\$ 68,006	\$ 70,046	\$ 72,147	\$ 74,312	\$ 76,541	\$ 78,837	\$ 81,203
	\$ 34.20	\$ 35.22	\$ 36.28	\$ 37.37	\$ 38.49	\$ 39.64	\$ 40.83	\$ 42.06	\$ 43.32	\$ 44.62
12	\$ 58,550	\$ 60,307	\$ 62,116	\$ 63,979	\$ 65,899	\$ 67,875	\$ 69,912	\$ 72,009	\$ 74,169	\$ 76,394
	\$ 32.17	\$ 33.14	\$ 34.13	\$ 35.15	\$ 36.21	\$ 37.29	\$ 38.41	\$ 39.57	\$ 40.75	\$ 41.97
11	\$ 56,816	\$ 58,520	\$ 60,276	\$ 62,084	\$ 63,947	\$ 65,865	\$ 67,841	\$ 69,877	\$ 71,973	\$ 74,132
	\$ 31.22	\$ 32.15	\$ 33.12	\$ 34.11	\$ 35.14	\$ 36.19	\$ 37.28	\$ 38.39	\$ 39.55	\$ 40.73
10	\$ 51,972	\$ 53,531	\$ 55,137	\$ 56,791	\$ 58,495	\$ 60,250	\$ 62,057	\$ 63,919	\$ 65,837	\$ 67,812
	\$ 28.56	\$ 29.41	\$ 30.30	\$ 31.20	\$ 32.14	\$ 33.10	\$ 34.10	\$ 35.12	\$ 36.17	\$ 37.26
9	\$ 48,514	\$ 49,969	\$ 51,469	\$ 53,013	\$ 54,603	\$ 56,241	\$ 57,928	\$ 59,666	\$ 61,456	\$ 63,300
	\$ 26.66	\$ 27.46	\$ 28.28	\$ 29.13	\$ 30.00	\$ 30.90	\$ 31.83	\$ 32.78	\$ 33.77	\$ 34.78

Number	Annual Salary @ 52 Weeks	Hourly Salary @ 35 Hours/Week
--------	--------------------------	-------------------------------

*Grade 26 is unique to the Executive Director position, and Step 1 is set by the Governing Board.

ACTION ITEM VI. C.

TO: AAA4 ADVISORY COUNCIL
FROM: Will Tift
DATE: May 14, 2026
SUBJECT: Adopt Recommendations for Teleconferencing per SB 707

As discussed at the March Advisory Council meeting, beginning July 1, 2026 Senate Bill (SB) 707 allows “eligible subsidiary bodies” to conduct meetings remotely through technologies such as Zoom and Teams when certain provisions are met.

Both the Advisory Council and Committees under the purview of the Council meet the definition of eligible subsidiary bodies. Through the discussion and approval of this Action Item, AAA4 Staff invite each Council member to have a voice in setting a policy which will define the parameters for remote participation in future meetings.

While there is value in having regular in-person gatherings, there is also value in being able to appear on camera when unusual circumstances make traveling to a meeting impossible or impractical. The goal is to arrive at a balance between these alternatives. AAA4 Staff will facilitate a structured discussion.

This item requires a voice vote (as opposed to a roll-call vote) unless a Council member is voting remotely.

Board Policy Draft: Advisory Council Hybrid Meeting and Remote Participation Policy

Policy Number: [Insert Policy Number]

Effective Date: July 1, 2026]

Approved By: Governing Board

Applies To: Advisory Council and Advisory Council committees, as applicable

1. Purpose

The purpose of this policy is to establish a formal hybrid meeting and remote participation framework for the Advisory Council that supports public access, member participation, accessibility, transparency, and compliance with applicable open meeting requirements, including the Ralph M. Brown Act and Senate Bill 707 to include Council meetings and standing committee meetings.

2. Authority

The Governing Board authorizes the Advisory Council to conduct meetings in a hybrid format and to allow remote participation by Advisory Council members when permitted by applicable law. The Governing Board retains authority to adopt, amend, suspend, or rescind this policy.

3. Policy Statement

It is the policy of the Governing Board to permit the Advisory Council to use hybrid meeting practices that allow both in-person and remote participation, provided that meetings remain open, accessible, and conducted in accordance with all applicable legal requirements. Hybrid meetings are intended to reduce participation barriers while preserving meaningful in-person engagement among Advisory Council members and the public for Council meetings and standing committee meetings.

4. Advisory Council Member Participation

Advisory Council members may participate remotely when authorized by applicable law and this policy. Remote participation shall be conducted in a manner that allows members to hear, be heard, and participate in the meeting proceedings.

To support continued in-person engagement, Advisory Council members are expected to attend in person when feasible, including at least two joint meetings each year, one meeting held in or near the member's jurisdiction, and one additional meeting annually.

These expectations may be adjusted when travel, disability-related needs, weather conditions, financial hardship, geographic distance, or other reasonable circumstances affect a member's ability to attend in person.

