

VENTURA COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL MEETING



March 12, 2014

9:00 a.m. to 11:30 a.m.

Area Agency on Aging Advisory Council Center
646 County Square Drive, Ventura (805) 477-7300

AGENDA

- 9:00 a.m.
1. Call to Order and Agenda Review Nancy Rowe
 2. Pledge of Allegiance Nancy Rowe
 3. Approval of Area Agency on Aging Advisory Council Minutes of January 8, 2014 Nancy Rowe
 4. Public Comments Nancy Rowe
- Procedure: The public is welcome to comments. All comments not related to items on the agenda may be made at the beginning of the meeting only.
5. Consent Agenda Items Nancy Rowe
 - 5.1a Optimal Aging Committee Report from January 22, 2014
 - 5.1b Optimal Aging Committee Report from February 26, 2014
 - 5.2 By-Laws Committee Report from January 14, 2014
 - 5.3 Senior Nutrition Committee Report from January 27, 2014
 - 5.4 Legislative Committee Report from January 8, 2014
 - 5.5 Housing and Transportation Committee Report from January 14, 2014
 - 5.6 Health Issues Committee Report from February 18, 2014
 - 5.7 Outreach Committee Report from January 29, 2014

DISCUSSION ITEMS/PRESENTATION/MOTION

- 9:15 a.m.
- 6.1 FY 2014-2015 VCAAA Strategic Plan Update Public Hearing Nancy Rowe
 - 6.2 Approval/Modification/Discussion of VCAAA FY 2015-2015 Strategic Plan Update Nancy Rowe
 - 6.3 Independence At Home Karen Markel
 - 6.4 By-Laws Committee Report from January 14, 2014 and February 20, 2014 and Recommendation to the Advisory Council to Approve Changes to Policy and Procedure III-B Membership Selection, III-C Member Responsibilities, III-D Selection of CSL Members, III-F Guidelines for the Election of Representatives from Councils on Aging or City Representatives, III-H Advisory Council Meeting and Committee Meeting Structure and III-N In-Memoriam Wall: Criteria for Inclusion. Nancy Rowe

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|-----|--|----------------|
| 6.5 | Housing and Transportation Committee Meeting Report from February 11, 2014 and Recommendation that the Advisory Council Adopt the universal design concept included in Attachment A and B; encourage the County to incorporate universal design guidelines when building senior housing; encourage each Advisory Council on Aging/City representatives to take back Simi Valley's senior housing liaison model and encourage their council on aging to adopt it; and encourage local cities, builders and planners to look at and build communities of purpose when designing and approving new housing. | Mel Silberberg |
| 6.6 | Formation of Nominating Committee for Election of Officers and One (1) Service Provider for FY 2014-2015, (3) California Senior Legislature Representatives for FY 2014-2018 | Nancy Rowe |
| 6.7 | Quarterly Grantee and Direct Service Performance Report | Brian Murphy |
| 6.8 | Senior Nutrition Committee Report from February 27, 2014 and recommendation that the Advisory Council approve the list of core senior nutrition program equipment eligible for one-time-only funds and that any remaining one-time-only funds will be used for the provision of additional meals. | Toni Olson |
| 6.9 | Optimal Aging Committee Update | Sylvia Stein |

INFORMATIONAL ITEMS

- | | | |
|--------------|---|-----------------------|
| 7. | Advisory Council Meeting Schedule | Victoria Jump |
| 8. | CSL /TACC Update | June
Glasmeier |
| 9. | California Commission on Aging AgeWatch for January and February 2014 | Nancy Rowe |
| 10. | Committee Membership List for FY 2013-2014 | Victoria Jump |
| 11. | Social Media Survey | Elizabeth
Renteria |
| 12. | Form 700 Reminder | Monique
Nowlin |
| 13. | SNAC – Recruitment for New Representative | Darlene Benz |
| 14. | Comments from the Chair | Nancy Rowe |
| 15. | Other Business | Nancy Rowe |
| 11:30 am 16. | Adjournment | Nancy Rowe |

*9:15 am time certain

The next meeting will be:

May 14, 2014 (9:00 a.m. – 10:30 a.m.)
 Area Agency on Aging Advisory Council Center
 646 County Square Drive, Ventura

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Area Agency on Aging staff at (805) 477-7300 at least five days prior to the meeting.

