

JOINT MEETING NOTICE & AGENDA (Advisory Council & Governing Board)

DATE: Friday, November 14, 2025
TIME: 10:00 a.m. to 12:30 p.m.
PLACE: **Agency on Aging Area 4**
1401 El Camino Avenue, Suite 400
Sacramento, CA 95815

Our Mission: Enriching the lives of older adults and people with disabilities by **FOSTERING** networks of support, **ADVOCATING** for individual choice, **COLLABORATING** with

AGENDA

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

A. *Only If Needed* – AB2449 “just cause” provision

II. 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.

III. ROLL CALL & CONSENT

A. Advisory Council

1. Roll Call
2. Adopt the Agenda and Approve the Minutes from 10/16/25

B. Governing Board

1. Roll Call
2. Adopt the Agenda and Approve the Minutes from 10/10/25

IV. CORRESPONDENCE – *IF Applicable*

V. ACTION ITEMS

- A. Adopt the Slate of Officers for 2026 (Governing Board)
- B. Adopt Resolution #330 re: California Community Connect Project (Governing Board)
- C. Approve First Quarter JPEC Recommendations (Governing Board)
- D. Approve One-Time-Only (OTO) Expenditures (Governing Board)
- E. Approve Timeline for Yuba Sutter Meals on Wheels IFB for Meal Production
- F. Adopt the Annual Report (Advisory Council & Governing Board)

VI. PRESENTATION/DISCUSSION

- A. An Update on AAA4's Long-Term Ombudsman Program, *presented by Kim Johnson*
- B. An Update on AAA4's Audits, *presented by Meghan Rose*
- C. An Introduction to AAA4's In-House Budget, *presented by Kellie Bruton*

VII. REPORTS

- A. Advisory Council
 - 1. Executive Committee
- B. Governing Board
 - 1. Executive Committee
 - 2. Audit/Finance Committee
 - 3. Joint Program Evaluation Committee (JPEC)
 - 4. Nominating Committee
- C. Executive Director

VIII. ANNOUNCEMENTS

IX. ADJOURN

Disability Accommodations:

If you need a disability-related reasonable 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

11/14/2025, 9:00 a.m. – 9:30 a.m.

EXECUTIVE COMMITTEE

9/12/2025, 9:30am – 10:00am

AGENCY ON AGING AREA 4 Advisory Council



Date: October 16, 2025

Location: **Sacramento County**

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, WELCOME & INTRODUCTIONS**

Chair Dr. Koss called the meeting to order once a quorum was reached at 10:017 a.m., welcoming guests and members. The pledge of allegiance was led by Dr. Koss. Pam Miller introduced Diane Swanson as the new support staff to the Council and the Board.

Advisory Council Attendance

<i>County</i>	<i>Members Present - 9</i>	<i>Excused = 9; Absent = 2</i>
Nevada	K. Carpenter	A. Mikal-Hein (E)
Placer	K. Flanagan	
Sacramento	S. McBride; Dr. C. Koss; M. Jacobs; A. Zonderman;	Dr. T. Abah (A)
Sierra		W. Church-Bergstrom(A)
Sutter	T. Thomas	P. Epley (E)
Yolo	J. Bohon; S. Brunner	
Yuba		
At Large		P. Nelson (A), Harrison Linder (E), R Saenz (E), M. Moreno (E)

**Teleconferencing according to Brown Act Emergency Provision.*

On-site AAA4 Staff

Pam Miller, Julie Bates PhD, Will Tift, Sara Martinez, Diane Swanson

AAA4 Staff via Zoom

Julie Beckner, Anson Houghton, Melyssa Hollnitz, Jodi Mesa, Nancy Vasquez

On-site Guests

N/A

Guests via Zoom

Michelle Nevins, Del Oro CRC

II. PUBLIC COMMENT

None.

III CONSENT CALENDAR

A. Motion: Adopt the Agenda and approve the minutes from 8/21/2025 as amended.

Motion	Second	Passed
T. Thomas	A. Zonderman	Y= 9; N= 0; Abstain= 0

IV. CORRESPONDENCE

None.

V. ACTION ITEM

Elect Members to Serve on the Nominating Committee

Motion	Second	Passed
S. McBride	M. Jacobs	Y= 9; N= 0; Abstain= 0

The members who volunteered to be part of the Nominating Committee are Jim Bohon, Karen Flanagan, and Seth Brunner. They will meet prior to the Joint Meeting on November 14, 2025.

VI. DISCUSSIONS/PRESENTATIONS

A. CBS News Piece on Yuba-Sutter Meals on Wheels

Will Tift shared the CBS Meals on Wheels news piece. Will also shared the flier for a celebration event happening on October 20, 2025 at the Harmony Village Clubhouse in Yuba City. "Eat Well, Age Well: Yolo + Yuba/Sutter Seniors" Will made a point that while there are still people on the MOW waiting list, the highest priority people are being served. Nancy Vasquez added that since this piece was aired, everyone on the waiting list has been contacted and the wait list has greatly decreased to less than 50 people. This has been an innovative partnership as frozen and medically tailored meals can now be offered to consumers in need.