5. Public Participation

Advisory Council meetings shall continue to provide opportunities for public participation consistent with applicable law and established meeting procedures. Members of the public may provide oral public comment during the designated public comment period and may submit written correspondence for Advisory Council review through established processes.

Public comment time limits shall remain consistent with existing procedures unless adjusted by the meeting chair based on the number of speakers, meeting length, accessibility needs, or other meeting-management considerations. Written comments, including longer written comments submitted as an accommodation or accessibility measure, may be received and distributed for Advisory Council consideration.

6. Accessibility and Accommodation

The Advisory Council shall make reasonable efforts to conduct hybrid meetings in a manner that supports accessibility for members and the public. Remote participation may be used to reduce barriers related to disability, transportation, weather, geography, financial hardship, or other circumstances that may limit in-person attendance.

7. Technology Disruption Procedure

If a technological disruption prevents members of the public or remote participants from accessing the meeting through the posted telephonic or internet-based option, staff shall make a good-faith effort to restore access. The meeting chair may recess the meeting as necessary to address the disruption and shall determine whether the meeting may continue consistent with applicable law and the ability of the public to participate.

8. Implementation and Administration

Staff are authorized to implement this policy by preparing meeting notices, agendas, remote participation instructions, public comment procedures, and related materials consistent with applicable law. Staff may also develop administrative procedures, templates, or guidance documents to support consistent implementation of this policy.

The Advisory Council may review implementation of this policy and recommend updates to the Governing Board as needed. Any substantive policy change shall be presented to the Governing Board for approval.

9. Legal Compliance

This policy is intended to be implemented in a manner consistent with the Ralph M. Brown Act, Senate Bill 707, and any other applicable federal, state, or local requirements. If any provision of this policy conflicts with applicable law, the legal requirement shall control.

10. Board Action

Upon approval by the Governing Board, this policy shall authorize the Advisory Council to conduct hybrid meetings and permit remote participation consistent with this policy and applicable law.

Recommended Action: Approve the Advisory Council Hybrid Meeting and Remote Participation Policy and authorize staff to implement the policy consistent with applicable law.

ACTION ITEM VI. D.

TO: AAA4 GOVERNING BOARD

FROM: Will Tift

DATE: July 6, 2026

SUBJECT: Approve Title III-D Recommendations for Minor RFP Cycle: 2027-29

The Minor Request for Proposals (RFP) is now scheduled to be issued in September of 2026. As discussed last month, the Governing Board must decide whether to include Title III-D Evidence-Based Health Promotion services in this RFP for SFYs 2027-29.

Currently, all Title III-D programs are being offered as a direct service of the Agency, and those offerings include:

- Bingocize (Exercise Program)
- Diabetes Education & Empowerment Program (DEEP)
- Matter of Balance Fall Prevention Program (MOB)
- Stay Active & Independent for Life (SAIL)

AAA4's Title III-D budget allocations were set in November of 2024 when County Funding Levels were determined based on the latest Parity reset, and the current shares are:

Nevada County = \$12,882 or 7.88% of the Total
Placer County = \$36,046 or 22.05% of the Total
Sacramento County = \$102,088 or 62.45% of the Total
Yolo County = \$12,457 or 7.62% of the Total
PSA 4 Total = \$163,473 = 100%

AAA4 Staff recommend including the Nevada County portion of Title III-D funds in the Minor RFP Cycle because it is not cost-effective for trainers based in Sacramento to travel to Nevada multiple times for each series of III-D course offerings. A local RFP Applicant may be able to provide programming more efficiently.

AAA4 Staff recommend excluding the Placer, Sacramento and Yolo County portions of Title III-D funds from the Minor RFP Cycle because AAA4 is well-positioned to continue providing cost-effective III-D programming as a direct service of the Agency in those areas.

Title III-D funds may only be used for State-approved evidence-based programming; funds that are not used are returned to the State.

This item requires a roll call vote.

ACTION ITEM VI. E.

TO: AAA4 GOVERNING BOARD

FROM: Will Tift

DATE: July 6, 2026

SUBJECT: Renew Title III-B and III-C Awards for SFYs 2027-28 & 2028-29

The last Major Request for Proposals (RFP) for Title III-B Supportive Services and Title III-C Nutrition was a 2-year RFP covering State Fiscal Years (SFYs) 2025-26 and 2026-27. These awards are renewable for 2 additional years (SFYs 2027-28 & 2028-29) if and only if AAA4's Governing Board explicitly renews each of them.

Funded Partners whose agreements **are** renewed will not need to reapply for their assigned funds and will not need to compete for their assigned funds. In effect, they will simply continue as though they were halfway through a 4-year contract cycle. However, in any circumstance where AAA4 Board renewal is **not** granted, the Service Category in question may either be discontinued or reopened for bid. Awards that are reopened for competition will be added to the Minor RFP Cycle, and any Funded Partner wishing to continue providing said services beyond June 30, 2027 would need to reapply and compete against any other prospective bidders to secure funds.

