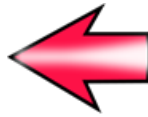


Agency on Aging \ Area 4

JOINT MEETING NOTICE *ADVISORY COUNCIL/ GOVERNING BOARD*

DATE: November 18, 2016
TIME: 10 a.m. to 12 noon
PLACE: Sacramento County
Agency on Aging \ Area 4
1401 El Camino Avenue, 4th Floor
Sacramento, CA 95815
&
Sierra County (Via Teleconference)
61050 Hwy. 49, Sheriff Substation
Loyalton, CA 96118
(530) 993-1270



AGENDA

I. CALL TO ORDER/ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. COMMENTS FROM THE PUBLIC:

The Advisory Council and 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 Advisory Council and Governing Board will act upon them at one time without discussion unless any member, staff member or member of the public requests that an item be removed from the consent calendar for discussion.

- A. Adoption of Agenda (Advisory Council/Governing Board) *
- B. Approval of Minutes (Advisory Council 10/20/16 – Governing Board 10/14/16) *

V. CORRESPONDENCE

VI. ACTION ITEMS

- A. Elect Officers for 2017 (Governing Board)
- B. Approve Slate for Nominating Committee (Governing Board)
- C. Approve JPEC Recommendations (Governing Board)
- D. Approve Slate of Officers and Nominating Committee for 2017 (Advisory Council)
- E. Elect Officers for 2017 (Advisory Council)
- F. Approve Awards by County & Service Category for 2017 – 2021 RFP (Advisory Council)
- G. Approve Annual Report (Advisory Council/Governing Board) *

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
- B. Audit/Finance Committee
- C. Legislative
- D. Executive Director

IX. ANNOUNCEMENTS/FUTURE AGENDA ITEMS

X. ADJOURNMENT

**It is required by regulation that the Advisory Council and Governing Board act separately on the above items.*

Joint Committee Meetings

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

Please visit www.agencyonaging4.org for additional information.



POTLUCK IMMEDIATELY FOLLOWING, PLEASE BRING A DISH TO SHARE.

*****PLEASE BE PREPARED TO HAVE YOUR PHOTO TAKEN.*****

JOINT MEETING NOTICE

Enclosures:

1. Consent Items

- A. Agenda
- B. Minutes – 10/18/16 (Governing Board); 10/20/16 (Advisory Council)

2. Action Items

- A. Elect Officers for 2017 (Governing Board)
- B. Approve Slate for Nominating Committee (Governing Board)
- C. Approve JPEC Recommendations (Governing Board)
- D. Approve Slate of Officers and Nominating Committee for 2017 (Advisory Council)
- E. Elect Officers for 2017 (Advisory Council)
- F. Approve Awards by County & Service Category for 2017 – 2021 RFP (Advisory Council)
- G. Approve Annual Report (Advisory Council/Governing Board) *

3. Attachments:

- A. 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 at least three (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 three (3) days in advance.

AGENCY ON AGING | AREA 4 ADVISORY COUNCIL

Meeting Minutes
October 20, 2016

Yolo County, Margaret McDowell Manor

I. Call to Order / Pledge Of Allegiance / Roll Call / Welcome & Introductions:

Chair, Pam Epley, called the regular meeting of the *Agency on Aging Area 4 (AAA4)* Advisory Council to order at 10:06 a.m. The Council, guests and staff stood and recited the pledge of allegiance. AAA4 Staff, Tai Love called roll. There was a quorum. Pam welcomed members and guests to the meeting.

County		AC Members/Present - 10	Absent/Excused - 9
Nevada	2 vacancies		Deardorff (A), Giuliani (A), Sauer (A)
Placer	1 vacancy	Herman, Stanners, Wiltsee	Plasencia (E)
Sacramento	2 vacancies	Pevny, Young	Rose (E)
Sierra	3 vacancies	Devore	
Sutter	2 vacancies	Epley, Thomas	Graue (E)
Yolo	2 vacancies	Brunner, Dorsey	Bourne (E)
Yuba	4 vacancies		Diamond (E)
CSL members	0 vacancies	Brunner, Dorsey, Epley, Wiltsee, Young	Plasencia (E)

A4AA Staff Present: Pam Miller, Will Tift, Rose Chrisman and Tai Love

Guests Present: None

II. COMMENTS FROM THE PUBLIC:

The Advisory Council welcomes comments from the Public on agenda items as they are 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 maybe made following the business portion of the meeting.