VENTURA COUNTY AREA AGENCY ON AGING
ADVISORY COUNCIL MEETING MINUTES

Advisory Council Center
646 County Square Drive, Suite 100
Ventura, CA 93003
January 8, 2014

Advisory Council Members Present

Tony Bellasalma (Moorpark COA)	Karen King (Camarillo COA)
Darlene Benz (Immediate Past Chair)	Benamina Montoya (Moorpark COA)
Paul Boog (Port Hueneme COA)	Joyce Pinkard (Supervisory Appointee)
Karen Cline (Simi Valley COA)	Ginny Rockefeller (Ojai COA)
Ady Esparza (Oxnard COA)	Nancy Rowe (Oxnard COA)
Luis Espinosa (Camarillo COA)	Mel Silberberg (Supervisory Appointee)
Rosemary Flores-Gordon (Service Provider)	Sylvia Taylor Stein (Service Provider)
Rose Gossom (Supervisory Appointee)	Donna Voelker (Fillmore COA)
Nick Fotheringham (Thousand Oaks COA)	Max VanderWyk (Supervisory Appointee)
Lawrence Hartmann (CSL)	Beverly Whittaker (Ventura COA)
Lisa Hayden (Supervisory Appointee)	
Nancy Healy (Thousand Oaks COA)	
Vivian Johnson (Fillmore COA)	

Advisory Council Members Absent

Wayne Evans (Supervisory Appointee)
June Glasmeier (CSL)
Antoinette Olson (Simi Valley COA)

VCAAA Staff Present

Victoria Jump	Katharine Raley
Monique Nowlin	Elizabeth Renteria
Brian Murphy	

Guests

Phil Chandler	Lisa Powell
Andrea Gallagher	Tim Wilbur
Terri Helton	Donald Todd
Steve Lehmann	
Kathleen Ahern	

- 1. Call to Order** - The meeting was called to order at 9:05 a.m. by Chair Nancy Rowe (Oxnard COA),
- 2. Pledge of Allegiance** – Nancy Rowe led the Pledge of Allegiance. A quorum was present.

3. **Approval of Area Agency on Aging Advisory Council Meeting Minutes** - The minutes of the November 13, 2013, meeting were approved with one correction. Bill Witt was present at the meeting (Bellasalma/Espinosa/Passed).
4. **Public Comments** – There were no public comments
5. **Consent Agenda Items** – the consent agenda containing the Health Issues Committee Report from November 5, 2013, the Senior Nutrition Committee Report from November 18, 2013, and the Legislative Committee Report from November 13, 2013 were accepted (Boog/Healy/Passed).
6. **Discussion Items/Presentation/Motion**

- 6.1 **By-Laws Committee Report from December 3, 2013 and the Recommendation to the Advisory Council to Approve Policy and Procedure III-G – Advisory Council Contractual Procedure** – Nancy Rowe presented the item. She notified the council that the committee discussed revising the by-laws, specifically allowing multiple year terms on the council, allowing senior center directors to recommend members to the city council in absence of a council on aging, defining the responsibilities of executive committee members, CSL members and other positions that the AC members elect and defining all committees in the by-laws. Additionally, the committee discussed the existing policy regarding the use of one-time-only funds and included one-time only provisions into the policy. The committee is recommending that the full advisory council approve revisions to Policy and Procedure III-G – Advisory Council Contractual Procedure.

Motion to approve: Paul Boog

Second: Luis Espinosa

Abstention – there were no abstentions

Motion approved by a voice vote

- 6.2 **Nominating Committee Report from December 23, 2013 - Election of Five (5) Special Population members for terms ending June 30, 2015.** Monique Nowlin presented the report on behalf of the committee. The committee met via teleconference on December 24, 2013, to discuss the need for filling the five new special population seats. The committee recommended that per the by-laws, an election be held to elect five special population representatives for FY 2014-2015 (1 ½ year term). The committee recommended that the following slate be presented:

LGBT – Charles McDermott

Behavioral Health – Dalila Sankaran

Disability – Ricardo Melendez

Veteran – Donald Todd Sr.

