

**DATE:** JANUARY 19, 2017  
**TIME:** 10:00 AM – 12:00 PM ←  
**PLACE:** SACRAMENTO COUNTY  
AGENCY ON AGING \ AREA 4  
1401 EL CAMINO AVENUE, 4<sup>TH</sup> FL.  
SACRAMENTO, CA 95815



**AGENDA**

- I. CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL / WELCOME & INTRODUCTIONS**
- II. COMMENTS FROM THE PUBLIC**  
The Advisory Council welcomes comments from the Public on any agenda item as it is discussed. In the interest of time, individuals will be limited to 3 minutes: 10 minutes for group presentations. Comments from the public on items not part of the Agenda may be made following the business portion of the meeting.
- III. CONSENT CALENDAR**
  - A. Adoption of Agenda/Minutes 11/18/16 ..... 5 min.
- IV. PRESENTATION**  
“Don’t Rush to Flush” Medication Disposal Campaign *Presented by Heidi Sanborn* ..... 30 min.
- V. REPORTS**.....
  - A. Executive Director ..... 5 min.
  - B. Executive Committee ..... 5 min.
  - C. Governing Board ..... 5 min.
  - D. Area Plan Committee ..... 5 min.
  - E. Legislative Committee ..... 5 min.
- VI. CORRESPONDENCE**
- VII. ACTION ITEMS**
  - A. Installation of Officers..... 10 min.
  - B. Approve Schedule of AAA4 Advisory Council Meetings/Activities CY 2017 ..... 5 min.
  - C. Approve Committee Appointments..... 10 min.
- VIII. DISCUSSION**
  - A. Information Dissemination by County..... 10 min.
  - B. New Federal Guidelines for AAA Advisory Councils..... 10 min.
- IX. ROUNDTABLE: OLD BUSINESS, BIRTHDAYS, ANNOUNCEMENTS** ..... 5 min.
- X. ADJOURNMENT**

**COMMITTEE MEETINGS**

9:30 A.M. -10:00 A.M. ~ EXECUTIVE COMMITTEE

Please visit [www.agencyonaging4.org](http://www.agencyonaging4.org) for additional information

ADVISORY COUNCIL MEMBERS' ENCLOSURES

- Agenda
- Minutes  
- 11/18/16
- Action/Information/Discussion Items
  - A. Installation of Officers
  - B. Approve Schedule of AAA4 Advisory Council Meetings/Activities CY 2017
  - C. Approve Committee Appointments
  - D. New Federal Guidelines for AAA Advisory Councils
  - E. Map

***If you need a disability-related reasonable accommodation to participate in this meeting, please contact Tai Love at (916) 486-1876, or [tlove@agencyonaging4.org](mailto:tlove@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: November 18, 2016

Location: Sacramento County, Agency on Aging \ Area 4

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

Supv. Nate Beason called the joint meeting of the *Agency on Aging \ Area 4 (AAA4)* Advisory Council and Governing Board to order at 10:05 a.m. and welcomed members and guests to the meeting. Advisory Council Chair, Pam Epley welcomed new member Elizabeth Yeh (Yolo County).

Following the pledge of allegiance, Governing Board Secretary-Clerk, Becky Bowen called roll. There was a quorum. AAA4 Staff, Tai Love called roll for the Advisory Council. There was a quorum.

County	GB Members Present – 14	Absent – 2
Nevada	Supv. Beason, A. Burton	
Placer	Gustafson, Luce	
Sacramento	C. Burton, Milner Krugman, Sawamura	Supv. Notolli (E)
Sierra	Supv. Schlefstein	Farrington
Sutter	Beebe, Bowen	
Yolo	Allen, Pennebaker	
Yuba	Supv. Fletcher, Parent	

County	AC Members Present – 15	Absent – 4
Nevada	Deardorff, Sauer	Giuliani (E)
Placer	Plasencia, Stanners, Wiltsee	Herman (E)
Sacramento	Pevny, Rose	Young (E)
Sierra	Devore	
Sutter	Epley, Thomas, Graue	
Yolo	Brunner, Dorsey, Yeh	Bourne (E)
Yuba	Diemond	

**AAA4 Staff Present:** Pam Miller, Will Tift, Lynda Webb, Nancy Vasquez, Mike Selland, Maggie Borowiak, Dave Soto, Laura Mills, Janeen Thorpe, Jane Stan, Tai Love and Gina Cabrera.

**Guests Present:** David Morikawa, *Meals on Wheels by ACC*; Susan Townsend *Yuba Sutter Legal Center*, Ana Acton *FREED*, Dave Lin *ACC Rides*, April Ceballos *AAA4 Intern*

**III. COMMENTS FROM THE PUBLIC**

Supv. Nate Beason 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. – B. Agenda, Minutes (AC 10/20/16 – GB 10/14/16)**

Supv. Beason asked for a motion to approve the Consent Calendar including the agenda and minutes 10/14/16.

