

MEETING NOTICE

DATE: July 13, 2018**TIME:** 10 a.m. to 12 noon

PLACE: **Sacramento County**
 Agency on Aging\Area 4
 1401 El Camino Avenue, 4th Floor
 Sacramento, CA 95815

**AGENDA****I. CALL TO ORDER/ROLL CALL****II. PLEDGE OF ALLEGIANCE****III. COMMENTS FROM THE PUBLIC:**

The Governing Board 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 CALENDAR:

Consent items are expected to be routine and noncontroversial. The Governing Board will act upon them at one time without discussion unless any Board member, staff member or member of the public requests that an item be removed from the consent calendar for discussion.

- A. Adoption of 7/13/2018 Agenda
- B. Approve 4/19/18 Minutes
- C. Approve 6/01/18 Minutes

V. CORRESPONDENCE**VI. ACTION ITEMS**

- A. Approve Amendments to the 2018-19 Area Plan Update
- B. Approve Resolution # 256 to Receive SNAP-Ed Funds for SFY 2018-19
- C. Approve Resolution # 257 to Receive HICAP Funds for SFY 2018-19

VII. PRESENTATION\DISCUSSION

- A. CDA Monitoring Visit
- B. Sierra County Senior I & A

VIII. REPORTS

- A. Executive Committee
- B. Audit/Finance Committee
- C. Legislative Committee
- D. Area Plan Committee
- E. Advisory Council
- F. Executive Director

IX. ANNOUNCEMENTS/FUTURE AGENDA ITEMS**X. ADJOURNMENT****Committee Meetings**

Executive Committee	9:00 a.m. – 9:30 a.m.
Audit/Finance Committee	9:30 a.m. – 10:00 a.m.

Please visit www.agencyonaging4.org for additional information.

AAA4 GOVERNING BOARD

(916) 486-1876

MEETING NOTICE

Board members' enclosures:

1. Consent Items:
 - A. Agenda – 7/13/2018
 - B. Minutes – 4/19/2018
 - C. Minutes – 6/01/2018
2. Correspondence
None
3. Action Items:
 - A. Approve Amendments to the 2018-19 Area Plan Update
 - B. Approve Resolution # 256 to Receive SNAP-Ed Funds for SFY 2018-19
 - C. Approve Resolution # 257 to Receive HICAP Funds for SFY 2018-19
4. Map

If you need a disability-related reasonable accommodation to participate in this meeting, please contact Cindy Reigert at (916) 486-1876, or creigert@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.

AGENCY ON AGING \ AREA 4
JOINT ADVISORY COUNCIL / GOVERNING BOARD
Meeting Minutes

Date: April 19, 2018

Location: Sacramento County, Agency on Aging \ Area 4

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

Governing Board Chair Eldon Luce called the joint meeting of the *Agency on Aging \ Area 4* (AAA4) Advisory Council and Governing Board to order at 10:13 a.m. and welcomed members and guests to the meeting.

Following the Pledge of Allegiance, Advisory Council Secretary, Gayle Diamond called roll. There was a quorum. Governing Board Secretary-Clerk, Andy Burton called roll. There was a quorum.

County	GB Members Present – 14	Absent – 1
Nevada	A.Burton, Supv. Hall	
Placer	E.Luce	K.Gustafson (E)
Sacramento	F.Bhe, C. Burton, M. Milner Krugman, Supv. Notolli, M. Sawamura	Supv. Serna (E),
Sierra		Supv. Schlefstein (A)
Sutter	B.Bowen, Supv. Conant	T. Beebe (E)
Yolo	Dr.Allen, N.Pennebaker	Supv. Provenza (E)
Yuba	Supv. Leahy, C.Parent	Supv. Lofton (E)

County	AC Members Present – 16	Absent – 3
Nevada		T.Giuliani (A), N.Sauer (E)
Placer	G.Plasencia	B.Eagleton (E), J.Williams (E), D. Wiltsee (E)
Sacramento	M.Rose, L.Young	D.Pevny (E)
Sierra		
Sutter	T.Thomas	E. Ramos (A)
Yolo	S.Brunner, C.Dorsey, W.Pearce, L. Bourne	Moore (A), E.Yeh (E)
Yuba	G.Diamond, S.Gee	

AAA4 Staff Present: Pam Miller, Will Tift, Laura Imbach-Mills, Mike Selland, Nancy Vasquez, Maggie Borowiak, Teja Payne, Yvonne Pacheco and Cindy Reigert.

