



Human Services Department
COUNTY OF SONOMA



SONOMA COUNTY AREA AGENCY ON AGING
3725 Westwind Blvd., Ste. 101
Santa Rosa, CA 95403

Karen Fies
Department Director

Diane Kaljian
Assistant Department Director
AAA Director

Ana P. Bagtas
Director, Adult & Aging Services Division



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

Wednesday, September 6, 2017
Carnelian Room
1:00 p.m. – 2:30 a.m.

MINUTES

Present: Judith Eisen, Jenny Helman, Susan Kornblatt Idell, Bob Picker, Jim Redding, Diane Spain

Absent: Laurie White

Staff: Tracy Repp, Rhiannon Coxon

Minutes: Victoria González-Allen

1. **WELCOME & INTRODUCTIONS** (Spain, Interim Chair) meeting called to order at 1:03 pm; all welcome and introductions were made.
2. **APPROVAL OF JUNE MINUTES:** (Spain, Interim Chair) (**ACTION**) a motion to approve the June 7, 2017, Planning & Funding committee minutes. Redding/Piker (MSC) to approve minutes as presented; motion approved unanimously.
3. **CHAIR POSITION VACANCY** – motion by Eisen to elect Spain as Planning & Funding, Chair Pro-Tem. AYES – 5 no one opposed, no one abstained.
4. **PROCUREMENTS** (Spain, Interim Chair/AAA Staff)
 - Nutritionist – Chris Bekins, previous nutritionist resigned as of 6/30/17. Suzanne McDonald was selected as her replacement. The nutritionist performs regulatory review of nutrition programs. Repp will schedule Suzanne McDonald to attend an Advisory Council meeting to introduce herself.
 - Title IIID Funding – Procurement for IIID funding left unspent when the Administration for Community Living (ACL and Older Americans Act Funder) required that IIID funding be limited to evidence-based programs, which Memorial Hospital’s medication management program didn’t meet. Request for Proposal was released and AAA received one proposal from Redwood Caregiver Resource Center (RCRC) who was awarded for their evidence-based caregiver programs.
5. **CHAIR REPORT** (Spain, Interim Chair)
 - Past 2 years were very busy due to completing Area Plan 2016-2020 and Request for Proposal (RFP) for OAA programs for 2017-2021. FY 2017-18 will be time for planning.
 - FY 2016-2017 OAA Contract Monitoring occurred in early 2017. Advisory Council members are encouraged to attend/participate in a monitoring. It is important for program performance and to get a close look at how the programs work.
 - Repp – Area Plan discussion – This is year two of Area Plan and need to consider the planning process for the 2021-2024 Area Plan. Annual updates of the Area Plan are due in May to the California Department of Aging (CDA).

- Repp - CDA Contract Amendment for One-Time-Only funding will most likely be released soon. Funding recommendations will be provided by staff and approved by the Planning & Funding Committee, then presented to Advisory Council for final approval.
- Repp – Due to potential federal funding reductions, suggesting group reviews Funding Priorities at October meeting. County also in reduction mode and most likely will not be able to provide county funding if reductions occur. Eisen suggested looking at needs assessment survey results to help with decision making for possible reductions.
- Repp – At June county budget hearings, nutrition funding was proposed to be reduced by \$100,000. Council on Aging and Petaluma People Services Center advocated and received additional county funding as well as funding for Coastal Seniors nutrition program.
- Outreach to Latino community - will be attending La Voz staff meeting on September 19, 2017 to discuss needs in the community and provide Focus Group results from 2015.

5. SERVICE PROVIDER MEETING RECAP (AAA Staff)

- The July meeting was a focus group style meeting. Micheline Kirby, ED of Coastal Seniors stated the need for services in the coast area and suggested scheduling mobile units visit monthly, or quarterly to include services such as Adult Protective Services, Veterans, and In Home Supportive Services. All providers stated more transportation options are needed. Housing continues to be a big issue. California minimum wage law is hurting the non-profits as if wages need to be increased for all levels of employees, which raises wages for all. Seeing an increase in serving younger. Advised that when the word “senior” is attached to a program, they get less attendance. When they don’t use “senior” they see an increase, as well as attendees are generally 60+.

6. CASE MANAGEMENT PROVIDER MEETING RECAP (AAA Staff)

- Met in August. Providers are: West County Community Services (WCCS), Council on Aging (COA), Linkages, and Petaluma People Services Center (PPSC). Discussed creating Case Management Guidelines for program consistency – draft reviewed and input from providers received and currently in draft form. Also discussed the California Department of Aging requirement (as discussed at the CDA April 2016 monitoring exit meeting), to begin reporting the number of Information & Referral (I&A) contacts which historically had been combined with Case Management. CDA wants separate reporting for Case Management and I&A. Coxon will finalize case management guidelines, and will provide technical assistance in tracking of I & A.

7. FOCUS GROUPS RECAP (AAA Staff)

- Coastal Seniors (Mendonoma) Repp and Erickson held meeting in Gualala. Many of the same needs as in 2015; isolation, need more services, more transportation. Coastal Seniors received funding for a vehicle to drive people in to Sonoma County.
- LGBTQI focus group was held on August 25, at Vintage House in Sonoma. Turn out very light. Much discussion of infrastructure needs sidewalks, crosswalks, as well as mobile home evictions targeting seniors. Advised the need for a Spanish speaking group at Sonoma Valley. Spain to obtain West County data from Age Friendly meeting she facilitated last week.

8. REVIEW FY 2016-17 YEAR-END CONTRACTOR PERFORMANCE (AAA Staff)

- Coxon reviewed with committee. Eisen requested the report only show performance achieved up to 100%, which would indicate the provider has met the requirement for AAA funding (many providers have other funding sources included in report)

9. ADJOURN (Spain): meeting adjourned at 2:25 p.m.

Next meeting: **Wednesday, October 4, 2017 at 1:00 pm**