III. CONSENT CALENDAR

A. Adoption of Agenda/Minutes 8/18/16:

The agenda was revised to reflect the removal of the Legislative and Nominating Committee reports. The minutes were revised to reflect Sharon Stanners as present.

A motion was moved/seconded, Lola Young/Seth Brunner, to approve the consent calendar including the agenda and 8/18/16 minutes as revised. Motion passed by unanimous consent.

IV. CORESPONDENCE

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

V. ACTION ITEM

A. Approve Amendment to Advisory Council Bylaws

A motion was moved/seconded, Dr. Irwin Herman/David Wiltsee, to approve amendments to the Advisory Council Bylaws. Motion passed by unanimous consent.

VI. PRESENTATION:

A. Introducing the Long Term Care Ombudsman Program – Presented by Rose Chrisman, Program Coordinator.

Additional information will be forwarded to Advisory Council members per request.

VII. DISCUSSION

A. Request for Proposal (RFP) Timeline

Led by Will Tift

VIII. REPORTS

A. Executive Director

Provided by Pam Miller

B. Executive Committee

Provided by Pam Miller

C. Governing Board

Provided by Tai Love

D. Area Plan Committee

Provided by Will Tift

IX. ROUNDTABLE: OLD BUSINESS, BIRTHDAYS, ANNOUNCEMENTS

CSL Members: Seth Brunner, Charlotte Dorsey, Pam Epley, Gloria Plasencia, David Wiltsee and Lola Young will participate in the CSL Session the week of October 24.

West Sacramento applied to become an age friendly community through the World Health Organization Global Age-Friendly Cities and Communities Project.

IX. ADJOURNMENT

With no further business, the meeting was adjourned at 10:50 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.

AGENCY ON AGING \ AREA 4
GOVERNING BOARD
 Meeting Minutes

Date: October 14, 2016

Location: Sacramento County, Agency on Aging

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

Nate Beason, Chair called the regular meeting of the *Agency on Aging \ Area 4 (AAA4)* Governing Board to order at 10:02 a.m. and welcomed members and guests to the meeting.

AAA4 Staff, Tai Love called the roll. There was a quorum.

County	GB Members Present – 15	Absent – 2
Nevada	Supv. Beason, A. Burton	
Placer	Gustafson, Luce	
Sacramento	C. Burton, Karpinski-Costa, Milner-Krugman, Supv. Notolli, Sawamura	
Sierra	Farrington, Supv. Schlefstein	
Sutter	Beebe	Bowen (E)
Yolo	Pennebaker	Allen (E)
Yuba	Supv. Fletcher, Parent	

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

Guests Present: Daniel Wong *California Caregivers*, John Wong *California Caregivers*, Erin Noel *Community Legal*

II. PLEDGE OF ALLEGIANCE – Led by Carl Burton

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 Agenda

The agenda was approved as presented.

B. Approval of 9/9/16 minutes

The minutes were revised to reflect Miko Sawamura as excused.

C. Approve Job Descriptions

Office Specialist II, Office Specialist II (Bilingual), Office Specialist III, Systems Specialist

A motion was moved/seconded, Dr. Jayna Karpinski-Costa/Eldon Luce, to approve the consent calendar including the agenda, 9/9/16 minutes and job descriptions. Motion passed by unanimous consent.

V. CORRESPONDENCE

- Correspondence addressed to Laurie Cannady, California State Director of the Corporation for National & Community Service from Nate Beason, Chair, pertaining to the Nevada County RSVP program.

VI. ACTION ITEMS

A. Approve a Plan for the Delivery of Legal Services in Sierra County.

A motion was moved/seconded, Chris Parent/Maxine Milner Krugman, to seek approval from the California Department of Aging (CDA) to approve Area 4 Agency on Aging to enter into contract with Community Legal to provide legal services in Sierra County. Motion passed by unanimous roll call vote (15-0).

B. Approve Correspondence to CNCS

A motion was moved/seconded, Miko Sawamura/Supv. Randy Fletcher, to approve sending correspondence to Corporation for National & Community Service (CNCS) pertaining to RSVP of Nevada County. Motion passed by unanimous consent.