Guests Present: David Morikawa, *Meals on Wheels* by ACC

II. PLEDGE OF ALLEGIANCE – Led by Gloria Plasencia

III. COMMENTS FROM THE PUBLIC

Eldon Luce invited comments from the public on any agenda item as it is addressed. He explained that in the interest of time, comments will be limited to five minutes for individuals and fifteen minutes for group presentations. Comments regarding non-agenda items may be made following the business portion of the meeting.

IV. CONSENT CALENDAR

A. Agenda

B. Minutes (AC 3/22/18 / GB 3/09/18)

Gloria Plasencia asked for a motion to approve the Consent Calendar including the agenda and minutes of 3/22/18.

A motion was moved/seconded, Meghan Rose/Lydia Bourne, to approve the consent calendar items, including the agenda 4/19/18 as printed. A motion was moved/seconded, Seth Brunner/Meghan Rose, to adopt the minutes (3/22/18). Motion passed by consent.

Eldon Luce asked for a motion to approve the Consent Calendar including the agenda and minutes of 3/09/18.

A motion was moved/seconded, Carl Burton/Dr. Sheila Allen, to approve the consent calendar items including the agenda (4/19/18). A motion was moved/seconded, Chris Parent/Miko Sawamura, to adopt the minutes 3/09/18 as printed. Motion passed by consent.

V. CORRESPONDENCE

None.

VI. ACTION ITEMS

A. Approve the 2018-19 Area Plan Update (Advisory Council/Governing Board)

We are currently in the 2016-2020 CDA planning cycle with the creation of a multi-year Area Plan. This Plan is updated annually. A Public Hearing was held on February 9th in conjunction with an Area Plan Committee (APC) meeting to introduce proposed changes. The APC voted to approve the 2018-19 Area Plan Update. Please refer to April's Board materials for details regarding the most salient changes regarding Sections 9, 10 and 18 of the Area Plan Update.

Following Advisory Council approval, a motion was moved/seconded, Maxine Milner-Krugman/Becky Bowen, to accept the Area Plan Update for 2018-19. Motion passed by Consent. (Yes = 14, No = 0)

B. Approve JPEC Recommendations (Part 2 of 2) Funded Partner Activity Report/Mid-Year Performance.

The Joint Program Evaluation Committee (JPEC) met on April 5, 2018 to address current compliance issues, and to review mid-year performance for all AAA4 funded programs for SFY 2017-18 (July 1 through December 31).

There were ten recommendations for Board action, detailed in the final pages of the Funded Partner Activity Report (please refer to March's Board materials). The twenty-one items that were tabled were presented to the Board for action at the April meeting.

A motion was moved/seconded, Carl Burton/Supervisor Leahy, to approve the JPEC recommendations regarding Funded Partner Activity Report and Mid-Year Performance. Motion passed by consent. (Y = 14, No = 0)

C. Approve Policy for Recognizing Outstanding Achievement

The Governing Board adopted the Joint Program Evaluation Committee Policy in 2014 which established new guidelines for JPEC with regards to recognizing outstanding achievement by A4AA-funded service providers. On February 22nd, 2018, JPEC voted unanimously to incorporate language into the standing policy document citing, “Funded Partners that have made extraordinary efforts to successfully advance AAA4s overarching mission deserve special recognition and gratitude.” These awards of recognition are available in a variety of broad categories.

Following Advisory Council approval, a motion was moved/seconded, Carl Burton/Becky Bowen, to approve the Policy for Recognizing Outstanding Achievement. Motion passed by consent. (Yes = 14, No = 0)

D. Approve HICAP Memorandum of Understanding (MOU)

HICAP is a statewide program that utilizes highly trained volunteers to provide free, confidential counseling and community education on Medicare (Parts A, B, C & D), and subjects related to Medicare, including private health insurance plans and Long Term Care insurance. The MOU was first approved by Sacramento County Counsel and subsequently approved by legal counsel for El Dorado and San Joaquin counties to adoption by their agencies on aging.