All awards that are eligible for renewal for SFYs 2027-28 & 2028-29 are listed in the table on the following page. AAA4 Staff recommend all of them be renewed because we do not foresee any advantage in taking a different course of action at this time.

Funded Partner (Alphabetical Order)	County	Title	Service Category	Annual Award: 2025-26 Baseline
ACC Senior Services - ACC Rides	Sacramento	III-B	Transportation	\$239,128
Community Link - 211 Sacramento	Sacramento	III-B	Information & Assistance	\$110,000
Community Link - 211 Yolo	Yolo	III-B	Information & Assistance	\$58,145
Connecting Point - 211	Nevada	III-B	Information & Assistance	\$47,234
	Sutter	III-B		\$21,500
	Yuba	III-B		\$27,399
Gold Country Community Services	West Nevada	III-C	Congregate Meals	\$50,932
		III-C	Home Delivered Meals	\$432,511
Inc. Seniors of Sierra County	Sierra	III-C	Congregate Meals	\$93,966
		III-C	Home Delivered Meals	\$127,621
		III-B	Outreach	\$39,793
LSNC: Mother Lode Office	Nevada	III-B	Legal Advice/Counseling	\$22,000
	Placer	III-B	Legal Advice/Counseling	\$123,367
	Sierra	III-B	Legal Advice/Counseling	\$3,000
LSNC: Sacramento Office	Sacramento	III-B	Legal Advice/Counseling	\$139,153
LSNC: Yolo Office	Yolo	III-B	Legal Advice/Counseling	\$28,219
Meals on Wheels Sacramento County	Sacramento	III-C	Congregate Meals	\$974,829
		III-C	Non-Traditional Congregate Meals (Restaurant Vouchers)	\$316,743
		III-C	Home Delivered Meals	\$3,447,487
Meals on Wheels Yolo County	Yolo	III-C	Congregate Meals	\$193,226
		III-C	Home Delivered Meals	\$381,632
Placer Independent Resource Services (PIRS)	West Placer	III-B	Home Repair/Modification	\$65,000
Rebuilding Together	Sacramento	III-B	Home Repair/Modification	\$40,000
Seniors First	West Placer	III-C	Congregate Meals	\$199,216
	Placer	III-B	Information & Assistance	\$111,853
	West Placer	III-B	Transportation	\$60,000
Seniors First - Meals on Wheels Placer	West Placer	III-C	Home Delivered Meals	\$714,662
Sierra Senior Services	East Nevada	III-C	Congregate Meals	\$49,946
		III-C	Home Delivered Meals	\$194,783
Sierra Senior Services	East Placer	III-C	Home Delivered Meals	\$150,056
Stanford Settlement	Sacramento	III-B	Transportation	\$87,128
Yuba Sutter Legal Center for Seniors	Sutter	III-B	Legal Advice/Counseling	\$38,500
		III-B	Transportation Vouchers	\$14,500
	Yuba	III-B	Legal Advice/Counseling	\$31,300
		III-B	Transportation Vouchers	\$17,850

This item requires a roll call vote.

ACTION ITEM VI. F.

TO: AAA4 GOVERNING BOARD
FROM: Will Tift
DATE: July 6, 2026
SUBJECT: Approve AAA4 Financial Statements

The following financial statements for the month of May are attached for review and approval by the Governing Board:

- Statement of Financial Position (A point-in-time picture of overall fiscal health)
- Statement of Financial Activities (Net income for a specified timeframe)
- Statement of Cash Flows (Cash entering and leaving for a specified timeframe)

This item requires a roll-call vote by the Governing Board.

DISCUSSION ITEM VII. A.

TO: AAA4 GOVERNING BOARD

FROM: Will Tift

DATE: July 6, 2026

SUBJECT: Feasibility Study: Nevada County Volunteer Transportation Program, presented by Connecting Point

In the Spring of 2025, AAA4's Advisory Council and Governing Board approved the 2025-26 Area Plan Update which included a three-year Program Development Objective (1.2 Nevada (A)). The first-year goal has just been completed; namely, to "Contract with Connecting Point to complete a feasibility study by June 30, 2026 which assesses whether or not a volunteer-based transportation program could reasonably be expected to have long-term viability in Western Nevada County."

A representative from Connecting Point will provide an overview of the attached report.

AAA4 currently contracts with Connecting Point to provide Title III-B Senior Information & Assistance services in Nevada County (via 211) and in Sutter and Yuba counties as well.

DISCUSSION ITEM VII. B.

TO: AAA4 GOVERNING BOARD
FROM: Will Tift
DATE: July 6, 2026
SUBJECT: AAA4's Executive Director Position: Transition Planning, Part 5

AAA4 is now under contract with WBCP, Inc. led by Wendi Brown, an executive search firm based in Oregon. An update will be provided during the meeting.

DISCUSSION ITEM VII. C.

TO: AAA4 GOVERNING BOARD
FROM: Will Tift
DATE: July 6, 2026
SUBJECT: A Fiscal Handbook for AA4's Fiscal Team

AAA4's Controller will present a draft Handbook during the meeting.