A motion was moved/seconded, Chris Parent/Carl Burton, to approve the Consent Calendar including the agenda and 10/14/16 minutes. Motion passed by consent.

Pam Epley asked for a motion to approve the Consent Calendar including the agenda and minutes 10/20/16.

A motion was moved/seconded, Seth Brunner/Meghan Rose, to approve the Consent Calendar including the agenda and minutes 10/20/16. Motion passed by unanimous consent.

#### **V. CORRESPONDENCE**

Correspondence addressed to Supervisor Don Nottoli from Dev Berger pertaining to the Sacramento County Senior and Adult Services' Senior Companion Program (SCP).

#### **VI. ACTION ITEMS**

##### **A. Elect Officers for 2017 (Governing Board)**

Chair: Eldon Luce (Placer)

1<sup>st</sup> Vice-Chair: Karla Gustafson (Placer)

2<sup>nd</sup> Vice-Chair: Maxine Milner Krugman (Sacramento)

Secretary-Clerk: Andrew Burton (Nevada)

Treasurer/Auditor: Nancy Pennebaker (Yolo)

There were no additional nominations from the floor.

A motion was moved/seconded, Chris Parent/Supervisor Randy Fletcher, to Elect the Officers for 2017 as listed above. Motion passed by consent. (Yes-12, No-1, Abstain-1).

Carl Burton - Abstained

Sheila Allen - No vote

##### **B. Approve Slate for Nominating Committee**

Tonya Beebe (Sutter)

Miko Sawamura (Sacramento)

Chris Parent (Yuba)

Additional Nominations from the floor: Carl Burton (Sacramento)

A motion was moved/seconded, Maxine Milner-Krugman/Karla Gustafson to approve Slate, including Carl Burton to the Nominating Committee for 2017. Motion passed by consent.

##### **C. Approve JPEC Recommendations (Governing Board)**

A motion was moved/seconded, Eldon Luce/Carl Burton to approve JPEC recommendations as presented. Motion passed by unanimous consent.

**D. Approve Slate of Officers and Nominating Committee for 2017 (Advisory Council)**

*Chair: Pam Epley (Sutter)*

*Vice-Chair: Seth Brunner (Yolo)*

*Secretary-Clerk: Gloria Plasencia (Placer)*

*Nominating: Gloria Plasencia (Placer), Charlotte Dorsey (Yolo), Tanna Thomas (Sutter)*

*No additional nominations from the floor.*

A motion was moved/seconded, Tanna Thomas/Richard Devore to approve the Slate of Officers and Nominating Committee for 2017 as presented. Motion passed by consent.

**E. Elect Officers for 2017 (Advisory Council)**

*Chair: Pam Epley (Sutter)*

*Vice-Chair: Seth Brunner (Yolo)*

*Secretary-Clerk: Gloria Plasencia (Placer)*

*No additional nominations from the floor.*

A motion was moved/seconded, Meghan Rose/Tanna Thomas, to elect the slate of officers for 2017 as presented. Motion passed by consent.

**F. Approve Awards by County & Service Category for 2017-2021 RFP (Advisory Council)**

Public comment was heard regarding Awards by County and Service Category by Ana Acton, representative of **FREED**, supporting Minor Home Repair/Modifications in Yuba-Sutter counties; and by David Morikawa, representative of **Meals on Wheels by ACC**, in support of nutrition services in Sacramento and Placer counties.

A motion was moved/seconded, Seth Brunner/Sarah Deardorff, to approve Awards by County and Service Category for 2017-2021 RFP including the allocation of awards as presented by Sierra County (increase Home Delivered Meals from \$20,008 to \$22,468 and Senior Information & Assistance from \$14,909 to \$16,374. Motion passed by roll call vote (Yes-11, No-1, Abstain-2).

Sharon Stanners – No

Meghan Rose and Dave Pevny - Abstain

**G. Approve Annual Report (Advisory Council/Governing Board)**

Advisory Council:

A motion was moved/seconded, Seth Brunner/Sarah Deardorff, to approve the Agency on Aging \ Area 4 Annual Report 2015-16 for distribution as printed. Motion passed by unanimous consent.

Governing Board:

A motion was moved/seconded, Chris Parent/Maxine Milner Krugman, to approve the Agency on Aging \ Area 4 Annual Report 2015-16 for distribution as printed. Motion passed by unanimous consent.

**VII. PRESENTATION**

**A. Employee Recognition**

Corina Azbill (1 year), Maggie Borowiak (1 year), Joanna Perez (1 year), Mike Selland (1 year), Becky Stiles (1 year), Lynda Webb (1 year) and Laura Lester (5 years).