This item required a roll call vote. A motion was moved/seconded, Carl Burton/Supervisory Leahy, to approve the HICAP Memorandum of Understanding (MOU). Motion passed by consent. (Yes = 14, No = 0)

VII. REPORTS

A. Executive Committee

Report Provided by Eldon Luce

B. Audit/Finance Committee

Report Provided by Mike Selland.

C. Legislative Committee

Report Provided by Pam Miller.

D. Governing Board

Report Provided by Cindy Reigert

E. Executive Director

Report Provided by Pam Miller.

VIII. ANNOUNCEMENTS/FUTURE AGENDA ITEMS

None.

IX. ADJOURNMENT

With no further business, a motion was moved/seconded, Chris Parent/Becky Bowen, to adjourn the Joint Advisory Council and Governing Board meeting at 11:35 a.m.

IF YOU WOULD LIKE TO SCHEDULE A TIME TO LISTEN TO THE FULL AUDIO OR TO REQUEST MATERIALS FROM THIS MEETING, PLEASE CONTACT CINDY REIGERT
(916) 486-1876 OR CREIGERT@AGENCYONAGING4.ORG.

GOVERNING BOARD

Special Meeting Minutes

Date: June 1, 2018

Location: Sacramento County, Agency on Aging\Area 4
Yuba County Water Agency (via Teleconference)

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

Eldon Luce, Chair, called the regular meeting of the *Agency on Aging \ Area 4 (AAA4)* Governing Board to order at 10:08 a.m. and welcomed members and guests to the meeting. Secretary, Andy Burton called the roll. There was a quorum.

County	GB Members Present – 12	Absent – 1
Nevada	A. Burton	Supv. Hall (E), Supv. Anderson (E)
Placer	K. Gustafson, E. Luce	Supv. Holmes (E)
Sacramento	C. Burton, Milner-Krugman, Supv. Notolli, M. Sawamura	F.Bhe (E), Supv. Kennedy (E), S. Peters (E), Supv. Serna (E)
Sierra		Supv. Schlefstein (A)
Sutter	B. Bowen (via teleconference), Supv. Conant (via teleconference)	T. Beebe (E)
Yolo	N. Pennebaker	Dr. Allen (E), Supv. Provenza (E)
Yuba	Supv. Lofton (via teleconference), C. Parent	Supv. Leahy (E)

AAA4 Staff Present: Will Tift, Jodi Mesa

Guests Present: Amy Roberts, Sacramento Metro Air Quality

II. PLEDGE OF ALLEGIANCE

III. COMMENTS FROM THE PUBLIC

The Governing Board 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 CALENDAR

Consent items are expected to be routine and noncontroversial. The Governing Board will act upon them at one time without discussion unless any Board member, staff member or member of the public requests that an item be removed from the consent calendar for discussion.

A. Adoption of 6/01/2018 Agenda

The agenda was approved as printed.

A motion was moved/seconded, Carl Burton/Nancy Pennebaker to approve the consent calendar items, including the agenda (6/01/2018). Motion passed by consent.

V. CORRESPONDENCE

None.

VI. ACTION ITEMS

A. Approve Resolution #254 to Receive Area Plan Funds for SFY 2018-19

Resolution #254 authorizes the Executive Director to execute agreement #AP-1819-04 with the California Department of Aging to administer Area Plan Funds for State Fiscal Year 2018-19. Furthermore, the Resolution authorizes the Executive Director to execute all future amendments to that agreement. The Area Plan Contract is approximately \$8,465,141.

A motion was moved/seconded, Miko Sawamura/Supv. Don Nottoli, to accept the Area Plan Funds for SFY 2018-19. Motion passed by consent. (Yes = 12, No = 0)

B. Approve Resolution #255 re: Continued Audits via Gilbert & Associates, Inc. The Joint Resolution #255 authorizes the Executive Director to execute an audit engagement letter with Gilbert Associates to conduct the annual audit, with required accompanying notes and schedules, and prepare and file tax returns for the fiscal year ending June 30, 2018, for approximately \$25,200.00, and for the fiscal year ending June 30, 2019, for approximately \$25,750.00.

