Agency on Aging \ Area 4

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

DATE: **Friday, November 13, 2026**

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. *If Needed* – AB2449 "Just Cause" Provision (Governing Board)

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 9/17/26
3. Adopt Meeting Schedule for 2027

B. Governing Board

1. Roll Call
2. Adopt the Agenda and Approve the Minutes from 10/9/26
3. Adopt Meeting Schedule for 2027

IV. CORRESPONDENCE

A. State Approval of 2026-27 Area Plan Update

V. ACTION ITEMS

A. Approve In House Budget for SFY 2026-27 (Governing Board)
B. Adopt Slate of Officers for Calendar Year 2027 (Governing Board)
C. Elect New Chair to Complete Calendar Year 2026 (Advisory Council)
D. Elect Members to Serve on the Nominating Committee (Advisory Council)
E. Adopt Annual Report for SFY 2025-26 (Advisory Council & Governing Board)
F. Approve One-Time-Only Expenditures (Governing Board)
G. Accept AAA4 Financial Statements (Governing Board)

VI. DISCUSSION

A. Reflecting on SFY 2025-26: Details by County [if time permits]

VII. REPORTS

A. Advisory Council
   1. Executive Committee
B. Governing Board
   1. Executive Committee
   2. Audit/Finance Committee
C. Acting Executive Director

VIII. ANNOUNCEMENTS

IX. ADJOURN (ADVISORY COUNCIL)

X. CLOSED SESSION (Governing Board – Scheduled to Begin at12:00 Noon)

A. To Discuss Personnel Matters

XI. ADJOURN (GOVERNING BOARD)

Items to be sent under separate cover:

Action Item A: In House Budget for SFY 2026-27

Action Item E: Annual Report for SFY 2025-26

Action Item G: AAA4 Financial Statements

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
11/13/26, 9:00 a.m. – 9:45 a.m.

EXECUTIVE COMMITTEES (Advisory Council & Governing Board)
11/13/26, 9:45am – 10:00am

AGENCY ON AGING AREA 4
Advisory Council

Date: September 17, 2026
Location: **Sacramento County**

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

Karen Flanagan called the meeting to order at 10:07 a.m. and Tanna Thomas lead the Council in the Pledge of Allegiance. Karen asked new member, Ramon Altamirano, to share a little about himself.

Advisory Council Attendance

County	*Members Present - 14*	*Excused = 9; Absent =*
Nevada	A. Mikal-Heine, P. Rasada* H. Wingo	A. Kelly Carpenter (E)
Placer	K. Flanagan	S. Klabunde (E)
Sacramento	S. McBride; A. Zonderman; M. Jacobs	Dr. C. Koss (E), Dr. T. Abah (A)
Sierra		W. Church-Bergstrom(E), S. Smith (A)
Sutter	T. Thomas	P. Epley (E), J. Boyer (E)
Yolo	J. Bohon, R. Altamirano*	I, Bodeanu (E)
Yuba	Y. Jacobs*	
At Large	R. Saenz, P. Nelson, H. Linder* (11:00 AM)	M. Moreno (E), Dr. L. Tate (E)

**Teleconferencing according to SB 707 remote participation policy.*

On-site AAA4 Staff
Will Tift, Sara Martinez, Jennifer Hassouna, Diane Swanson

AAA4 Staff via Zoom
Dr. Julie Bates, Dagne Buck, Rebecca Hensley, Anson Houghton, Julie Beckner, Nancy Vasquez, Nael Numair, Ben Scalero

On-site Guests
None.

Guests via Zoom
Mark Diel, *unknown affiliation*; Michelle Nevins, *Del Oro Caregiver Resource Center*; Tink Miller, *Placer Independent Resource Services (PIRS)*

II. PUBLIC COMMENT

None.

III CONSENT CALENDAR

A. Motion: Adopt the Agenda, B. Approve the Minutes from the July 16, 2026 meeting, and C. Approve Updated Committee Roster

Motion	Second	Passed
Ann Zonderman	Rita Saenz	Y= 13; N= 0; Abstain= 0

IV. CORRESPONDENCE

None.

V. ACTION ITEM

A. Adopt Changes to the Advisory Council Bylaws

Sara Martinez explained that the bylaws were made available on the website for everyone to review. The revisions are generally straightforward and will become effective immediately. Some key changes were highlighted:

The term years for the Advisory Council were changed from the state fiscal year to calendar years, aligning them with the Governing Board's terms.