C. Approve JPEC Recommendation Regarding California Caregivers.

A motion was moved/seconded, Supervisor Randy Fletcher/Miko Sawamura, to accept JPEC's recommendation to end the contract relationship with California Caregivers. Motion passed by consent. 1 Abstention, 1 No.

D. Approve Timeline for the 2017-19 HICAP and the 2017-2021 Supportive Services (Title III-B) and Nutrition (Title III-C) Requests for Proposals.

A motion was moved/seconded, Maxine Milner/Chris Parent to approve the Timeline for the 2017-19 HICAP and the 2017-2021 Supportive Services (Title III-B) and Nutrition (Title III-C) Requests for Proposals. Motion passed by unanimous consent.

E. Approve Slate of Officers for 2017

A motion was moved/seconded, Chris Parent/Supv. Randy Fletcher, to approve the Slate of Officers as presented for 2017. Motion passed by unanimous consent.

VII. REPORTS

A. Executive Committee

Provided by Miko Sawamura

B. Audit/Finance Committee

Provided by Mike Selland

C. Personnel Committee

Provided by Nancy Pennebaker

D. Area Plan Committee

Provided by Will Tift

E. Legislative Committee

Provided by Pam Miller

F. Executive Director

Provided by Pam Miller

VIII. ANNOUNCEMENTS/FUTURE AGENDA ITEMS

- The California Council of Gerontology and Geriatrics (CCGG) is hosting a Conference October 28 at the Embassy Suites from 9:00 am – 4:00 pm. There will be guest speakers from the California Department of Aging.
- The Joey Lopes Memorial will be hosting a dinner to benefit the fight against Alzheimer's Disease on November 12, 2016 at the West Sacramento City Hall Galleria in West Sacramento. Ticket donations are \$45.00 per person.
- The next JPEC meeting will be held October 28.
- The Sacramento County Workgroup will give a presentation to the Board of Supervisors on November 1 at 2:30 pm.

XI. ADJOURNMENT

With no further business, the meeting was adjourned at 11:22 am

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 VI. A.

TO: AAA4 GOVERNING BOARD
FROM: Nominating Committee
DATE: November 10, 2016
SUBJECT: Election of Governing Board Officers for 2017

Discussion

At the October 14 Governing Board meeting, the following slate of officers was approved to serve for calendar year 2017.

OFFICER NOMINEES:

Chair:	<u>Eldon Luce</u> <i>Name</i>	<u>Placer</u> <i>County</i>
1 st Vice Chair:	<u>Karla Gustafson</u> <i>Name</i>	<u>Placer</u> <i>County</i>
2 nd Vice Chair:	<u>Maxine Milner Krugman</u> <i>Name</i>	<u>Sacramento</u> <i>County</i>
Secretary-Clerk:	<u>Andrew Burton</u> <i>Name</i>	<u>Nevada</u> <i>County</i>
Treasurer-Auditor:	<u>Nancy Pennebaker</u> <i>Name</i>	<u>Yolo</u> <i>County</i>

Additional nominations may be made from the floor during the November 18 meeting.

TO: AAA4 GOVERNING BOARD
FROM: Nominating Committee
DATE: November 10, 2016
SUBJECT: Approve Slate for Nominating Committee for 2017

Discussion

The following members have been nominated to serve on the Nominating Committee for 2017

NOMINATING COMMITTEE:

<u>Tonya Beebe</u> Name	<u>Sutter</u> County
<u>Miko Sawamura</u> Name	<u>Sacramento</u> County
<u>Chris Parent</u> Name	<u>Yuba</u> County

Additional nominations may be made from the floor during the November 18th meeting.

ACTION ITEM VI. C

TO: A4AA GOVERNING BOARD
FROM: Joint Program Evaluation Committee
DATE: November 10, 2016
SUBJECT: JPEC Recommendations

Discussion

The Joint Program Evaluation Committee (JPEC) met on October 28 to address current compliance issues and to review first quarter performance for all AAA4-funded programs for SFY 2016-17 (July 1 through September 30).

There are four recommendations for Board action, and they are detailed in the final pages of the attached Service Provider Activity Report (see items A¹ – E¹). Also attached for your review is the complete First Quarter Performance chart.

Should new, salient information become available during the 14 calendar days between the JPEC meeting and the Board meeting, staff will provide that information to the Board.