B. AAA4's PEARLS Program

Melyssa Santos-Hollitz gave a presentation to explain what the PEARLS (Program to Encourage Active and Rewarding Lives) program is, and the services provided to individuals with depression, social isolation, and loneliness. There have been 114 graduates of the program so far. Melyssa shared a success story and there were several questions from the Council Members regarding funding and referrals. Anson Houghton explained that the grant was only for Sacramento County, but he has another smaller grant that could bring PEARLS to Yolo County next. The current grant is through September of 2026 and additional coaches have recently been added to the team. Dr. Julie Bates discussed how Anson got the Grant and Melyssa has grown this incredibly impactful program. She hopes additional funding will be found to continue this vitally important program to older adults. Dr. Koss asked Anson to provide any data showing the effectiveness of this program so everyone can advocate to keep it going.

C. Reflections on National Ageism Awareness Day

Sara Martinez explained that Ageism Awareness Day was on October 9th and is a day to draw attention to the impact that ageism has not only on individuals, but also on society as a whole. Ageism is one of the most acceptable forms of prejudice and it is important to understand how damaging it is. Sara shared a Ted Talk video by activist Ashton Applewhite. Ashton explains, "It's not the passage of time that makes it so hard to get older. It's prejudice that pits us against our future selves. Ashton stresses that ageism is any judgement on the basis of age, including bias against younger people.

D. Overview of New Elder Index Data

Will Tift reviewed the California Elder Index found on the healthpolicy.ucla.edu website and the different dashboards of collected statistics by county and CA as a whole. As an overview, Will explained that the federal poverty level is a poor measure of how many people are struggling to make ends meet. Will also shared a dashboard showing how housing costs are the largest variable in an older adult's monthly budget depending on if the person owns a home outright, is renting, or has a mortgage. He was able to show examples comparing all counties in CA as a whole to individual counties in Area 4. There is a lot of data compiled in an aggregated way to be used as a resource.

VII. REPORTS

A. Executive Committee

Dr. Catherine Koss reported that the committee met before the Advisory Council meeting to review and approve the agenda.

B. Governing Board

Sara reported that the Governing Board met on October 10th and approved changes to the employee handbook and approved some job descriptions. They approved the year-end JPEC recommendations, signed three different resolutions: one for MIPPA, one for MOW of Yuba County, and one for MOW Sutter County. They also awarded Title IIIB transportation funds to Yuba Sutter Legal Center. They took nominations and elected members to the Nominating Committee.

C. Area Plan Committee

Will reported that the committee will meet next on October 31st. The focus has been incorporating the ADRC's annual plan into our four year area plan and the 2026 needs assessment.

D. Joint Program Evaluation Committee (JPEC)

Will reported at the year-end JPEC meeting, the performance standards policy was updated with new language and was adopted by the Board at the last meeting.

E. Strategic Planning Committee

Pam Miller reported that the Strategic Planning Committee has been meeting quarterly to make sure that they staying on target.

F. Executive Director

- Pam announced that she is planning on attending the event previously mentioned at the Habitat for Humanity Eat Well, Age Well event and she will be giving a brief speech.
- The agency is undergoing a CDA fiscal audit that began in September and should take about three months and then in January the program audits begin with the RSS team.
- The 24-28 Area Plan was originally submitted in April. Some changes are being made, and the final approval should be given soon.
- There have been some new hires in Operations, IT, and Fiscal. Interviews are being held for the Controller position.
- There have been some changes to the transportation contract in Yolo County. Dignity ended a long-standing contract and the Agency will be the administrator of their transportation program.
- The federal government shutdown on September 30th has not had a direct impact on the Agency. The CDA has assured us there is funding through December. The possible length of the shutdown is concerning, but there are several contracts being signed.
- The Agency has been working with the Sacramento News group on an 8 page publication that will accompany the 2026 needs assessment survey.
- The Agency has received the Anthem Blue Cross case management funding.

- November 5-7 is the C4A Conference in Orange County.

VIII. ANNOUNCEMENTS

Karen Flanagan shared some fliers with tips and a one stop website called Senior Gateway. She also thanked Pam and AAA4 for participating as a drop off location for collecting stuffed animals for Placer County. The stuffed animals will be given out by first responders in the county. People can bring stuffed animals to the Joint Meeting on November 14th.

IX. ADJOURNMENT

Chair Dr. Koss called for a motion for adjournment at 11:51 a.m.

****TO LISTEN TO THE FULL AUDIO OR REQUEST MATERIALS FROM THIS MEETING, PLEASE EMAIL [Advisory Council@AgencyOnAging4.org](mailto:Advisory_Council@AgencyOnAging4.org)**

Recordings are on file for one (1) year.

AGENCY ON AGING AREA 4 Governing Board

Date: October 10, 2025
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 10:03 a.m., welcoming guests and members. The pledge of allegiance was led by Supervisor Vasquez.

Lin Batten was formally introduced to the Board. Lin represents Phil Serna's office in Sacramento County.