Previously seats in areas without County Commission on Aging would remain vacant. The revised language allows those seats to be optionally filled by Board of Supervisors until a County Commission on Aging is established.

The bylaws were updated to refer generally to meetings being conducted in accordance with applicable state law rather than specifically referencing the Brown Act's prior requirements. This is intended to make the bylaws easier to maintain as state law changes.

Motion	Second	Passed
Tanna Thomas	Ann Zonderman	Y= 14; N= 0; Abstain= 0

VI. DISCUSSIONS/PRESENTATIONS

A. AAA4's Fall Prevention Efforts

- Janet Yosgott-Johnson presented an overview of the Agency's fall prevention efforts in advance of Fall Prevention Awareness Week. The presentation emphasized that fall prevention is an ongoing part of the Agency's health promotion work and includes education, exercise, home safety, caregiver resources, and community outreach.
- Janet highlighted several free evidence-based programs, including A Matter of Balance, Binzocize, Stay Active and Independent for Life (SAIL), and the Diabetic Empowerment Program. The Agency also offers Live Strong and Safe, an online fall prevention program covering fall risks, home and environmental safety, personal safety, nutrition, medications, vision and hearing, and exercises.
- Key points of the presentation include:
    - Falls are a significant health and safety concern for adults aged 65 and older.
    - Fall prevention involves maintaining strength and balance, addressing environmental hazards, managing medications, maintaining vision and hearing, and making homes safer.
    - The Agency provides programs both in person and online at no cost to the consumer.
    - The Agency uses its website, newsletter, social media, and community partnerships to expand awareness and access.

    - The Agency's newsletter reaches approximately 1,600 individuals.
    - The Agency partners with regional fall prevention organizations and encourages additional community collaboration.
    - GetSetUp provides older adults with hundreds of free online classes covering exercise, nutrition, technology, caregiving, mindfulness, fraud prevention, creative arts, and many other topics.
- The national fall prevention statistics indicates that approximately one in four adults age 65 and older will experience a fall annually and approximately one in five people who fall will experience an injury such as a broken bone or head injury.
- Council members expressed appreciation for the presentation and the quality of the Agency's newsletter, social media outreach, and educational materials. There was a great deal of enthusiasm and discussion about the availability of free online prevention and wellness resources.
- Janet provided flyers to the Advisory Council members and welcomed assistance in expanding community awareness of the available programs.
- Karen Flanagan offered to distribute materials at the Yuba City Senior Resource Fair on November 5, 2026.
- Overall, everyone was grateful for the presentation and excited to share with their communities.

B. What's Holding Us Back: The Financial and Regulatory Barriers Blocking Supportive Housing
- Harrison Linder gave a detailed discussion of California's growing affordable housing crisis for older adults, emphasizing that increased housing costs, homelessness, limited assisted living options, and direct care workforce shortages are creating significant challenges.
- Some key points:
    - Growing need: Approximately 3.2 million older adults in California are cost-burdened with housing, spending at least 30% of their income on housing.
    - Insufficient housing: Affordable housing production is not keeping pace with demand, contributing to rising homelessness among older adults.
    - Funding challenges: Existing programs, particularly the Low-Income Housing Tax Credit (LIHTC) program, often fail to provide sufficiently affordable housing for people with very low income.
    - Limited care options: Affordable assisted living is difficult to access, and workforce shortages complicate the service delivery.
    - Potential solutions: Expand federal funding, increase housing density, repurpose vacant commercial properties, explore ADUs and shared housing, and strengthen affordability requirements.
    - Preventing homelessness: Identify at-risk older adults early, connect them with benefits and services, and help stabilize their housing before a crisis occurs.
- Addressing older adult housing insecurity requires greater public investment, more deeply affordable housing, stronger coordination between housing and aging services, and a greater emphasis on homelessness prevention.
- For the Agency, the most immediate opportunity highlighted in the discussion is to help older adults remain safely housed before a crisis occurs, while continuing to pursue partnerships, innovative housing approaches such as Key Connections, and focus on broader policy changes.