SERVICE PROVIDER ACTIVITY REPORT

SFY 2016-17: FIRST QUARTER PERFORMANCE (July – Sept.)

AND YEAR-TO-DATE UPDATES ON OTHER MATTERS

Compiled October 27, 2016

Updated November 7, 2016

The scope of this report may include events that occurred during State Fiscal Year (SFY) 2014-15 to date; it will also include future events that occur between now and the end of each provider's full contract cycle.

I. **OUTSTANDING ACHIEVEMENT**

Until discussions about the Sanctions Policy have concluded, A4 staff recommend the method for recognizing Outstanding Achievement among service providers continue to be postponed.

II. **OPEN MATTERS**

UPDATE: Inc. Senior Citizens of Sierra County (Sierra County)

Last month, the Governing Board of AAA4 agreed to send a letter of inquiry to the Board of Inc. Seniors regarding apparent administrative difficulties. Inc. Seniors has responded. {There is NOT a performance concern.}

UPDATE: Nevada County 211 (Nevada County)

Last fiscal year, this program left \$16,302 unspent due to a billing error, and was placed on **Watch** status. That issue has been resolved. {There is NOT a performance concern.}

UPDATE: California Caregivers (Sacramento County)

Last month, the Governing Board of AAA4 agreed with the JPEC recommendation to **End** our contractual relationship due to severe fiscal non-compliance. The majority of active clients have now been transitioned to ResCare HomeCare, an existing AAA4 Funded provider. Upon the advice

of County Counsel, a retroactive contract has been drafted to be used to address services rendered between July 1 and October 14, 2016.

UPDATE: Legal Advice & Counseling (Sierra)

Last month, the Governing Board of AAA4 directed AAA4 staff to seek permission from the California Department of Aging (CDA) to contract with Community Legal, a nonprofit legal firm, to restore the provision of legal services in Sierra County; that request is in progress.

ONGOING: Caring Choices, Health Promotion – Home Meds (Placer)

This program (#3) remains on **Watch** due to low performance during the prior fiscal year. They finished the year at 85% of their scope of service.

ONGOING: Cordova Neighborhood Church, Caregiver Respite (Sacramento)

This program (#5) remains on **Watch** due to low performance during the prior fiscal year. They finished the year at 81% of their scope of service.

ONGOING: LSNC, Legal Advice & Counseling (Sacramento)

This program (#9) remains on **Watch** due to above-range performance during the prior fiscal year; they finished at 197% of their scope.

ONGOING: Paratransit Services, Transportation Program (Nevada)

This program (#12) remains on **Watch** due to above-range performance during the prior fiscal year; they finished at 214% of their scope.

ONGOING: PIRS, Home Modification Program (Placer)

This program (#13) remains on **Watch** due to above-range performance during the prior fiscal year; they finished at 144% of their scope.

RESOLVED: Rebuilding Together, Home Modification Program (Sacramento)

Last month, this program (#14) was removed from Watch due to satisfactory performance.

ONGOING: LSNC Mother Lode Office, Legal Advice & Counseling (Nevada)

This program (#24) remains on **Watch** due to low performance during the prior fiscal year. They finished the year at 85% of their scope of service.

ONGOING: Tahoe Transportation District, Transportation (Placer)

This program (#31) remains on **Watch** due to low performance during the prior fiscal year. They finished the year at 85% of their scope of service.

ONGOING: FREED, Home Modification Program (Sierra)

This program (#39) remains on **Watch** due to above-range performance during the prior fiscal year; they finished at 333% of their scope.

ONGOING: Mature Edge, Employment Activities (Placer & Yuba-Sutter)

This program (#43 & #46) remains on **Watch** due to low performance during the prior fiscal year. They finished the year at 82% and 55% of their scope of service, respectively.

ONGOING: Lilliput, Grandparent Community Ed. (Sacramento)

This program (#64) remains on **Watch** due to above-range performance during the prior fiscal year; they finished at 173% of their scope.

III. UPDATE on NEW PROVIDERS/PROGRAMS

Effective October 14th, ResCare HomeCare has assumed responsibility for Title III-B Personal Care services in Sacramento County. During their first 2 weeks of service, they have added 17 new clients; 2 more are pending.

IV. IMPACTED SERVICES

Due to the high frequency of fluctuations, AAA4 Staff suggest this category be changed to "NEWLY IMPACTED SERVICES."