A motion was moved/seconded, Miko Sawamura/Maxine Milner-Krugman, to approve the continued audits, and tax preparations and filings via Gilbert & Associates for state fiscal years 2018 – 19. Motion passed by consent. (Yes = 12, No = 0)

VII. REPORTS

None

IX. ANNOUNCEMENTS/FUTURE AGENDA ITEMS

None.

X. ADJOURNMENT

With no further business, a motion was moved/seconded, Maxine Milner-Krugman/Nancy Pennebaker to adjourn the meeting at 10:18 a.m.

IF YOU WOULD LIKE TO SCHEDULE A TIME TO LISTEN TO THE FULL AUDIO OR REQUEST MATERIALS FROM THIS MEETING, PLEASE CONTACT Cindy Reigert at (916) 486-1876 OR creigert@agencyonaging4.org.

ACTION ITEM VI.A.

TO: A4AA GOVERNING BOARD

FROM: Pam Miller

DATE: June 29, 2018

SUBJECT: Approve Amendments to the 2018-19 Area Plan Update

Background

Any significant changes that occur during the fiscal year are to be reflected in the Area Plan and submitted to CDA as Amendments.

On May 24th the Area Plan Committee voted to approve the proposed Amendments to the 2018-19 Area Plan Update. On June 21st a Public Hearing was held in conjunction with the Advisory Council; however, no members from the public were present. Subsequently, the Council voted unanimously to approve said Amendments.

The proposed changes are highlighted in **yellow**; additional elements that may not be in final form are highlighted in **pink**. The most salient changes are:

- Section 9: Narrative Goals and Objectives:
 - A temporary discontinuation of Title III-B Personal Care as a contracted service in Placer County (p. 42)
 - A new, Program Development objective to explore the use of Title III-B in-home care services as a wraparound to Home-Delivered Meals in Western Placer County (p. 45)
 - Corrections/Updates to select Focal Points in Sacramento County (p. 47)
- Section 10: Service Unit Plan Objectives:
 - Item 1. Personal Care; number of units decreased to reflect temporary discontinuation of contracted services in Placer County [units for Program Development are not to be reported in this Section] (p. 71)
 - Grandparent Support Services; per CDA, number of units converted from total support group hours to total hours received by support group participants (p. 89)
- Section 11: Focal Points; Corrections/Updates (p. 94)
- Section 13: Priority Services

- In-Home Services; percentage of funds decreased to reflect temporary discontinuation of contracted services in Placer County [units for Program Development are not to be reported in this Section] (p. 98)
- Section 21: Updated Organization Chart (p. 120)

This item requires a roll call vote.

ACTION ITEM VI.B.

TO: AAA4 GOVERNING BOARD
FROM: Pam Miller
DATE: July 13, 2018
SUBJECT: Approve Resolution # 256 to Receive SNAP-Ed Funds for SFY 2018-19

Resolution # 256 authorizes the Executive Director to execute agreement # SP-1819-04 with the California Department of Aging to administer SNAP-Ed (Supplemental Nutrition Assistance Program Education) Funds for State Fiscal Year 2018-19. Furthermore, the Resolution authorizes the Executive Director to execute all future amendments to that agreement.