C. An Update on the Executive Director Transition

- Dr. Julie Bates gave updates on WBPCs search for a new Executive Director.
- The desired candidate would have experience in both nonprofit leadership and a strong understanding of aging adult services, and the needs of vulnerable populations.
- Dr. Julie reported that there were 104 applicants who applied for the Executive Director position with 22 candidates considered qualified, including 3 extremely well-qualified candidates.
- The Board Search Committee is scheduled to review candidates on September 23, 2026.
- Initial interviews are expected to begin in early October, with select Advisory Council members participating in second-round interviews.
- The goal is to hire a new Executive Director by Thanksgiving.

VII. REPORTS

Executive Committee

- Melissa Jacobs discussed her "What's your Why?" by sharing that she is a social worker by education and training and has worked in the nonprofit public sector for over 35 (thirty-five) years. She is currently the Deputy Director for Senior and Adult Services in Sacramento County which includes Adult Protective Services, In-Home Supported Services, and the Public Administrator Guardian Conservator's Office.
  Melissa stressed how important it is to talk about aging in ways that are not stigmatizing since ageism is the most socially acceptable "isms" that we still have. She appreciates the graphics used by AAA4 showing aging as engaging and joyful.
  Melissa emphasized that everything about aging impacts all of us so it's what you do and how you live that is important. Melissa has an aging mother and supports the caregiving of her mother-in-law.
- Karen Flannagan announced that Dr. Koss has become very busy so is stepping down as the Chair for the reminder of the 2026 calendar year. Will asked if anyone is willing and able to serve to please let him know. Will also said that at the next meeting we will be asking for volunteers to be part of the Nominating Committee which will select the slate of officers for 2027. Ann Zonderman volunteered to be part of the Nominating Committee.

Governing Board

- Diane Swanson stated that the Governing Board meeting for September was cancelled and the next meeting will be on October 9th in Sacramento.

Bylaws Committee

- Sara Martinez thanked everyone for adopting changes to the new Bylaws at today's meeting.

Joint Program Evaluation Committee (JPEC)

- Will said JPEC met recently and the only action taken was to put our Case Management on collaborative oversight for Sacramento.
- The committee will meet again on October 1, 2026.

HICAP Coordinating Committee

- Rebecca Hensley said that the committee met on August 21, 2026 in Lodi with representatives from El Dorado and San Joaquin County AAAs, HICAP staff and Advisory Council member Dr. Koss.
- Following HICAP modernization meetings at the state level involving Program Director John Tan, the state is providing additional funding to support the hiring of a HICAP

counselor. This funding will help address the challenges of operating the program with highly trained volunteers.

- HICAP has onboarded 6 (six) new volunteers in the past 6 (six) months and 4 (four) additional volunteers are currently undergoing training.
- There are currently approximately 50 (fifty) counselors. The additional funding is expected to support hiring 1 (one) additional counselor.
- The next meeting will be held in January.

Acting Executive Director

- Will announced that Brymar, a Bay Area auditing firm with experience supporting nonprofits in high-risk situations, has been hired to help complete the overdue audits. They will begin with the 2021-2022 audit and then help to bring the Agency current.
- The next webinar regarding SB 1249 will be held in October. An announcement will be sent out with the details.

VIII. ANNOUNCEMENTS

The next Advisory Council meeting will be held on October 15, 2026 in Sutter County.

Karen Flanagan gave details of 3 (three) resource fairs happening in Placer County.

Tanna Thomas announced that the Senior Resource Fair will be held on November 5, 2026 at the Senior Center in Yuba City in Sutter County. There will be over 80 (eighty) vendors and all are welcome.

Annie Mikal-Heine announced that the Nevada County Health Fair will be held on October 14, 2026.

IX. ADJOURN

Karen Flanagan adjourned the meeting at 12:04 p.m.

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

Recordings are on file for one (1) year.