V. COMPLIANCE (Not including Units of Service)

Area 4 data, contract and fiscal staff report all active, AAA4-funded service providers are currently in compliance.

VI. PERFORMANCE (Units of Service Only)

In accordance with past direction from JPEC, just three classifications have been 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

The figures in the Performance Chart are the cumulative results for the First Quarter of this fiscal year (July 1, 2016 through September, 30 2016).

The "A4 Annual Cost/Unit" is simply the maximum annual award divided by the total number of units the program has agreed to provide during the fiscal year. It can also

be thought of as the average rate Area 4 has agreed to pay for services; however, it is important to keep in mind these are NOT performance-based contracts. Service providers are reimbursed for their allowable costs, not for the number of units they provide – hence the need for simultaneous monitoring of program performance and spending.

When year-to-date or year-end performance is above 100%, then the provider has been operating at a lower A4 cost/unit than originally negotiated. This 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, when year-to-date or year-end performance is below 100%, then the provider has been operating at a higher A4 cost/unit than originally negotiated. This 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. QUALITY ASSURANCE

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

VIII. NEXT STEPS

The recommendations made by JPEC will be noted below and sent to the Governing Board. Affected service providers are welcome to attend either or both meetings and will have an opportunity to briefly speak prior to votes being cast.

The A4 Staff suggestions below are based upon relevant information available at the time, and Staff suggestions are subject to change. Members of JPEC are not obligated to accept suggestions from staff or requests from service providers.

Item	A4 Staff Suggestions for JPEC action	JPEC Recommendation
A ¹	Regarding apparent administrative difficulties with Inc. Senior Citizens of Sierra County, AAA4 staff suggests no further action be taken at this time.	Accept Staff Suggestion.
B ¹	Regarding the end our contractual relationship with California Caregivers, no further action is needed at this time.	No action needed.
C ¹	The Caring Choices Health Promotion – HomeMeds program in Placer County (#3) remains on Watch due to under-performance in the prior fiscal year. They have finished the first quarter at 46% of their scope of service for that 3-month period. AAA4 Staff suggest that a mid-year performance benchmark be set, and that if the provider fails to meet or exceed that benchmark, then JPEC should consider recommending an immediate reduction in award.	Accept Staff Suggestion with a year-to-date Dec 31 benchmark of 100%.
D ¹	While scopes of service have been adjusted and performance levels have changed, AAA4 staff feel three months is not sufficient time to demonstrate whether new patterns of performance have been firmly established; therefore, AAA4 Staff suggest ALL programs that have begun the fiscal year on Watch Status remain on Watch Status.	Accept Staff Suggestion.
E ¹	As to the balance of programs from row #1 through row #73 that have not been cited in this table above, Staff suggest no action be taken at this time.	Accept Staff Suggestion.
F ¹	The programs listed in rows #701 through #909 are shown for informational purposes only. Legal providers cannot control the demand for legal representation; therefore, AAA4 tracks but does not evaluate providers on that service unit. Primary performance measures for Ombudsman and HICAP Services are directly monitored and evaluated by the State of California. The Ombudsman program is showing the number of Complaints/Investigations in lieu of Investigation & Monitoring Hours. They have also stopped showing Elder Abuse Prevention Trainees and have added Ombudsman Facility Visits. AAA4 Staff will continue to work with HSNC to develop county-level targets.	No action needed.
G ¹		

Meeting Notes:

Committee Members present: *Dr. Karpinski-Costa (Chair), Burton, Farrington, Dr. Herman, Luce & Parent.*
Programs Represented: *Caring Choices, 211 Sacramento and Senior Companion Program.*

TO: AAA4 ADVISORY COUNCIL

FROM: Nominating Committee

DATE: November 10, 2016

SUBJECT: Approve Slate of Officers and Nominating Committee for 2017

Discussion

The Nominating Committee is responsible for seeking nominations for each Advisory Council office and for seeking members capable of assuming the responsibilities of said offices.

The Committee met to discuss and selected the following slate of officers.

