



Human Services Department
COUNTY OF SONOMA



SONOMA COUNTY AREA AGENCY ON AGING
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**AAA ADVISORY COUNCIL
PLANNING & FUNDING COMMITTEE MEETING**

Wednesday, October 4, 2017
Carnelian Room
1:00 p.m. – 2:30 p.m.

MINUTES

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

Absent: Bob Picker, Laurie White

Staff: Tracy Repp

Minutes: Victoria González-Allen

1. WELCOME & INTRODUCTIONS (Spain, Interim Chair) - meeting called to order at 1:01 pm; all welcomed.

2. APPROVAL OF SEPTEMBER MINUTES: (Spain, Interim Chair) (**ACTION**) - motion to approve the September 6, 2017, Planning & Funding Committee minutes. Eisen/Redding (MSC) to approve minutes with correction to Susan from Susanne in the roll call; motion approved unanimously with correction.

3. REVIEW FUNDING POLICIES AND PRIORITIES (Spain, Interim Chair)

- Process review of priority selection, group discussion, priorities align with Area Plan needs assessment/survey.
- For next round of survey/needs assessment prepare in advance to ensure wider distribution and increased response rate.
- Separate Information & Assistance (I&A) from Case Management.
- Transportation/Mobility Management change priority from 2 to 3.
- Continuation of Funding Priorities FY 2017-2021 cycle to be reviewed at next meeting.

4. DISCUSS AREA PLAN STANDARD AGREEMENT ADMENDMENT #1 (Repp)

- Discussed California Department of Aging (CDA) Older Americans Act Standard Agreement Amendment #1 which included One-Time-Only (OTO) Funding. Advised of general processes of Standard Agreements, how due to not receiving the FY 17/18 early enough to meet county process timelines, FY 16/17 budget numbers were used. When initial FY17/18 Standard Agreement received, it was for approximately \$34K less than FY16/17 therefore contracts are exceeding funding received. AAA staff will bring recommendations to P&F next month in hopes that OTO will offset difference.
- Group discussion on CDA budget worksheet.

5. HICAP Meeting (Repp)

- CDA advised HICAP funding would remain intact through March 2018. HICAP contract serves 4 Planning & Service Areas; Sonoma, Marin, Lake/Mendocino, and Napa/Solano. MOU is in place with each PSA and part of MOU states there are to be quarterly meetings, and Advisory Council members are invited to HICAP meeting. There will be one in-person meeting and 2 phone meetings. In-person meeting schedule January 17 from 10:30 – 11:30. Ongoing

meeting via phone are the second Thursdays, April 12 10:30-11:30 and August 9. Intent of meeting is to go over best practices and discuss performance measures.

6. SETTING FY 2017-18 WORKPLAN (Repp)

- Invite Judy Erickson to next meeting for discussion of monitoring and sign-up schedule.
- On Work plan, update to funding should be before request for proposal (RFP), review annually and update when needed.
- Objective 4, change to March/April (Participate in area plan process)
- Objective 5, Senior Resource Guide (SRG) inclusion policy – P&F Committee to have sub-committee to set Inclusion Policy. Request is for staff to review other county's policies and report back.

7. ADJOURN (Spain): meeting adjourned at 2:28 p.m.

Next meeting: **Wednesday, November 1, 2017 at 1:00 pm**