AGENCY ON AGING AREA 4

2027 ADVISORY COUNCIL MEETING SCHEDULE

Date	Time	Activity	Location
1/21/27	10:00 a.m.	**Business Meeting** Chair appoints Committee Members	Sacramento
2/18/27	10:00 a.m.	**Business Meeting**	Sutter
3/18/27	10:00 a.m.	**Business Meeting**	Sacramento
**4/9/2027	10:00 a.m.	**JOINT Meeting with the Governing Board** ****This meeting meets on a Friday** Approve Area Plan Update	Sacramento
5/20/27	10:00 a.m.	**Business Meeting** Older Americans Month	Yolo
6/17/27	10:00 a.m.	**Business Meeting**	Sacramento
7/15/27	10:00 a.m.	**Business Meeting**	Placer
8/19/27	10:00 a.m.	**Business Meeting** Nominate Members for the Nominating Committee	Sacramento
9/16/27	10:00 a.m.	**Business Meeting** Elect Members for the Nominating Committee	Nevada
10/21/27	10:00 a.m.	**Business Meeting** Adopt the Slate of Officers for 2028	Yuba
**11/12/2027	10:00 a.m.	**JOINT Meeting with the Governing Board** ****This meeting meets on a Friday** Election of Officers for 2028 Family Caregiver Month	Sacramento
12/16/27	10:00 a.m.	**Business Meeting** Installation of Officers for 2028	Sacramento

AGENCY ON AGING AREA 4
Governing Board Minutes

Date: October 9, 2026
Location: **Sacramento County**

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

The First Vice Chair, Tonya Beebe, called the meeting to order at 10:02 a.m., welcoming guests and members. The pledge of allegiance was led by William Reed.

GOVERNING BOARD ATTENDANCE

County	Members Present – 10	Excused = 3 Absent = 4
Nevada		Supv. L. Swarthout (E)
Placer	Supv. S. Jones, W. Reed	
Sacramento	L. Klotz, M. Sawamura, L. Batten	C. Burton (A), M. Rose (E)
Sierra		S Supv. Dryden (E), Supv. L. Heuer (A)
Sutter	T. Beebe, M. Cardoza	Supv. J. Boone (A)
Yolo	Supv. S. Allen, G. Bourguignon	
Yuba	Supv. A. Vasquez	W. Peters (A)

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

On-site AAA4 Staff
Will Tift, Sara Martinez, Jennifer Hassouna, Carly Malcolmson, Diane Swanson

AAA4 Staff via Zoom
Anson Houghton, Nancy Vasquez, Sandra Woolf, Julie Beckner, Rebecca Hensley, Cindy Reigert, German Ayon, Ben Scalero, Janell Coskun

On-site Guests
Wendy Brown, *WBCP*

Guests via Zoom
Michelle Nevins, *Del Oro*; Magdalene DeBerg, *Inc Senior Citizens Sierra County*; Margarita Minero, *Sacramento County SAS;* Kelly Carpenter, *Nevada County Adult Services*; Melinda Klick, *ED MOW Sacramento*; Vivian Ruiz, *ED Sierra Senior Services*; Tink Miller, *PIRS*; Gabriel Kendall, *Community Link Capital Region*; Rocio de Valk, *Seniors First;* Tina Caratan, *AAA4 Consultant*

II. ROLL CALL

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

III. PUBLIC COMMENT - None.

IV. CONSENT

Item VI. F. Adopt the Agenda as Amended
Tonya Beebe requested that item F, Accept AAA4 Financial Statements be tabled for the next meeting as they are not ready. The financial statements will be available for the next meeting in November.

Motion	Second	Passed
W. Reed	M. Cardoza	Y= 10; N= 0; Abstain= 0

Item IV. B. Approve the minutes from 8/14/26

Motion	Second	Passed
Supv. A. Vasquez	L. Klotz	Y= 10; N= 0; Abstain= 0

V. CORRESPONDENCE

None.

VI. ACTION ITEM

A. Adopt Resolution #337 to Accept CalFresh Outreach Funds
Will Tift explained that this resolution is for the Agency to continue receiving dollars from the Department of Aging for CalFresh funding in the amount of $197, 616 for FY 2026-2028.

Motion	Second	Passed
M. Cardoza	W. Reed	Y= 10; N= 0; Abstain= 0

B. Approve the Area Plan Budget for SFY 2026-27
Will shared that the Grants Review Committee met on October 1 and reviewed the Area Plan budget for FY 2026-2027 (July 1, 2026 – June 30, 2027). The committee recommended approval of the original budget version submitted to the state.
The approval is retroactive because the Agency did not receive its budget planning estimate until April 3, by which time the Area Plan was already moving through the approval process. Consequently, the full budget was not presented to the Grants Review Committee earlier.
The proposed budget reflects previously approved Area Plan activities, funding allocations, and contracts already in process or signed. The Grants Review Committee is a standing committee of the Governing Board and its recommendation is now being presented to the Board for consideration and approval.