Family Caregiver.

Motion to approve: Tony Bellasalma
Second: Donna Voelker
Abstentions: There were no abstentions

There being no nominations from the floor, the slate presented was approved by a voice vote.

The questions given to the nominees in advance and answered at the meeting were:

1. The Advisory Council meets seven times a year and committees meet as many as ten (10) times a year. As a service provider you are expected to attend all Advisory Council meeting and serve on at least one committee. Are you prepared to agree to this time commitment?
2. What do you see as priorities for senior services in the near future and long term?
3. What prospective, talents and skills would you bring to the advisory council?

Donald Todd Sr. and Sue Tatangelo were present to answer questions. Charles McDermott was not able to make the meeting due to a weather related flight cancellation. After the report was read, Nancy Rowe called for nominations again from the floor. There being none, she closed the slate and called for the election. The slate as presented was approved by a voice vote.

- 6.3 **Quarterly Grantee and Direct Service Report.** Brian Murphy presented the first quarter data and answered Advisory Council questions. The council asked a lot of questions about the corrective action plan process and requested the report to be printed in the future with a larger font size.
- 6.4 **Research Study Regarding Continuing Education.** Karen Gorback gave a short presentation regarding a feasibility/labor market study at Ventura College for the potential professional development training for certified enhanced home health care provider, certified senior advisor and certified aging in place specialists.
7. **Advisory Council Meeting Schedule** - The meeting schedule for FY 2013-2014 was included for informational purposes.
8. **CSL/TACC Update** – Larry Hartmann gave the report. He has a copy of the CSL top ten proposal and their annual conference book for members that would like to see it.
9. **Committee Membership List for FY 2013-2014** - The list was included for informational purposes.
10. **Comments from the Chair** – Chair Nancy Rowe did not have any comments.
11. **Other Business** –

Larry Hartmann – Larry thanked the staff for the holiday luncheon.

V Jump – notified the council about the National Council on Aging Benefit Enrollment Center grant that was received and said more information would be forthcoming.

12. **Adjournment** – the meeting was adjourned at 10:25 a.m.(Voelker/Johnson/Passed)

TO: VCAAA Advisory Council Members

FROM: Sylvia Taylor Stein, Committee Chair

DATE: January 22, 2014

SUBJECT: Optimal Aging Committee Meeting Report from January 22, 2014

Optimal Aging Committee Members Present

Toni Olson (City of Simi Valley Representative)

Sylvia Taylor Stein (Service Provider)

Karen King (City of Camarillo Representative)

Karen Cline (City of Simi Valley Representative)

Ginny Rockefeller (City of Ojai Representative)

Optimal Aging Committee Members Absent

None

VCAAA Staff Present

Victoria Jump

Monique Nowlin

Elizabeth Renteria

Guests

None

1. **Call to Order** – The meeting was called to order at 1:00 pm. A quorum was present.
2. **Welcome and Introductions** – Everyone present introduced themselves.
3. **Public Comments** – None.
4. **Election of Committee Chair** – Election of Committee Chair – Sylvia Taylor Stein was elected committee chair.
5. **Discussion Regarding Purpose and Scope of the Committee** – Staff provided a brief overview as to how the committee came to be formed and left it up to the committee to decide what the scope of the committee would be. Since this was the inaugural meeting of a new committee the committee took some time discussing what optimal aging meant to them and what it should look like. There was some consensus that it should involve the following:
 - a. Civic engagement – volunteering/community service
 - b. Circle of friends
 - c. Healthy lifestyle
 - d. Healthy mindset

The optimal senior is resilient and curious.

Agenda Item #5.1a

Committee members discussed how to expand awareness and bring more people in the circle of friends. Often a person is not aware of how small that circle is until their spouse and close friends die. One group member felt that the ideal time to start preparing for later years was age 45 which led to the question “what advice would you give your 45 year old self?”