GOVERNING BOARD ATTENDANCE

County	Members Present – 13	Excused = 1 Absent = 5
Nevada	Supv. L. Swarthout, E. Minett	Supv. S. Hoek (A)
Placer	Supv. S. Jones	W. Reed (A)
Sacramento	L. Klotz; C. Burton; M. Sawamura*; M. Rose*, L. Batten	Pat Hume (A)
Sierra	Supv. S. Dryden; Supv. L. Heuer	
Sutter		Supv. J. Boone (E), T. Beebe (A)
Yolo	N. Pennebaker, Supv. S. Allen, PHD	
Yuba	Supv. A. Vasquez	W. Peters (A)

**Teleconferencing according to AB 2449 Brown Act Emergency Provision.*

On-site AAA4 Staff

Pam Miller, Julie Bates, PhD, Will Tift, Sara Martinez, Diane Swanson

AAA4 Staff via Zoom

Rebecca Hensley, Brittany Lathrop, Nancy Vasquez, German Ayoon, Anson Houghton, Jodi Mesa, Julie Beckner, Marilyn Moreno

On-site Guests

Sam White, Golden Rays, Sierra County

Guests via Zoom

Mindy Klick, Executive Director, MOW Sacramento;

II. ROLL CALL

A quorum was established with roll call. Two members attended the meeting remotely due to illness. Their virtual attendance was unanimously approved by the members present.

III. PUBLIC COMMENT – None.

IV. CONSENT

Supervisor Dryden asked for a motion to approve the consent items which consisted of Adopting the Agenda, Approval of the 8/8/25 minutes, Approving changes to the Employee Handbook, and Approval of Job Descriptions.

Motion: Approve Consent Items

Motion	Second	Passed
Supv. Vasquez	Nancy Pennebaker	Y= 13; N= 0; Abstain= 0

V. CORRESPONDENCE – None.

VI. ACTION ITEM

A. 1. Approve Year-End JPEC Recommendations (Item D)

Motion	Second	Passed
Supv. Allen	Supv. Vasquez	Y= 13; N= 0; Abstain= 0

A. 2. Approve Year End JPEC Recommendations (Performance/Sanctions discussion)

Motion	Second	Passed
Supv. Vasquez	Nancy Pennebaker	Y= 13; N= 0; Abstain= 0

B. Accept Resolution #327 RE: MIPPA Funds for 2025-2026

Motion	Second	Passed
Supv. Allen	Nancy Pennebaker	Y= 13; N= 0; Abstain= 0

C. Award Titale III-B Transportation Funds to Yuba Sutter Legal Center

Motion	Second	Passed
Supv. Vasquez	Supv. Allen	Y= 13; N= 0; Abstain= 0

D. Take Nominations & Elect Members to Serve on the Nominating Committee Supervisor Dryden, Nancy Pennebaker, and Meghan Rose will continue to serve and Miko Sawamura and Supervisor Vasquez volunteered to serve.

Motion	Second	Passed
Nancy Pennebaker	Leesa Klotz	Y= 13; N= 0; Abstain= 0

E. Adopt Resolution No. 328 for Yuba-Sutter Meals on Wheels Block Grant in Sutter County

Motion	Second	Passed
Supv. Vasquez	Supv. Allen	Y= 13; N= 0; Abstain= 0

F. Adopt Resolution No. 329 for Yuba-Sutter Meals on Wheels Block Grant in Yuba County

Motion	Second	Passed
Supv. Vasquez	Nancy Pennebaker	Y= 13; N= 0; Abstain= 0

VII. DISCUSSION/PRESENTATION – None.

VIII. REPORTS

A. Executive Committee

- Supervisor Dryden reported that the Executive Committee met this morning and reviewed the agenda.
- Supervisor Dryden discussed the ad hoc committee she created several months ago to resolve issues with the back audits that have not been done since 2021-2022. Gilbert and Associates was hired and are having bi-weekly meetings to resolve those issues.

B. Audit/Finance Committee

- Meghan Rose discussed how the fiscal team is trying to keep more cash on hand to have funds available as needed, especially in consideration of the congressional shutdown. The CDA has communicated that funds should be available through December, so it is important for the agency to keep cash available to meet financial obligations and work with the Gilbert CPAs in the audit process.
- Meghan was happy to report that the fiscal team is almost fully staffed with two more employees starting this week and that there are some good candidates for the controller position.
- Supervisor Allen expressed her appreciation for the fiscal updates and requested another update at the next meeting. Supervisor Dryden will add to the next agenda.
- Will Tift addressed Supervisor Allen’s concerns about timely payments to our funded partners and the delays that can happen in the process. Mindy Klick, Executive Director MOW Sacramento County stated as a funded partner there have been no payment delays from AAA4.

C. Advisory Council

- Sara Martinez reported that the Advisory Council met on August 21, 2025. There were no action items, but the same presentations that the Governing Board heard in September and additional presentations from German and Contessa regarding the Local International Disability Action Plan (LADAP). Will also gave a presentation and updates on Next Steps from California 2030.