Motion	Second	Passed
W. Reed	G. Bourguigon	Y= 10; N= 10; Abstain= 0

C. Adopt Resolutions #338 & #339 to Apply for CSBG Funds in Sutter and Yuba Counties

Will explained that both of these resolutions serve the same purpose, but each applies to a different county. Resolution #338 is for Sutter County and Resolution #339 is for Yuba County.

Motion	Second	Passed
M. Cardoza	Supv. A. Vasquez	Y= 10; N= 0; Abstain= 0

D. Approve JPEC Recommendations: Year End and First Quarter Performance

The Board considered JPEC recommendations for year-end performance and the first quarter. Will explained that two sets of recommendations were presented because the Board did not meet in September.

The first set of recommendations came from the September meeting and addressed year-end performance, spending, and related recommendations. No action was recommended against funded partners that did not fully expend their allocated funds.

Supervisor Allen asked for clarification regarding Meals on Wheels in Yolo County. Yolo County MOW was not being removed from Collaborative Oversight because of poor performance. The oversight discussion concerned the nontraditional congregate meals program, which had ended, while the traditional meals program achieved its reported annual goals.

The Committee also met on October 1st and reviewed numerous requests for changes to providers' annual scopes of service for the current fiscal year. Nearly all proposed requests were agreed upon. One exception discussed involved 211 Sacramento and comparisons between Sacramento County and Yolo County. The 211 Call Center discussion covered call-handling procedures, wait times, abandoned calls, and service levels. The funding has remained flat for approximately ten (10) years. After a lengthy discussion and supportive clarification, the decision was made to maintain the proposed service levels for Community Link 211.

Motion	Second	Passed
Supv. S. Allen	M. Cardoza	Y= 10; N= 0; Abstain= 0

E. Elect Members to Serve on the Nominating Committee

Will discussed establishing a Nominating Committee to develop a slate of officers for calendar year 2027. The Committee will need at least three (3) members and will meet once between now and the November Board meeting.

The three (3) individuals who volunteered to serve were Manny Cardoza, Gay Bourguigon, and Lin Batten.

Tonya Beebe stated that 2027 will be her last year on the Board and she would like to serve.

Motion	Second	Passed
Supv. S. Allen	W. Reed	Y= 10; N= 0; Abstain= 0

F. Accept AAA4 Financial Statements

This item was tabled.

Motion	Second	Passed
N/A	N/A	Y= 0; N= 0; Abstain= 0

VII. DISCUSSION/PRESENTATION

None.

VIII. REPORTS

In the interest of time for the Closed Session, the only report given was for Audit/Finance.

Audit/Finance Committee

- Secretary, Leesa Klotz, read a statement from Treasurer, Meghan Rose, who was not present.
- The Agency has retained BryMar as the new independent auditing firm to prepare audit and tax filings.
- The 2025 Form 990 is overdue, creating potential financial penalties. Completing the filing is an immediate priority.
- BryMar will focus on a 2025 trial balance and the necessary documentation to begin addressing the outstanding audits beginning with 2021-22 and moving forward.
- Will reported that there is a projected deficit of approximately $200,000, partly due to additional audit work and other one-time expenses. Members raised concerns about consultant costs and potential penalties associated with the overdue form 990.
- Board members expressed concerns about the Agency's financial transparency and the Board's ability to fulfill its fiscal oversight responsibilities without access to a complete organizational budget.
- The Board requested that the Agency provide a complete organizational budget as soon as possible. The Board made it clear that it needs greater financial transparency, timely reporting, and direct access to the Agency budget to properly fulfill its fiduciary responsibilities.
- The discussion concluded with plans to move into closed session for further discussion.

IX. ANNOUNCEMENTS

- None.

X. CLOSED SESSION (Began at 10:45 a.m.)

- Personnel matters were discussed. No action was taken.

XI. ADJOURN

The public meeting adjourned at 10:45 a.m. to being the CLOSED SESSION.

