



**AAA ADVISORY COUNCIL  
PLANNING & FUNDING COMMITTEE MEETING**

Wednesday, June 7, 2017

Carnelian Room

1:00 p.m. – 2:30 p.m.

**MINUTES**

**Present:** Judith Eisen, Sumedha Khanna, Susan Kornblatt-Idell, Bob Picker, Jim Redding, Ruth Robeson, Rabon Saip

**Absent:** Diane Spain, Laurie White

**Staff:** Tracy Repp, Rhiannon Coxon, Nancy Martin

**Minutes:** Victoria González-Allen

1. **WELCOME AND INTRODUCTIONS** (Robeson acting chair for Spain) – meeting called to order at 1:09 p.m.
2. **APPROVAL OF MARCH AND APRIL MINUTES** (No meeting in May) (**ACTION**) (Spain)
  - Motion to approve the March 1, 2017 meeting minutes. Eisen/Redding (MSC) to approve as corrected; motion approved unanimously. Corrections: item 3J – Abstained: Kornblatt-Idell; Not present: Gillespie (Gillespie has left the Advisory Council and Committee as of May); Eisen was not present.
  - Motion to approve the April 5, 2017 meeting minutes. Redding/Picker (MSC) to approve as corrected; motion approved unanimously.
3. **SELECTION OF NEW CHAIR PERSON**
  - Eisen/Khanna nominate Susan Kornblatt-Idell for Planning and Funding chair position; Kornblatt-Idell declined nomination.
  - Request to add discussion of committee chair selection to Advisory Council 6/21/17 agenda.
4. **REVIEW QUARTER 3 SERVICE PROVIDER PERFORMANCE REPORT**
  - Report reviewed. Committee questioned contracted performance measures instances where performance is less than 75% by 3<sup>rd</sup> Quarter end and where performance is over 100%. Staff advised totals include all services each service provider delivers and that AAA funds approximately 1/3 of their total budgets. Eisen would like to be able to determine units provided by AAA funding. Staff advised there would be discussion with providers after staff creates quarterly report and will report outcomes of discussion at the meeting where quarterly reports are brought to committee.
5. **FY17/18 STANDARD AGREEMENT** – California Department of Aging Contract
  - Standard Agreement for Older Americans Act services has been received and allocation is less than received in FY16/17. Staff advised the need to wait for final local, state, and federal budgets to determine actual funding levels before action.

## 6. STAFF REPORT

- Funding Priorities – deferred to September committee meeting as there is no action to take at this time.
- Focus Group Follow-Up – Area Plan Needs Assessment follow-up focus groups are being planned at the locations originally visited in 2015 to advise on outcomes and ask additional questions to assess current needs. To date, a focus group is scheduled with Coastal Seniors, June 28; and Vintage House/LGBT August 25, 2017. Additional focus groups will be scheduled with Spanish speaking groups, service providers, and Adult & Aging Division staff.
- Nutritionist Procurement – Chris Bekins is not renewing her contract as the AAA Nutritionist which expires on 6/30/17. Staff released a Request for Applications and has received responses from interested parties.
- III-D Health Promotion Procurement – Will be released during the summer possibly August. Planning & Funding Committee to discuss in September. Will request proposers to submit any evidence-based health promotion programs.
- Service Provider Meeting July 18 at 1:00pm. Meeting to discuss changes in contracts as a result of the California Department of Aging (CDA) monitoring of last year. Khanna requested a report back to the committee after the meeting.
- Coxon is in process of creating Case Management Guidelines for case management service providers which has been included in the FY 17/18 contract with the 3 Case Management service providers. Goal is to ensure case management services are provided in a more uniform manner and meet OAA regulations.

## 7. ADJOURN – meeting adjourned 2:29 p.m.

NEXT MEETING  
September 6, 2017 @ 1:00 pm