



A Tradition of Stewardship
A Commitment to Service

NAPA / SOLANO AREA AGENCY ON AGING
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**Advisory Council on Aging (ACOA)
PROGRAM COMMITTEE
MINUTES**

January 28, 2020

11:00 a.m. to 12:00 p.m. - 650 Imperial Way, Napa, CA

CALL TO ORDER - 11:30 a.m.

ROLL CALL

Present: Brenda Burke, Chair; Donna Harris; Mary Kaufmann; Donna Altes; Susan Ensey; Fran Rosenberg; Elaine Clark

APPROVAL OF THE MINUTES – M/S/A

APPROVAL OF THE AGENDA – M/S/A

DISCUSSION TOPICS:

1. **RFP Reviews Scheduled for January 29:** 9:00–2:00, 275 Beck, E&E Room, Fairfield
Review will include: Transportation Services; Visiting / Telephone Reassurance; Senior Nutrition; Legal Services; and Health Promotion

The Committee discussed AAA Staff monitoring and reviewing performance of providers. This is the responsibility of Staff and Staff will inform the Advisory Committee Members as appropriate.

2. **Expenditure Plan for one-time only extra funding of \$492,316:** Elaine Clark reviewed a chart showing the proposed distribution of funds which will all go to Solano County providers. The issue of distributing all funds according to the percentages allocated for each County per the Joint Agreement will be voted upon at the next Oversight Committee Meeting in February.
3. **Future Program Committee Meetings:** The group agreed to explore having meetings in locations with congregate meals. Brenda Burke will reach out and coordinate with Deanna DuPont, Chair of the Communications Committee. Other ideas include scheduling individual Ride-Alongs with Meals on Wheels (MOW) and Tours of the MOW kitchen.
4. **Area Plan Update:** Elaine announced that a contractor will be assisting in completion of the plan.

ANNOUNCEMENTS:

All service providers are scheduled for a meeting with Elaine Clark on Thursday January 30.

Elaine Clark distributed a flyer announcing a February 29 meeting to learn about the Coordinated Entry System and new funding in Solano County to address homelessness.

ADJOURN - 12:15 p.m.

Next Meeting: February 25 - location and time to be determined.