**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.

AGENCY ON AGING AREA 4

2027 GOVERNING BOARD MEETING SCHEDULE

Date	Time	Activity	Location
1/8/27	10:00 a.m.	**Business Meeting** Chair Appoints Committee Members & Parliamentarian	Sacramento
2/12/27	10:00 a.m.	**Business Meeting** Approve Joint Program Evaluation Committee (JPEC)Recommendations	Yolo
3/12/27	10:00 a.m.	**Business Meeting**	Placer
4/9/27	10:00 a.m.	**JOINT Meeting with the Advisory Council**	Sacramento
5/14/27	10:00 a.m.	**Business Meeting** Older Americans Month & Approve JPEC Recommendations	Sutter
6/11/27	10:00 a.m.	**Business Meeting**	Sacramento
7/9/27	10:00 a.m.	**Business Meeting**	Nevada
8/13/27	10:00 a.m.	**Business Meeting** Nominate Members for the Nominating Committee	Sacramento
9/10/27	10:00 a.m.	**Business Meeting** Approve JPEC Recommendations & Elect Members for the Nominating Committee	Yuba
10/8/27	10:00 a.m.	**Business Meeting** Nominate the Slate of Officers for 2028	Sacramento
11/12/27	10:00 a.m.	**JOINT Meeting with the Advisory Council** Approve Annual Report , Approve JPEC Recommendations & Election of Officers for 2028	Sacramento
12/10/27	10:00 a.m.	**Business Meeting** Installation of Officers for 2028	Sacramento

CALIFORNIA DEPARTMENT OF AGING
Home and Community Living Division
Older Adult Programs Branch
Planning, Monitoring, and Data Section
2880 Gateway Oaks Drive, Suite 200
Sacramento, CA 95833
www.aging.ca.gov
TEL 916-419-7500
FAX 916-928-2267
TTY1-800-735-2929

October 30, 2026

Will Tift, (Acting Director)
Agency on Aging Area 4
1401 El Camino Avenue, Suite 400
Sacramento, CA 95815

Dear Director Tift,

The California Department of Aging has reviewed and approved the attached 2026-27 Area Plan Update for Planning and Service Area 04. Your agency has fulfilled its responsibility under the California Code of Regulations, Title 22, Section 7304, to submit an annual update to your four-year Area Plan.

We acknowledge you, your staff, governing board, advisory council, and community representatives for developing the Area Plan. And in building and enhancing your local system of services for older adults, adults with disabilities, and their caregivers.

Please provide a copy of this letter to the governing board and advisory council chairs. If you have any questions, contact the Area Planning Team at AreaPlan@aging.ca.gov.

Sincerely,

Jamie Pope

Jamie Pope, Section Chief
Planning, Monitoring and Data
California Department of Aging

CC:

Amanda Towers, State Planning Manager
Dan Birmingham, Data Manager
Planning, Monitoring, and Data
California Department of Aging

ACTION ITEM V. A.

TO: **AAA4 GOVERNING BOARD**

FROM: Will Tift

DATE: November 12, 2026

SUBJECT: **Approve In-House Budget for SFY 2026-27**

In the interest of confidentiality, members of the Governing Board have been provided with an Excel copy of the Agency's In-House Budget rather than posting it on our website. While AAA4 is a publicly funded Agency, we prefer to control access to Staff salary information by using Public Record Requests for any individuals who do not have a clear need to know.

A brief overview of the In-House Budget will be given during the Joint Meeting Agenda. A version of this same budget was used as the source document from which to upload and synchronize information into AccuFund (our accounting software) and into RAMP.

In the Excel file, the key budget information is in the "Budget" tab. Beginning with Column D, the columns represent individual funding streams. The first block of these are the Area Plan (classic Older Americans Act) funding streams. The header for Administration is red, Title III-B Supportive Services is blue, Title III-C Nutrition is orange, Title III-D Evidence-Based Health Promotion is pink, Title III-E is green, finally in pastel yellow, Long-Term Care Ombudsman and Title VII Elder Abuse Prevention.

Scrolling to the right, the next block is for funding streams which are NOT included as part of the Area Plan Budget items listed above. Some of these are also administered by the California Department of Aging; others are not. This second grouping begins with CalFresh Outreach (previously Food Stamps) in bright yellow, followed by MIPPA (Medicare Improvements for Patients and Providers Act) in brown, HICAP (Health Insurance Counseling & Advocacy Program) in red, ADRC (Aging & Disability Resource Connections) in blue, OCAM (Older Californians Act Modernization) in pink, DxF (Data Exchange Framework) in red, VDC (Veterans Directed Care) in beige, Common Spirit - Dignity Health in pink, Anthem ECM (Enhanced Care Management) in blue, and lastly, ACL (Administration for Community Living) Community Health Worker in white.