The SNAP-Ed Contract is approximately \$128,132

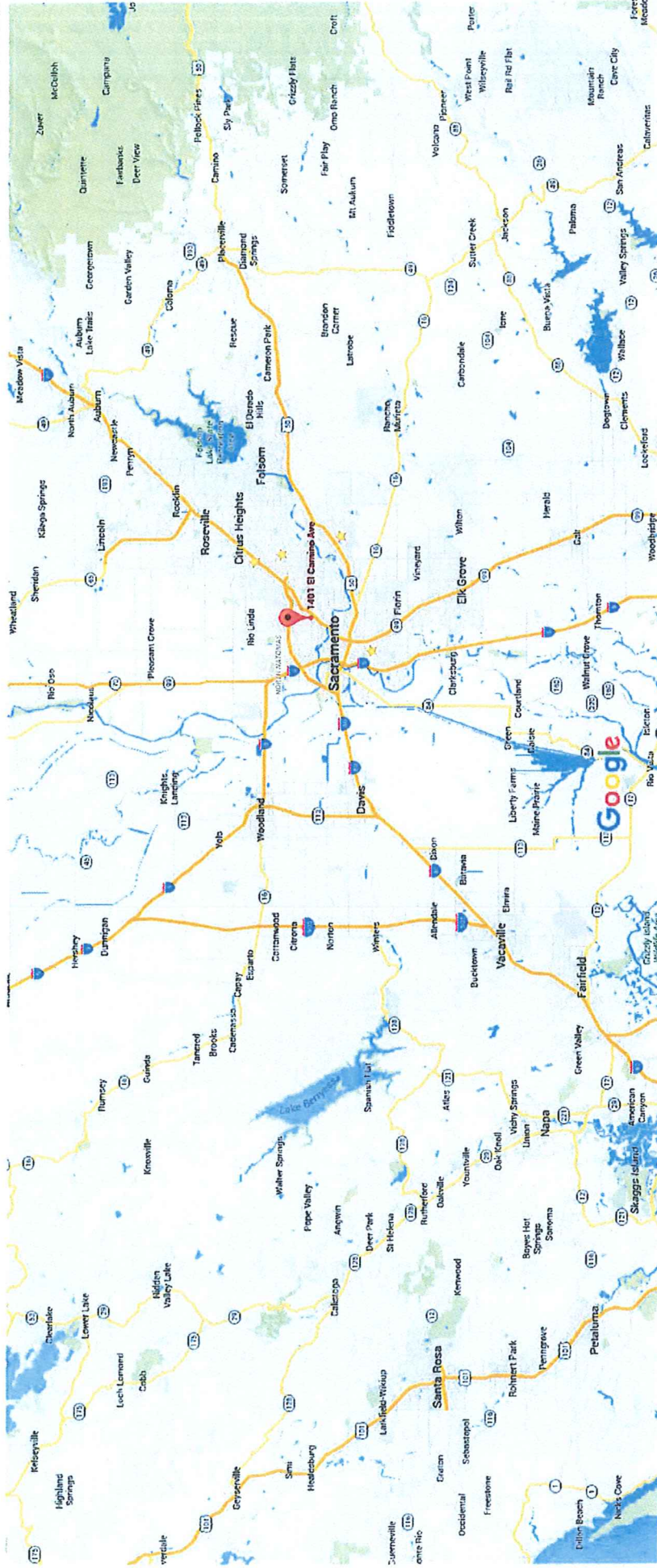
ACTION ITEM VI.C.

TO: AAA4 GOVERNING BOARD
FROM: Pam Miller
DATE: July 13, 2018
SUBJECT: Approve Resolution # 257 to Receive HICAP Funds for SFY 2018-19

Resolution # 257 authorizes the Executive Director to execute agreement # HI-1819-04 with the California Department of Aging to administer HICAP (Health Insurance Counseling and Advocacy Program) Funds for State Fiscal Year 2018-19. Furthermore, the Resolution authorizes the Executive Director to execute all future amendments to that agreement.

The HICAP Contract is approximately \$637,534

Agency on Aging \ Area 4
1401 El Camino Avenue, 4th Floor
Sacramento, CA 95815



CA-70 South toward Sacramento. Turn slightly right onto CA-99 South. Merge onto CA-99 S/I-5 South. Exit onto Garden Hwy. Continue to Arden Garden Connector to continue onto Arden Way. Turn left onto Evergreen Street. Turn right at the 3rd cross street onto El Camino Avenue. Turn left onto Van Ness Street.

I-5 South (or I-5 North) toward Sacramento. Exit onto Garden Hwy. Continue to Arden Garden Connector to continue onto Arden Way. Turn left onto Evergreen Street. Turn right at the 3rd cross street onto El Camino Avenue. Turn left onto Van Ness Street.