D. Area Plan Committee

- Will Tift discussed that the agency has been working to integrate the parallel work that the ADRC’s do around goal setting and needs assessment so that will be incorporated into the four year plan.

E. Joint Program Evaluation Committee (JPEC)

- Will explained that JPEC will meet on October 30th to review the books and bring any recommendations to the Board for the November meeting.

F. Personnel Committee

- Pam Miller said the Personnel Committee met in August to approve the job descriptions and employee handbook updates that the Board voted on in the consent calendar.

G. Executive Director

- Pam Miller introduced Diane Swanson to the members who have not met her yet.
- Pam discussed the webinar that CDA is putting together for October 29th at noon to share their perspective of SB 1249 and the new interstate funding formula. Additionally, C4A is putting together a webinar with a different slant on these subjects. The details of that webinar will be shared once they are made available. Pam encourages members to attend these webinars to understand the different perspectives and determinations which could especially affect rural communities in our JPA.
- CDA fiscal is in the process of the audit performed every other year and has completed review of the 2024-2028 area plan. Minor corrections are being made to the area plan before final approval.
- Two new staff members have been hired in Case Management, two in IT, and three in Fiscal.
- Pam, Will, and Supervisor Allen discussed the transportation contract challenges between Yolo Adult Day Healthcare and their parent company Dignity Common Spirit. The conversation will continue offline and an update will be brought to the Board.
- Pam noted that despite the government shutdown, the Agency has enough cash flow for now and the CDA has sufficient cash flow through December.
- Pam shared that we are at the beginning of a new four-year area plan cycle which begins with the needs assessment. There will be an 8 page newspaper blitz publishing the 2026 Needs Assessment Survey and several other AAAs in CA are joining the efforts, so Pam is really excited about the statewide attention.
- Pam reported that the CalAIM enhanced Care Management Project funds have been received.
- Pam announced that National Ageism Awareness Day was on October 9th and that a presentation to the Advisory Council will happen next week.

IX. ANNOUNCEMENTS

- A. Supervisor Jones announced that the Older Advisory Commission in Placer County is continuing their annual collection of new stuffed animals for first responders to give out to children. This is their third year and they are working to expand the distribution and asked that donations be brought to the meeting next month. The Placer County distribution will be on December 4th at the HHS building in Auburn. Rebecca Hensley announced that AAA4 will have a collection box in November for stuffed animal donations.
- B. Carl Burton shared that the drive up food locker program in Rancho Cordova is going well and next year they hope to have their own building.
- C. Carl also mentioned and thanked AAA4s involvement in a health fair at a medical college in Elk Grove.

- D. Carl Burton and Dr. Julie Bates had a discussion regarding The Big Beautiful Bill and whether there is an additional bill with language addressing tax exemptions for social security recipients. They will continue the discussion a
- E. Carl Burton also questioned the status of the 702 people awaiting Meals on Wheels from the previous meeting. Mindy Klick from MOW said the number has decreased to 278 and there are no individuals on the priority one list.
- F. Leesa Klotz announced that the Sunshine Food Pantry in the city of Galt has a new facility housing three commercial freezers and three commercial refrigerators indoors. With this new facility, they have doubled their services from serving 2000 people a month to 4000 people. They have also been able to decrease food waste with the ability to preserve food longer, and through food donations and ultimately by recycling.
- G. Supervisor Allen asked that an update on the Brown Act to be addressed at one of the committee meetings.

X. ADJOURN

- H. Meeting adjourned at 11:30 a.m.

ACTION ITEM V. A.

TO: AAA4 GOVERNING BOARD
FROM: Nominating Committee
DATE: October 23, 2025
SUBJECT: Adopt the Slate of Officers for 2026

The Nominating Committee met on Monday, November 10, 2025, and unanimously agreed upon the following slate of officers for calendar year 2026:

Chair: Supervisor Dryden
1st Vice Chair: Tonya Beebe
2nd Vice Chair: Supervisor Vasquez
Treasurer/Auditor: Meghan Rose
Secretary: Leesa Klotz or Miko Sawamura
Parliamentarian: No names brought forth

Additional nominations may be made from the floor prior to votes being cast.

Elections are scheduled for Friday, December 12, 2025, the next and last Governing Board Meeting of the year.

This item requires a roll call vote.

ACTION ITEM V. B.

TO: AAA4 GOVERNING BOARD

FROM: Pam Miller

DATE: October 23, 2025

SUBJECT: Adopt Resolution No. 330 for the CDA's California Community Connect (CCC) Project Agreement number CC-2526-04

The California Department of Aging is entering into an agreement with Agency on Aging Area 4 to fund approximately \$150,000 to provide comprehensive navigation services to older adults, people with disabilities, and caregivers to navigate Long-Term Services and Supports (LTSS), health care, and other services. Priority will be given to adults who are low-income, disabled, or otherwise fall within the category of greatest economic and social need within the meanings of the Older Americans Act, the Older Californians Act, and their respective regulatory counterparts.

The parties reserve the right to amend the Agreement by extending the term for up to two (2) additional one (1) year terms and to add funding as needed to allow for that period at the existing proposed rates. The agreement period is from July 1, 2025 through May 31, 2027.