OFFICER NOMINEES:

Chair:	<u>Pam Epley</u> Name	<u>Sutter</u> County
Vice Chair:	<u>Seth Brunner</u> Name	<u>Yolo</u> County
Secretary-Clerk:	<u>Gloria Plasencia</u> Name	<u>Placer</u> County

NOMINATING COMMITTEE:

Gloria Plasencia	Placer
Charlotte Dorsey	Yolo
Tanna Thomas	Sutter

Additional nominations may be made from the floor during the November 18th meeting.

ACTION ITEM VI. E.

TO: AAA4 ADVISORY COUNCIL
FROM: Nominating Committee
DATE: November 10, 2016
SUBJECT: Elect Slate of Advisory Council Officers for 2017

Discussion

At the Joint the Advisory Council/Governing Board meeting, members will vote to approve the slate of officers presented by the Nominating Committee:

OFFICER NOMINEES:

Chair:	<u>Pam Epley</u> <i>Name</i>	<u>Sutter</u> <i>County</i>
Vice Chair:	<u>Seth Brunner</u> <i>Name</i>	<u>Yolo</u> <i>County</i>
Secretary-Clerk:	<u>Gloria Plasencia</u> <i>Name</i>	<u>Placer</u> <i>County</i>

Additional nominations may be made from the floor during the November 18th meeting. Voting shall be by secret ballot if multiple candidates are nominated for the same office.

TO: AAA4 ADVISORY COUNCIL

FROM: Area Plan Committee

DATE: November 10, 2016

SUBJECT: **Approve Title III-B & III-C Funding Allocations by County and by Service Category for the 2017-2019 Request for Proposals (RFP)**

Staff Recommendation:

AAA4 Staff declines to make a recommendation at this time.

In August of 2015, the Governing Board of Agency on Aging \ Area 4 (AAA4) approved a Community-Centered Approach which directed the Area Plan Committee, a standing committee of the AAA4 Advisory Council, to implement a multi-step process which would culminate in two products: a listing of local priorities, and specific funding recommendations. Due to time constraints, completion of local priorities was moved to December 2016 and January 2017. The Committee met on November 4th and approved the funding recommendations below, as presented by the respective ad hoc County Workgroups. Public input in support of, and in opposition to, these recommendations was received as well.

The funding recommendations made under this action item are specific to the Supportive Services (Title III-B) and Nutrition (Title III-C) programs that will be subject to competitive bid under the next RFP. The allocation amounts are estimations of what AAA4 Staff expect to be available during the first two years of the RFP cycle (July 1, 2017 through June 30, 2019). Beyond that, the Governing Board has the ability to make changes if it deems there is sufficient cause, including but not limited to changes in the availability of funding.

In some cases, County Workgroup recommendations either include or are contingent upon changes in Health Promotion (Title III-D) and Family Caregiver (Title III-E) awards. If the Council approves such changes, then separate Governing Board action may be necessary to implement them. Only the Board has the authority to alter existing awards, and Health Promotion and Family Caregiver programs are already under contract with AAA4 through June 30, 2019.

AAA4 will continue to receive Public Comment on funding recommendations until November, 15, 2016 and will provide said comments to all Council and Board members. Each ad hoc County Workgroup Leader may alter his/her recommendations based upon further public input received or upon other new information that is gathered.

Advisory Council members having an association to a current AAA4-Funded Service Provider do not necessarily have a conflict of interest in this matter. As always, it is incumbent upon each member to declare such relationships, and in accordance with Section 9.3 of the Council Bylaws:

“When there is a question as to the existence of a conflict of interest, the Council Chair shall determine whether or not a conflict does in fact exist, and shall rule accordingly. If a member is deemed to have a conflict of interest, or potential conflict of interest, the member shall not vote on the program under consideration and shall recuse themselves from that portion of the meeting.”

This item only requires a roll call vote if requested by a Council member or if necessary to determine the outcome.

ACTION ITEM VI. G

**TO: A4AA ADVISORY COUNCIL
A4AA GOVERNING BOARD**

FROM: Pam Miller

DATE: November 10, 2016

SUBJECT: FY 2015-16 Annual Report

*Recommendation for Advisory Council Consideration and Governing Board Action:
Accept the FY 2015/16 Annual Report and authorize distribution as appropriate*

Discussion

A draft copy of the newly designed Agency on Aging \ Area 4 Annual Report will be distributed at the November 18 meeting. It summarizes the agency's activities, revenues and expenditures for state fiscal year 2015-16. Suggestions for edits/modifications are welcome.