

Napa / Solano Area Agency on Aging Oversight Board Meeting Minutes December 2018

Location: Solano County Board of Supervisors Chambers
675 Texas Street, Fairfield CA 94533

Date: Monday, December 10, 2018

Time: 2:00pm - 4:00pm

Attendees: Elizabeth Patterson, Monica Brown, Brad Wagenknecht, Heather Stanton, Steven Sillen, Xavia Hendrix, Wally Pearce, Bob Sampayan, staff reports from Bela Matyas, Dan Wolk, Joyce Goodwin

Call To Order - 2:00pm; roll call, quorum present

Motion by Brown: Move to approve the agenda of December 10, 2018. Seconded and carried without dissent.

Reports

- Bela Matyas reviewed agenda packet attachment b, multiple components, and exhibit F JEPAs, what it covers and what services Napa and Solano counties will jointly provide to seniors age 60 and over. Reviewed oversight board composition and responsibilities. Also reviewed were how audits will be conducted, how budgets should be approved by each party, how auditors will review and report all receipts, donations will be accepted and donors expectations will be met.
- Members at Large Xavia Hendrix and Wally Pearce draw lots for voting status. Xavia Hendrix- voting member, Wally Pearce-non-voting member.
- Joyce Goodwin discussed the expectation for the Oversight Board to complete Ethics Training as well as Brown Act Training. To be arranged when full complement of Oversight board is in place.
- Bela Matyas discussed Conflict of Interest Code for Oversight Board. Asked that Form 700 be filled out and submitted to Joyce Goodwin by mail or hand delivery as soon as possible. Alternate must fill out form as well.
- Monica Brown - By-Law changes requested - Annual report to be submitted to both Board of Supervisors. It's in staff report, but it should be stated. Monica Brown stated she would like a first and second reading when it comes to By-laws amendment. First reading so everyone has input, second reading for voting. Mayor Patterson expressed concern that a first reading and second reading is confusing. Clean it up and say a reading shall be

agendized and have 30 days, first reading 30 days to it being agendized prior to action. Motion by Brown: 30 days for reading to it being agendized prior to action. Monica Brown: Moved by law changes go forward for Supervisors. Mayor Patterson Seconded. Additional by law changes discussed: Chair and at large members alternates. Mayor Patterson supports. Brad Wagenknecht seconded; majority vote received. By Law changes need to go to each County BOS.

- Joyce Goodwin - Advisory Council needs to have applications drafted and posted. Mayor Patterson suggested sending applications for Advisory Council to jurisdictions to post on transmittal, send to Benicia and Carquinez Village.
- 4 year area plan discussed. New area plan needs to be submitted in 2020. Bela would like feedback for needs assessments for AAA funding from both counties. Health Officers of Napa and Solano counties will work together to do a broader assessment. It will be done some time in the summer next year. Brad Wagenknecht - Napa will do needs assessment between now and summer 2019. It'll run over the next year. Area Plan update for 4th year due May 1, 2019. Will be submitted by Project Manager of AAA.
- Joyce Goodwin reviewed ledger page with list of current contracts with CDA. Bela made corrections to columns on ledger, Joyce explained difference in totals of some contracts.
- Bela discussed \$350,000 final funds remaining that is unspent and not allocated for next month. New RPS's will probably be needed; current contractors will be asked to increase capacity / services first before new RFP's are requested.

REGULAR CALENDAR

1. The Voting Members of the Oversight Board shall elect a Chairperson and a Vice-Chairperson from among their membership; Monica Brown elected unanimous vote
2. Select the next meeting date of the Napa/Solano AAA Oversight Board, select meeting dates of the Oversight Board for Calendar Year 2019, and select the meeting site(s) for Oversight Board meetings; doodle poll to go out immediately, next meeting in Napa. Meetings to be monthly Jan to June 2019. Alternating sites between Napa and Solano.
3. Approve contracts with vendors to provide services required and funded by the California Department of Aging for eligible residents of PSA 28, all contracts will be for the period of six (6) months beginning January 1, 2019 through June 30, 2019; potential contract vendors are AAA PSA 4 (Greater Sacramento for Ombuds Services - Napa service area, Bay Area Legal Aid, Collabria Care, Community Action of Napa Valley, Faith in Action, Legal Services of Northern California, Meals on Wheels Solano County, Molly's Angels, Ombuds Services of Contra Costa & Solano - Solano service area, Independent Living Resources of Solano & Contra Costa Counties, Stella Wu-Chu, Innovative Health Solutions (SNAP_Ed), WellSky, County of Sonoma will subcontract with Petaluma Peoples Services Center, and authorize the AAA Executive Director to complete and sign these contracts, and direct AAA staff to provide the Oversight Board

with an updated list of approved vendor contracts for these services by December 31, 2018. Approved unanimous vote

Public Comments

- Brenda Crawford Senior Representative stated she wants to make sure area plan takes into consideration Older Californian Protection Act.
- Pastor Dawn Wokinski from Vallejo commented that the Board is mostly white. Need assessment to do outreach to people of color.
 - Father Fuentes commented on a remarkable different feeling to see how open the oversight board is. He feels good, and feels the needs of seniors are going to be fulfilled and met.
 - Brenda Crawford also commented on feeling good about meeting. She expressed concern about the make-up of the board and would like to see an African American on the Oversight Board. She's pleased with the way it was pulled together.

Meeting adjourned at 3:45p

Action items	Owner(s)	Deadline	Status
Oversight Board to complete Ethics Training/Brown Acts Training	Joyce Goodwin	As soon as Possible	
Oversight Board to complete 700 Form	Joyce Goodwin	As soon as possible	
Advisory Council applications drafted	Joyce Goodwin	As soon as possible	
Post Advisory Council applications on transmittal, send to Benicia, Carquinez Village, Rio Vista and Dixon, all 7 regions	Joyce Goodwin	As soon as possible	