Furthermore, this Resolution authorizes the Executive Director to execute all future amendments to the above agreement.

This item requires a roll call vote.

A4AA GOVERNING BOARD

RESOLUTION NO. 330

RESOLVED by the Area 4 Agency on Aging Governing Board that the Executive Director is authorized to execute Agreement CC-2526-04 from the California Department of Aging for the Cal Community Connect (CCC) Project for approximately \$150,000. The term for this agreement is 7/1/25 through 5/31/2027.

Furthermore, this Resolution authorizes the Executive Director to execute an agreement and all future amendments to said agreement.

ON MOTION OF member _____, seconded by member _____ and adopted by a majority vote of duly constituted quorum of the Area 4 Agency on Aging Governing Board on November 14, 2025.

Sup. Sharon Dryden, Chair Date
A4AA Governing Board

Erin Minett, Secretary Date
A4AA Governing Board

ACTION ITEM V. C.

TO: AAA4 GOVERNING BOARD

FROM: Joint Program Evaluation Committee

DATE: November 7, 2025

SUBJECT: Approve First Quarter Year-End JPEC Recommendations

The Joint Program Evaluation Committee (JPEC) met on October 30 to review active compliance concerns as well as performance figures for all AAA4-funded programs for the first quarter of SFY 2025-26.

On the Funded Program Activity Report, there are three items that require Governing Board approval (see pages 3-4, Items A¹, B¹ and D¹).

In accordance with JPEC Policy, if any new information that is salient to this topic should become available, then AAA4 Staff will share it during the November 14 meeting.

ACTION ITEM V. D.

TO: AAA4 GOVERNING BOARD

FROM: Pam Miller

DATE: November 7, 2025

SUBJECT: Award One-Time-Only (OTO) Funds for SFY 2025-26

The California Department of Aging has allocated \$437,110 in One-Time-Only (OTO) funds to AAA4. A portion of those dollars (\$48,616) come earmarked for Health Promotion, Elder Abuse Prevention and Long-Term Care Ombudsman – all direct services of AAA4. The remaining balance is shown in the table below. OTO funds are NOT transferable between Titles, and they must be spent by June 30, 2026.

Funding Source	Dollars Available	Match Requirement
Title III-B Supportive Services	\$199,962	None
Title III-C1 Congregate Meals	\$92,161	None
Title III-C2 Home-Delivered Meals	\$47,686	None
Title III-E Family Caregiver	\$48,685	None
TOTAL	\$388,494	None

AAA4 Staff are requesting Board approval of two items which would be charged to Title III-B. First, the Agency is seeking one-time funding to support the purchase and configuration of a new software system with the capability of securely exchanging client information between Health Care Organizations (HCOs) and Community Based Organizations (CBOs). An award of \$100,000 would be combined with other grant funds to complete this purchase.

Second, the Agency requests \$26,000 to cover half the cost of the 2026 Needs Assessment project, including printing of paper surveys and insertion into 21 local newspapers with a total circulation of 84,000 households. All Agencies on Aging are required to complete a comprehensive survey of the needs of older adults once every 4 years, but no additional administrative funds are made available for that purpose.

If these requests are approved, the remaining OTO dollars would be distributed proportionately based upon their current federal awards as shown on the following pages.

**Suggested One-Time-Only (OTO) Distributions
by Title, Service Category, Funded Partner & County**

III-B TRANSPORTATION		
ACC Senior Services – ACC Rides	Sacramento	\$10,025
Hospitality House of the Foothills	Western Nevada	\$1,353
Seniors First, Inc.	Western Placer	\$2,515
Stanford Settlement	Sacramento	\$3,653
Yuba Sutter Legal Center for Seniors	Yuba	\$748
Yuba Sutter Legal Center for Seniors	Sutter	\$608

III-B LEGAL SERVICES		
LSNC: Mother Lode Office	Nevada	\$922
LSNC: Mother Lode Office	Placer	\$5,172
LSNC: Mother Lode Office	Sierra	\$126
LSNC: Sacramento Office	Sacramento	\$5,834
LSNC: Yolo Office	Yolo	\$1,183
Yuba Sutter Legal Center for Seniors	Yuba	\$1,312
Yuba Sutter Legal Center for Seniors	Sutter	\$1,614

III-B SENIOR INFORMATION & ASSISTANCE		
Community Link – 211 Sacramento	Sacramento	\$4,612
Community Link – 211 Yolo	Yolo	\$2,438
Connecting Point – 211 Nevada	Nevada	\$1,980
Connecting Point – 211 Yuba	Yuba	\$1,149
Connecting Point – Sutter	Sutter	\$901
Seniors First, Inc.	Placer	\$4,689

III-B MISCELLANEOUS		
AAA4: Case Management	Placer, Sacramento, Sutter, Yolo & Yuba	\$12,236
AAA4: Key Connections (Housing)	All Seven Counties	\$4,821
Inc Seniors of Sierra County (Outreach)	Sierra	\$1,668
PIRS: Minor Home Modifications	Placer	\$2,725
Rebuilding Together: Minor Home Mods	Sacramento	\$1,677