As for the rows on the "Budget" tab, those begin with Revenue sources and are followed by the Expenditures with total revenue ($8,273,255) appearing in cell DV20. Presently, we are projecting a budget deficit of $468,160 (cell DV119). The deficit is caused by the projected cost of $500,000 for completing all outstanding independent audits before June 30, 2027 (see cell DV56). This is believed to be the maximum cost; the Ad Hoc Audit Committee is exploring all available avenues to reduce this cost. Also, it is possible that some or all of this expense could be paid from AAA4's reserves rather than the current year budget.

This item requires a roll call vote.

ACTION ITEM V. B.

TO: **AAA4 GOVERNING BOARD**

FROM: Nominating Committee

DATE: November 5, 2026

SUBJECT: **Adopt the Slate of Officers for 2027**

The Nominating Committee met on Tuesday, November 10, 2026, and unanimously agreed upon the following slate of officers for calendar year 2027:

Chair:	Tonya Beebe
1st Vice Chair:	Supervisor Sheila Allen
2nd Vice Chair:	Manny Cardoza
Treasurer/Auditor:	William Reed
Secretary:	Leesa Klotz
Parliamentarian:	TBA

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

Elections are scheduled for Friday, December 11, 2026, the next and last Governing Board Meeting of the year.

This item requires a roll call vote.

ACTION ITEM V. C.

TO: **AAA4 ADVISORY COUNCIL**

FROM: Will Tift

DATE: November 5, 2026

SUBJECT: **Elect a New Chair for the Remainder of the Calendar Year**

Elect a chair that will serve during November and December. This person will also be part of the Advisory Council's Executive Committee during that time.

ACTION ITEM V. D.

TO: **AAA4 ADVISORY COUNCIL**

FROM: Will Tift

DATE: November 5, 2026

SUBJECT: **Select Advisory Council Members to Serve on the Nominating Committee**

AAA4 is currently seeking Council Members who are willing to serve on the Nominating Committee. Nominations may be made from the floor. The Advisory Council Bylaws state in part that "The Nominating Committee shall, insofar as possible, consist of a representative from each county. There shall be a minimum of 3 (three) members. The Committee Chair Shall appoint the members with the approval of the Council."

The Committee should meet as soon as practicable to choose a slate of individuals they believe are best suited to serve as Council Officers for the next calendar year. The Nominating Committee should present its slate in November so that elections can be held in December.

This item requires a roll call vote.

ACTION ITEM V. E.

TO: **AAA4 ADVISORY COUNCIL & GOVERNING BOARD**

FROM: Will Tift

DATE: November 5, 2026

SUBJECT: **ADOPT AAA4's SFY 2025-26 ANNUAL REPORT**

A Draft copy of the AAA4 SFY 2025-26 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.

ACTION ITEM V. F.

TO: **AAA4 GOVERNING BOARD**

FROM: Will Tift

DATE: November 12, 2026

SUBJECT: **Award One-Time-Only (OTO) Funds for SFY 2026-27**

The California Department of Aging (CDA) has allocated $343,861 in One-Time-Only (OTO) funds to AAA4. A portion of those dollars ($29,298) come earmarked for Health Promotion, Elder Abuse Prevention and Long-Term Care Ombudsman – all direct services of AAA4. The remaining balance of $314,563 is shown in the table below. OTO funds are NOT transferable between Titles, and they must be spent by June 30, 2027.

Funding Source	Dollars Available	Match Requirement
Title III-B Supportive Services	$209,922	10%
Title III-C1 Congregate Meals	$34,833	10%
Title III-C2 Home-Delivered Meals	$20,726	10%
Title III-E Family Caregiver	$49,082	25%
TOTAL	**$314,563**	**-----**

The original 2026-27 Area Plan Budget for all Area Agencies on Aging (AAAs) contains a one-time shortfall in Title III-B funds due to an accounting error at CDA. AAA4 planned to take implement cuts through 50% reductions in the Housing (Key Connections) and Minor Home Modifications categories; however, Staff also hoped these reductions would be unnecessary if sufficient OTO dollars were received. Thus, the first request is to restore funding for III-B Housing and Home Modifications to 100% by approving one-time awards to Key Connections at $57,500, PIRS (Placer Independent Resource Services) at $32,500 and Rebuilding Together Sacramento at $20,000.