1. Get involved in the community now and expand your circle of friends.
2. Become aware of what the community you live in has to offer and visit those places.
3. Include physical activity and when possible and do it as part of a group. A physical activity that you do alone when you are younger will still be done alone when you are older.
4. Consider that you will eventually retire – figure out what types of activities you like to do and the cost and if it’s not something you can afford when you are older learn something new or save/store up
5. Develop your bucket list – what have you not done and are still interested in doing?
6. Make plans for what you want your life to look like at 60 years old, 70 years old and so on.
7. Start saving money
8. Think ahead, how your life is at 45 will not be like that forever.
9. Work on the emotional/spiritual and mental parts of you
10. Get involved with church
11. Plan for not working and always having a job
12. Get connected in a purposeful way.
13. Live to exist and not exist to live
14. Become better connected to the community as a person

6. Discussion Regarding Possible Goals and Committee Projects – Committee members discussed ways in which they could encourage more seniors to get involved in their communities and encourage people to develop a circle of friends if they don’t have one or create a larger one if they do. Some of the ideas included:

1. Create opportunities for people to get involved.
 - a. Knit together technology and people of different
 - b. Encourage interactions between different groups - seniors/youth, graduates and business professionals, etc.
 - c. Have seniors use their knowledge to teach others
 - d. Increase the visibility of councils on aging as an opportunity for civic engagement
2. Create opportunities for seniors to develop a circle of friends
 - a. Encourage seniors to try new things and get out of their comfort zone – how can they step out of the box?
 - b. Develop phone support groups around issues and topics (example women with older husbands, etc.)
3. Work to overcome the stigma of ageism
4. Conduct an inventory of Advisory Council members and a means to start the discussion. Possible questions:
 - a. What is your passion?

Agenda Item #5.1a

- b. What are your skills and what skills are you willing to teach others?
- c. What has brought you the greatest joy?
- d. If you were going to be a mentor, what would be your area of expertise?
- e. What do you get from volunteering?
- f. What countries have you lived in?
- g. What is your favorite country to travel to?
- h. What are one or two things that you still want to do?
- i. Do you have a musical talent, if so what is it?
- j. What did you want to do for a living when you were a kid?
- k. What is your secret of aging optimally?

7. Other Committee Involvement/Notification – none required at this time.

8. Other - there were no other items discussed.

9. Next meeting date – February 26, 2014 from 1-2 pm

10. Adjournment: The meeting was adjourned at 2:05 pm.

TO: VCAAA Advisory Council Members
FROM: Sylvia Taylor Stein, Committee Chair
DATE: February 26, 2014
SUBJECT: **Optimal Aging Committee Meeting Report from February 26, 2014**

Optimal Aging Committee (OAC) Members Present

Toni Olson (City of Simi Valley Representative)
Sylvia Taylor Stein, Chair (Service Provider)
Karen King (City of Camarillo Representative)
Ginny Rockefeller (City of Ojai Representative)

Optimal Aging Committee Members Absent

Karen Cline (City of Simi Valley Representative)
Bill Witt (California Senior Legislature), Excused

VCAAA Staff Present

Christine Voth
Victoria Jump
Monique Nowlin
Elizabeth Renteria

Guests

None

1. **Call to Order** – The meeting was called to order at 1:00 pm. A quorum was present.
2. **Welcome and Introductions**
3. **Public Comments** – None.
4. **Approval of Committee Minutes** – Minutes from the meeting held on January 22, 2014 were approved.
5. **Discussion of Committee's Purpose and Scope and Mission Statement** - Sylvia Taylor Stein shared pertinent information from a recent issue of AARP Magazine, (February/March 2014). Staff will e-mail the articles to committee members.

After review and discussion, committee members agreed to the mission statement, goals, and objectives listed below.

Mission Statement - The mission of the Optimal Aging Committee is to encourage and inspire older adults to enhance the quality of their lives, to maintain their identity and independence, to foster self-direction and to encourage them to be engaged and productive in a variety of activities regardless of disabilities or adverse medical conditions. The committee will accomplish this by exploring and recommending methods, programs, services and educational tools.