Continued on Next Page

Suggested One-Time-Only (OTO) Distributions (continued)
 by Title, Service Category, Funded Partner & County

III-C1 CONGREGATE MEALS (Traditional unless noted otherwise)		
AAA4: Dine Around Town (Non-Traditional)	Yuba	\$359
AAA4: Dine Around Town (Non-Traditional)	Sutter	\$5,649
Gold Country Community Services	Western Nevada	\$2,307
Inc. Senior Citizens of Sierra County	Sierra	\$4,386
Seniors First, Inc. – Meals on Wheels Placer	Western Placer	\$9,338
Meals on Wheels Sacramento	Sacramento	\$44,114
Meals on Wheels Sacramento (Non-Traditional)	Sacramento	\$14,705
Meals on Wheels Yolo	Yolo	\$6,960
Meals on Wheels Yolo (Non-Traditional)	Yolo	\$2,061
Sierra Senior Services	Eastern Nevada	\$2,282

III-C2 HOME-DELIVERED MEALS		
AAA4: Yuba Sutter Meals on Wheels	Yuba	\$2,387
AAA4: Yuba Sutter Meals on Wheels	Sutter	\$2,484
Gold Country Community Services	Western Nevada	\$3,447
Inc. Senior Citizens of Sierra County	Sierra	\$1,017
Seniors First, Inc. – Meals on Wheels Placer	Western Placer	\$5,803
Meals on Wheels Sacramento	Sacramento	\$27,290
Meals on Wheels Yolo	Yolo	\$2,501
Sierra Senior Services	Eastern Nevada	\$1,555
Sierra Senior Services	Eastern Placer	\$1,202

III-E CAREGIVER SERVICES		
AAA4: Caregiver Counseling	All 7 Counties	\$3,160
ACC Senior Services:		
Caregiver Assessment	Sacramento	\$1,963
Caregiver Case Management		\$982
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Placer	\$3,300
Caregiver Case Management		\$434
Caregiver Respite		\$11,282
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Sacramento	\$5,360
Caregiver Case Management		\$2,214
Caregiver Respite		\$16,331
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Yolo	\$1,671
Caregiver Case Management		\$220
Caregiver Respite		\$1,768

This item requires a roll call vote.

ACTION ITEM V. E.

TO: AAA4 GOVERNING BOARD

FROM: Pam Miller

DATE: November 7, 2025

SUBJECT: Approve Timeline for Yuba Sutter Meals on Wheels IFB (Invitation for Bid) for Meal Production

While AAA4 operates the Meals on Wheels program in Yuba and Sutter Counties, Agency Staff do not prepare the food. Instead, this function is performed by sub-contractors; currently, these include a privately-owned restaurant and a catering company. Periodically, these subcontracts are subject to a competitive bidding process. In this case, an Invitation for Bid (IFB) is used because meal vendors are not classified as social service providers. The draft Timeline appears on the following page.

This item requires a simple voice vote. Roll call may be conducted upon request.

ACTION ITEM V. F.

TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD

FROM: Pam Miller

DATE: November 7, 2025

SUBJECT: ADOPT AAA4's SFY 2024-25 ANNUAL REPORT

A Draft copy of the AAA4 SFY 2024-25 Annual Report will be sent under separate cover for advance review. A brief overview will be given during the November meeting. The report summarizes the Agency's activities, success stories, revenues and expenditures.

Suggestions for edits are welcome.

This item requires a roll call vote.

FUNDED PROGRAM ACTIVITY REPORT

SFY 2025-26: First Quarter Performance (July – September) AND Updates on other Matters

Compiled October 27, 2025

Updated October 30, 2025

For most of the Funded Programs, the scope of this report includes events that occurred during the current 4-year contract cycle (July 2025 – June 2029). For Funded Programs operating on the minor contract cycle (i.e., Caregiver Assessment & Case Management in Placer, Sacramento & Yolo; Caregiver Counseling in select counties; Caregiver Respite in Placer, Sacramento & Yolo; and, Health Promotion in select counties) the scope of this report includes events that have occurred since July 1, 2019.

I. **OUTSTANDING ACHIEVEMENT**

Nominations are welcome from Advisory Council and Governing Board members at any time during the fiscal year.

II. **OPEN MATTERS**

All of the Funded Programs that finished SFY 2023-24 Below Range were placed on Collaborative Oversight status. Those that remain are:

- AAA4: Bingocize [All 7 Counties]
- AAA4: Caregiver Counseling (BRICC) [All 7 Counties]

III. **UPDATE on NEW PROVIDERS/PROGRAMS**

In September, staff from the Yolo Adult Day Health Care program notified AAA4 they would not be signing their contract for Title III-B Transportation Services for the current fiscal year because Dignity Health's corporate office decided not to continue the relationship. AAA4 is working directly with Dignity's subcontractor, the Yolo Healthy Aging Alliance (YHAA) to reimburse them for their costs and to resume voucher services via Yolo Bus Special at the standing amount of \$36,000. A Memorandum of Understanding (MOU) between YHAA and AAA4 is pending. Acting in YHAA's place, AAA4 will reimburse the Yolo Transportation District for redeemed vouchers (up to \$10,500). At this time, the remaining \$30,000 of this grant (which was intended be spent by YADHC) is unallocated, pending further discussions with local stakeholders. An award recommendation will be brought to a future Governing Board meeting.