Secondly, the Agency is requesting “off-the-top” funding from Title III-E in the amount of $23,000 for the in-house Care 4 Caregivers program. This ask includes $5,500 for Spanish translation and $17,500 for the online platform which anchors the program.

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		
AAA4 with Yolo Transit & YHAA	Yolo	$3,998
ACC Senior Services – ACC Rides	Sacramento	$12,269
Seniors First, Inc.	Western Placer	$3,079
Stanford Settlement	Sacramento	$4,471
Yuba Sutter Legal Center for Seniors	Yuba	$916
Yuba Sutter Legal Center for Seniors	Sutter	$744

III-B LEGAL SERVICES		
LSNC: Mother Lode Office	Nevada	$1,129
LSNC: Mother Lode Office	Placer	$6,330
LSNC: Mother Lode Office	Sierra	$154
LSNC: Sacramento Office	Sacramento	$7,139
LSNC: Yolo Office	Yolo	$1,448
Yuba Sutter Legal Center for Seniors	Yuba	$1,606
Yuba Sutter Legal Center for Seniors	Sutter	$1,975

III-B SENIOR INFORMATION & ASSISTANCE		
Community Link – 211 Sacramento	Sacramento	$5,644
Community Link – 211 Yolo	Yolo	$2,984
Connecting Point – 211 Nevada	Nevada	$2,423
Connecting Point – 211 Yuba	Yuba	$1,406
Connecting Point – Sutter	Sutter	$1,103
Seniors First, Inc.	Placer	$5,739

III-B MISCELLANEOUS		
AAA4: Case Management	Placer, Sacramento, Sutter, Yolo & Yuba	$22,037
AAA4: Key Connections (Housing)	All Seven Counties	$5,900
Inc Seniors of Sierra County (Outreach)	Sierra	$2,041
PIRS: Minor Home Modifications	Placer	$3,335
Rebuilding Together: Minor Home Mods	Sacramento	$2,052

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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)	Sutter	$4,484
Gold Country Community Services	Western Nevada	$813
Inc. Senior Citizens of Sierra County	Sierra	$1,545
Seniors First, Inc. – Meals on Wheels Placer	Western Placer	$3,290
Meals on Wheels Sacramento	Sacramento	$15,540
Meals on Wheels Sacramento (Non-Traditional)	Sacramento	$5,180
Meals on Wheels Yolo	Yolo	$3,178
Sierra Senior Services	Eastern Nevada	$804

III-C2 HOME-DELIVERED MEALS		
AAA4: Yuba Sutter Meals on Wheels	Yuba	$1,056
AAA4: Yuba Sutter Meals on Wheels	Sutter	$1,099
Gold Country Community Services	Western Nevada	$1,495
Inc. Senior Citizens of Sierra County	Sierra	$441
Seniors First, Inc. – Meals on Wheels Placer	Western Placer	$2,517
Meals on Wheels Sacramento	Sacramento	$11,837
Meals on Wheels Yolo	Yolo	$1,085
Sierra Senior Services	Eastern Nevada	$674
Sierra Senior Services	Eastern Placer	$521

III-E CAREGIVER SERVICES		
AAA4: Caregiver Counseling	All 7 Counties	$0
ACC Senior Services:		
Caregiver Assessment	Sacramento	$1,125
Caregiver Case Management		$563
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Placer	$1,891
Caregiver Case Management		$249
Caregiver Respite		$6,464
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Sacramento	$3,071
Caregiver Case Management		$1,268
Caregiver Respite		$9,356
Del Oro Caregiver Resource Center:		
Caregiver Assessment	Yolo	$957
Caregiver Case Management		$126
Caregiver Respite		$1,013

This item requires a roll call vote.

ACTION ITEM V. G.

TO: **AAA4 GOVERNING BOARD**

FROM: Will Tift

DATE: November 5, 2026

SUBJECT: **Approve AAA4 Financial Statements**

The following financial statements for the month of June 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.