

Sonoma County Area Agency on Aging

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AAA ADVISORY COUNCIL PLANNING & FUNDING COMMITTEE MINUTES 3725 Westwind Boulevard, Suite 101, Santa Rosa Carnelian Room Wednesday November 4, 2015 1:00-2:30 PM

Attendees: Judith Eisen, Sumedha Mona Khanna, MD, Margaret Loftus, Bob Picker, Jim Redding, Ruth Robeson, Diane Spain

Staff: Rhiannon Coxon, Norine Doherty, Tracy Repp, Susan Sudduth

Absent: Don Streeper

1. WELCOME & INTRODUCTIONS: The meeting was opened with a welcome to all and introductions were made.
2. APPROVAL OF OCTOBER MINUTES (ACTION) (Spain): Redding/Eisen MSC
3. REVIEW WORK PLAN AND PROJECT CALENDAR (Spain):

The following objectives were reviewed:

- Objective 1: Participate in Area Plan process
- Objective 2: Provide guidance to staff on contractor performance
- Objective 3: Provide guidance to staff on RFP process

The Project Calendar provides a timeline for the specific projects relating to the above objectives.

4. DISCUSS ONE-TIME-ONLY FUNDING (Repp/Coxon)
 1. Staff Recommendations: The staff's recommended allocations were reviewed. This new funding also requires a public hearing which will be held on Dec. 2, 2015.
 2. Approve Funding Allocations (Action): Eisen/Khanna MSC
5. REVIEW 2015-16 1st QUARTER SERVICE PROVIDER PERFORMANCE SUMMARY (Coxon): The summary includes new service providers and programs. The year-to-date figures were discussed.
6. DISCUSSION OF AREA PLAN 2016-2020 NEEDS ASSESSMENT SURVEY, ACTIVITIES, AND PROCESS (Repp/Coxon)
 1. *Review Needs Assessment Survey Analysis Report:* Created by the Planning, Research, Evaluation and Engagement Division of Human Services. The survey is completed every four years. 1,576 survey responses were received, includes both the hard copy and online responses. 6% of the total responses were Spanish. A suggestion was made that the analysis report include a glossary to help clarify the findings.
 2. *Review Focus Group Analysis Report:* Coxon will distribute hard copies of the survey analysis and focus group analysis reports to the committee members.

7. DISCUSSION OF AREA PLAN 2016-2020 (Repp/Coxon)

1. Review Goals and Objectives in Area Plan 2014-15 Update: The goals and objectives development were discussed, and revised as follows:

Goal 1: Expand awareness of and access to available services and supports for seniors, their families and caregivers.

Goal 2: Enhance the safety, mental and physical health and wellbeing of seniors of all ages, emphasizing preparing for healthy aging throughout the lifespan.

Goal 3: Strengthen our community's capacity to assess, plan for, and respond to the increasing needs of Sonoma County's senior populations.

Goal 4: Involve and engage seniors as a valuable resource in the community.

2. Approval of Goals (Action): A motion made by Picker and seconded by Eisen to approve the goals as amended was unanimously approved.
3. Other Ideas for Area Plan: Homework for the committee members is to review the objectives and to add their suggestions. The next meeting will include an in-depth discussion of the goals and objectives.

8. ADJOURN: Adjourned at 2:25 p.m.

NEXT MEETING
December 2, 2015 @ 10:00 a.m.
Off-schedule

Attachment: October Meeting Minutes
Planning and Funding Committee Work Plan
AAA Project Calendar
Staff Recommendations for One-Time-Only Funding
First Quarter Service Provider Performance Summary
Goals and Potential Objectives for Area Plan 2016-2020