Pending approval of an Area Plan Update for State Fiscal Year 2025-26, AAA4 may be adding a new program to its offering of Title III-D Health Promotion courses. SAIL (Stay Active and Independent for Life) is an evidence-based strength, balance and fitness program for older adults.

IV. IMPACTED SERVICES

The following AAA4-Funded Programs have exceeded their maximum capacity and have either waived a Waiting List or have an active Waiting List:

- AAA4 Dine Around Town:
 - Yuba County: 23 people waiting
 - Sutter County: 0 people waiting
- AAA4 Yuba-Sutter Meals on Wheels:
 - Yuba County: 51 people waiting
 - Sutter County: 38 people waiting
- Del Oro Caregiver Resource Center; Respite Care:
 - Placer County: 247 people waiting
 - Sacramento County: 476 people waiting
 - Yolo County: 43 people waiting
- Gold Country Community Services - HDM (W. Nevada County): 26 people waiting
- Meals on Wheels by ACC (Sacramento County): 198 people waiting
- Meals on Wheels Yolo County: 210 people waiting
- PIRS (Placer County); Minor Home Modifications: 13 people waiting
- Rebuilding Together (Sacramento County); Minor Home Modifications: 6 people
- Seniors First; Transportation: 7 people waiting

IV. QUALITY ASSURANCE

AAA4 Staff are not aware of any quality assurance concerns at this time.

V. COMPLIANCE (Not including Units of Service)

AAA4 Data, Contracts, Fiscal and Program Staff have no compliance concerns at this time.

VI. PERFORMANCE (Units of Service Only)

Initially, the number of service units to be provided during the contract period are set by successful RFP applicants or renegotiated between AAA4 staff and the Funded Partner before a contract is executed. Thereafter, changes to the annual scope of service must be reviewed by JPEC and approved by the Governing Board.

Once the annual scope of service has been established, quarterly benchmarks will be negotiated between AAA4 and Funded Partner Staff. Benchmarks are used by JPEC to determine whether the delivery of services is progressing as anticipated. Benchmarks are used by Funded Programs to account for variations in the service pattern (e.g., less activity in the Winter months). Such variations may or may not be known in advance;

hence benchmarks can be adjusted during the course of the fiscal year so long as the annual scope of service remains the same.

In accordance with AAA4’s Performance Standards Policy, three classifications are used to sort performance levels for individual programs:

125% or More = Above-Range Performance

86% – 124% = Within-Range Performance

85% or Less = Below-Range Performance

Above-Range Performance might indicate a conservative scope of service or better-than-expected efficiencies; it might also indicate cost-cutting measures or a dilution of service quality. Thus, significant above-range performance is not necessarily a sign of positive outcomes.

Conversely, Below-Range Performance might indicate an optimistic scope of service or unexpected losses of efficiency; it might also indicate an investment of resources or an enhancement in service quality. Thus, significant below-range performance does not necessarily suggest an undesirable outcome.

VII. NEXT STEPS

Recommendations made by JPEC on October 30th will be noted below and sent to the Governing Board for action on November 14th. Affected Funded Programs are welcome to attend either or both meetings and will have an opportunity to briefly speak (or have a written statement read on their behalf) prior to votes being cast.

Item	AAA4 Staff Suggestions for JPEC action	JPEC Action
A ¹	<p>From ACTION Item A on the JPEC Agenda, the following Funded Program has requested a change to their annual Scope of Service for the current State Fiscal Year (2025-26):</p> <ul style="list-style-type: none"> • AAA4 Health Promotion (2 years to next RFP) <ul style="list-style-type: none"> ➤ All Programs Switching from Contacts to Sessions, per CDA. ➤ Bingocize seeking to <u>increase</u> annual scope. <p>AAA4 Staff suggest approving these changes.</p>	<p>Adopt Staff Suggestion Mikal; Flanagan (5 – 0)</p>
B ¹	<p>As noted in Section II above, two (2) Funded Programs are currently on Collaborative Oversight status. AAA4 Staff suggest the following:</p> <ul style="list-style-type: none"> • Keep Collaborative Oversight in Effect for AAA4 Bingocize • Keep Collaborative Oversight in Effect for AAA4 Caregiver Counseling 	<p>Adopt Staff Suggestion Flanagan; Klotz (5 – 0)</p>