Goals and Objectives

GOAL #1: Involve the full Advisory Council in the process of fulfilling the mission statement:

Objective:

1. Make a presentation to the full Advisory Council and survey the members about optimal aging. Include questions related to the use of social media on the survey. (See Agenda Item #6 for details.)

GOAL #2: Develop recommendations/create opportunities for older adults to become more involved in the community.

Objectives:

1. Encourage interactions among different groups such as seniors and youth, graduates, business professionals, churches, social clubs, etc.

Discussion: There was discussion of (a) extreme loneliness experienced by residents in long-term care facilities; and of making churches aware of the opportunities for involvement with seniors by making friendly visits to visiting long-term care facilities; and (b) an example of interaction would be encouraging young adults and/or peers to teach computer use.

2. Encourage seniors to use their knowledge and experience to teach others.
3. Encourage volunteerism (moved from Goal #4).
4. Encourage lifelong learning.
5. Encourage opportunities for civic engagement.

Discussion: This might be accomplished by increasing the visibility of local senior leadership organizations such as councils/commissions on aging, senior center advisory groups, etc.

GOAL #3: Develop recommendations and resources for older adults to develop a circle of friends.

Objectives:

1. Encourage seniors to get out of their comfort zone and to try new things.
2. Identify and encourage telephone support groups around issues and topics of special interest.
3. Knit together technology and people of different ages.

GOAL #4: Develop strategies to help older adults in the general population overcome the stigma of ageism through collaboration and cooperation.

Discussion: When did ageism start? When technology (computers) began replacing human interaction; increased extracurricular activities and changes in the family structure (loss of a nuclear family) leading to a decline in communication among family members; things that once were learned in the home are not available anymore (respecting elders, etiquette, manners, how to dress/interview for a job, etc.). Outreach and education may help to mitigate the stigma of ageism.

1. Encourage the identification and development of mentoring skills.

Discussion: Many older adults have the capacity to be excellent role models. Identify and/or develop core individuals/groups to mentor on core topics such as Table Manners, How to Interview, Understanding the Impacts of Social Media (such as using appropriate language on Facebook)

2. Encourage volunteerism.
3. Encourage intergenerational activities.
4. Encourage sharing and documenting of life stories.

Discussion: Some older adults have amazing life stories, including people in assisted care, nursing and hospice facilities. Encourage the recording of their stories, possibly by young people urge them to share these stories especially with their peers. Sylvia Taylor Stein suggested creating a website, "Heritage of Ventura County," to showcase these stories and to utilize student at the Brooks Institute to create videos. Elizabeth Renteria shared that the VCAAs website has "Senior Tube," which already features video interviews of some local seniors. Information was also shared about how students at Moorpark College create stories about older adults using poster boards.

6. Discussion of Advisory Council – Informing and Surveying Council

After discussion, committee members agreed to acquaint the Advisory Council with the committee by (1) Doing a brief presentation at the March 12 meeting sharing the mission, explaining what the committee is about and announcing the Optimal Aging Committee's upcoming survey of Advisory Council members; (2) conducting a survey (see below); and (3) summarizing survey responses at the Advisory Council meeting on May 14.

All except two Advisory Council members have e-mail. The survey will be e-mailed to those who have e-mail; and for those who do not have e-mail, staff will assist them with the completion of the survey. The survey will be done using Survey Monkey. A link will be provided to Survey Monkey in the e-mail. The committee discussed and agreed upon the survey questions shown below.

1. What, if anything, do you fear about aging?
2. What is your personal definition of successful aging?
3. What is the #1 thing you have done to age well?
4. What has surprised you (good or bad) about growing older?
5. Knowing what you know at your current age, what advice would you give your 40-year old self about how to prepare for successful aging?
6. What is your passion, i.e., what has brought you the greatest joy?
7. How would you describe your willingness to learn new things?
8. What are one or two things that you still want to do or learn?
9. What skills do you have that you would be willing to teach others?
10. What do you get from volunteering?