**VIII. REPORTS**

**A. Executive Committee**

Report Provided by Miko Sawamura.

**B. Audit/Finance Committee**

Report Provided by Mike Selland.

**C. Legislative Committee**

Report Provided by Pam Miller.

**D. Executive Director**

Report Provided by Pam Miller.

**IX. ANNOUNCEMENTS/FUTURE AGENDA ITEMS**

The Chinese Cultural Foundation will be hosting a Health Fair in Sacramento on December 4.

**X. ADJOURNMENT**

With no further business, the joint Advisory Council and Governing Board meeting was adjourned at 11:28 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 TAI LOVE  
(916) 486-1876 OR TLOVE@AGENCYONAGING4.ORG.

**ACTION ITEM VII. A.**

**TO:** AAA4 ADVISORY COUNCIL

**FROM:** Pam Miller, Executive Director

**DATE:** January 13, 2017

**SUBJECT:** Installation of Officers for 2017

**Discussion**

At the November 18<sup>th</sup> Joint meeting, the Advisory Council elected the following officers to serve for the 2017 year. These individuals will be installed at the January 19<sup>th</sup> meeting.

**OFFICERS:**

Chair:	<u>Pam Epley</u> <i>Name</i>	<u>Sutter</u> <i>County</i>
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Vice Chair:	<u>Seth Brunner</u> <i>Name</i>	<u>Yolo</u> <i>County</i>
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Secretary-Treasurer:	<u>Gloria Plasencia</u> <i>Name</i>	<u>Placer</u> <i>County</i>
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**ACTION ITEM VII. B**

**TO:** AAA4 ADVISORY COUNCIL  
**FROM:** Pam Miller  
**DATE:** January 13, 2017  
**SUBJECT:** Schedule of Meetings/Activities for CY 2017

**Discussion**

Enclosed is a schedule of meetings and activities for the 2017 calendar year. Please note, there will be two joint meetings with the Governing Board in April and November. Both dates have been modified to accommodate the holidays (*Good Friday and Veteran's Day*). Meeting locations will be updated and distributed with each agenda.



## **ACTION ITEM VII. C**

**TO:** A4AA ADVISORY COUNCIL  
**FROM:** Pam Miller  
**DATE:** January 13, 2017  
**SUBJECT:** Committee Appointments

### **Discussion**

A list of Advisory Council Committee appointments for 2017 will be distributed at the January 19 meeting.

In making these appointments, your request to serve on specific committees were taken into consideration. As new members are appointed, further committee appointments will be made.

You will receive notification of committee meetings on which you serve. If you have questions or concerns, please do not hesitate to contact me or a member of the AAA4 staff.

Thank you in advance for your hard work.

## DISCUSSION ITEM VIII. B

**TO:** A4AA ADVISORY COUNCIL  
**FROM:** Pam Miller  
**DATE:** January 13, 2017  
**SUBJECT:** Federal Guidance for AAA Advisory Councils

### Discussion

In recent years, the Administration for Community Living (ACL) has been working to strengthen the national Aging Services Network through a wide variety of means, one of which has been making changes to the Code of Federal Regulations (CFR). In layman's terms, the CFR is rule book for all federal laws, including the Older Americans Act.

In the interest of transparency, AAA4 Staff would like to call your attention to the current verbiage on Advisory Councils which applies to all Agencies on Aging in the country.

### **Title 45 §1321.57 Area agency advisory council.**

(a) *Functions of council.* The area agency shall establish an advisory council. The council shall carry out advisory functions which further the area agency's mission of developing and coordinating community-based systems of services for all older persons in the planning and service area. The council shall advise the agency relative to:

- (1) Developing and administering the area plan;
- (2) Conducting public hearings;
- (3) Representing the interest of older persons; and
- (4) Reviewing and commenting on all community policies, programs and actions which affect older persons with the intent of assuring maximum coordination and responsiveness to older persons.

(b) *Composition of council.* The council shall include individuals and representatives of community organizations who will help to enhance the leadership role of the area agency in developing community-based systems of services. The advisory council shall be made up of:

- (1) More than 50 percent older persons, including minority individuals who are participants or who are eligible to participate in programs under this part;
- (2) Representatives of older persons;
- (3) Representatives of health care provider organizations, including providers of veterans' health care (if appropriate);
- (4) Representatives of supportive services providers organizations;
- (5) Persons with leadership experience in the private and voluntary sectors;
- (6) Local elected officials; and
- (7) The general public.

(c) *Review by advisory council.* The area agency shall submit the area plan and amendments for review and comment to the advisory council before it is transmitted to the State agency for approval.