Continued on next page

Item	AAA4 Staff Suggestions for JPEC action	JPEC Action
C ¹	As noted in Section III above, the Transportation program is in a state of transition in Yolo County; updates will be provided until a long-term solution is in place. AAA4 Staff suggest no action at this time.	No Action Taken
D ¹	<p>This item (and those that follow) pertains to the First Quarter Performance Chart. AAA4 Staff wish to discuss all Below Range instances (i.e., where the “% of Goal Q1” column is below 86%). On the Chart, these row numbers are highlighted in yellow. These items were discussed and acted upon one-by-one. AAA4 Staff suggest:</p> <ul style="list-style-type: none"> • Place AAA4 Case Management on Collaborative Oversight Status in Yuba & Sutter (rows 8 & 10) due to significant Below Range performance in Q1 • Place LSNC: Mother Lode Office on Collaborative Oversight Status in Nevada (row 40) due to Below Range performance in Q1 coupled with closure of local satellite office • Place MOW Yolo: Non-Traditional Congregate Meals (row 49) on Collaborative Oversight Status due to significant Below Range performance in Q1 	Individual Votes were taken on each item (7 – 0)
E ¹	As for the balance of Performance Chart items from row #1 through row #62, these programs have demonstrated typical performance or above-range performance. AAA4 Staff suggest no action be taken at this time.	No Action Taken
F ¹	FOR YOUR INFORMATION ONLY, rows (#401-404) show data for the ADRCs (Aging & Disability Resource Connections) that are administered by AAA4. Performance goals are approved and monitored by the California Department of Aging; therefore, JPEC monitoring would be duplicative.	
G ¹	FOR YOUR INFORMATION ONLY, rows (#501-507) show data for AAA4’s CalFresh Healthy Living Program (aka SNAP-Ed). Performance goals are approved and monitored by the California Department of Aging; therefore, JPEC monitoring would be duplicative.	
H ¹	FOR YOUR INFORMATION ONLY, rows (#601-602) show data for AAA4’s MIPPA Program (Medicare Improvements for Patients & Providers Act). Performance goals are approved and monitored by the California Department of Aging; therefore, JPEC monitoring would be duplicative.	

Item	AAA4 Staff Suggestions for JPEC action	JPEC Action
I ¹	FOR YOUR INFORMATION ONLY, rows (#701-704) show data for AAA4's Elder Abuse Prevention program, and rows (#801-803) show data for AAA4's LTC Ombudsman program. Performance goals for both are established and monitored by the State Ombudsman's Office; therefore, JPEC monitoring would be duplicative.	
J ¹	FOR YOUR INFORMATION ONLY, rows (#901-909) show data for LSNC's nine-county HICAP Program. Performance goals are established and monitored by ACL and the California Department of Aging; therefore, JPEC monitoring would be duplicative.	
K ¹	JPEC will meet to review Mid-Year Performance for SFY 2025-26. The tentative date is Thursday, February 5, 2026.	

October 30, 2025 Meeting Notes:

Committee Members present: William Reed (Chair), Annie Mikal-Heine (Vice Chair), Carl Burton, Karen Flanagan, Sup. Lila Heuer & Leesa Klotz

A4 Staff Present: Will Tift (Committee Liaison), German Ayon, Julie Bates, Janell Coskun, Rebecca Hensley, Anson Houghton, Yvonne Pacheco-Vong, Diane Swanson, Alyssa Valenzuela, Nancy Vasquez, Sandra Woolf & Clayton Wyatt

Programs Represented: AAA4 Direct Services (Caregiver Counseling, Case Management, Dine Around Town, Health Promotion, Housing, Elder Abuse Prevention, Mature Edge, LTC Ombudsman, Yolo Transportation & Yuba-Sutter MOW), Connecting Point (211 Nevada/Yuba and Senior I&A Sutter), Del Oro Caregiver Resource Center, MOW Sacramento and Sierra Senior Services

DISCUSSION ITEM VI. A.

TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD

FROM: Pam Miller

DATE: November 7, 2025

SUBJECT: An Update on AAA4's Long-Term Care Ombudsman Program

The primary responsibility of the Long-Term Care Ombudsman program is to investigate and endeavor to resolve complaints made by, or on behalf of, individual residents in long-term care facilities. These facilities include nursing homes, residential care facilities for the elderly, and assisted living facilities.

Kim Johnson, AAA4's LTCOP Manager will provide an update.

PRESENTATION ITEM VI. C.

TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD

FROM: Pam Miller

DATE: November 6, 2025

SUBJECT: An Introduction to AAA4's In-House Budget

AAA4 Fiscal Administrator Kellie Bruton will provide an overview of the Agency's in-house budget. Major revenue sources, in alphabetical order, include administrative and programmatic dollars for: ADRCs (Aging & Disability Resource Connections), direct service Older Americans Act programs, CalAIM: PATH/CITED (California Advancing & Innovating MediCal: Providing Access & Transforming Health / Capacity & Infrastructure Transition, Expansion and Development), CalFresh Healthy Living, MIPPA (Medicare Improvements for Patients & Providers Act), OCAM (Older Californians Act Modernization), PEARLS (Program to Encourage Active, Rewarding Lives) and Veterans Directed Care.

AAA4's annual expenditures will be presented in the following major categories: contractual services (e.g., ADRC partners, PEARLS partners & Yuba Sutter Meals), operating costs (e.g., rent) and salaries & benefits.