After reviewing the survey summary, the committee will consider more objectives along with suggestions for achieving objectives.

The committee also discussed a survey of social media questions to be posed to the Advisory Council membership. Victoria jump advised Elizabeth Renteria that she can do the survey separately and it will be included in the Advisory Council March packet.

- 7. Other Committee Involvement/Notification** – none required at this time.
- 8. Other** - there were no other items discussed.
- 9. Next meeting date** – March 26, 2014 from 1:00 to 2:00 p.m.
- 10. Adjournment:** The meeting was adjourned at 2:20 pm.

TO: VCAAA Advisory Council Members
FROM: Nancy Rowe, Advisory Council Chair
DATE: January 14, 2014
SUBJECT: **By-Laws Committee Report from January 14, 2014**

By-Laws Committee Members Present

Nancy Rowe (Oxnard COA)
Karen King (Camarillo COA)
Luis Espinosa (Camarillo COA)
Tony Bellasalma (Moorpark COA)

By-Laws Committee Members Absent

Wayne Evans (Supervisory Appointee)

VCAAA Staff Present

Monique Nowlin
Victoria Jump

Guests

None

1. **Call to Order** – The meeting was called to order at 1:05 pm by Nancy Rowe. A quorum was present.
2. **Welcome and Introductions** – None required.
3. **Public Comments** – None.
4. **Existing Policy and Procedure Review:**
 - a. III-C- Member Responsibilities
 - b. III-D – Selection of CSL Members
 - c. III-H AC Monthly Advisory Council and Committee Meeting structure
 - d. III-L AC Meeting Staff Support
 - e. III-N – In Memoriam Wall: Criteria for Inclusion

Committee members tabled the discussion of these policies and procedures until the next meeting.

Committee members discussed Policy and Procedure III-B Membership Selection further and suggested additional changes. In discussing the recent nominating committee report and the election of five (5) special population seats

it was clear that the actual policy and procedures regarding the slate of officers was vague and contradictory in parts. Staff was directed to provide more clarity to the policy which will be reviewed at the February meeting.

Committee members also discussed establishing qualifications for advisory council positions to provide the public with a clear sense of the type of person needed for certain positions. Members also discussed establishing an annual training for the Executive Committee. Staff was directed to draft a job description of the nominating committee to read at the March Advisory Council meeting where the nominating committee will be formed.

5. **Discussion and approval of amended by-laws.** Committee members went through a copy of the changes made in December and made final changes. Staff provided additional suggested language change under Article VIII – Committees. The role of the nominating committee was further defined and expanded to include interviewing applicants and remaining in place through March of the next fiscal year to handle any mid-year vacancies.
6. **Other Committee Involvement/Notification** – Committee members discussed the role of the Planning and Allocation committee. Discussed was the need for a longer discussion during PAC meetings regarding the agency's budget to include tighter accountability on the part of staff towards grantees.
7. **Next meeting date** – February 11, 2014 from 1:00 – 2:30 pm
8. **Adjournment** – The meeting was adjourned at 2:45 pm by Nancy Rowe.

TO: VCAAA Advisory Council Members

FROM: Brian Murphy, VCAAA Staff

DATE: January 27, 2014

SUBJECT: **Senior Nutrition Committee Report from January 27, 2014**

Senior Nutrition Committee Members Present

Tony Bellasalma (Moorpark COA)
Luis Espinosa (Camarillo COA)
Antoinette Olson – Committee Chair (City of Simi Valley Representative)
Beverly Whittaker (City of Ventura Representative)

Senior Nutrition Committee Members Absent

Darlene Benz (Immediate Past Chair) – EA
Rose Gossom (Supervisory Appointee) – EA
Donna Voelker (Fillmore COA)

VCAAA Staff Present

Lisa Bidwell
Patti Jaeger
Brian Murphy
Shannon Stoll (Intern)

Guests

Debbie Estrada (City of Oxnard SNP)
Betty Fernandez
Marion Holzwarth (City of Ventura)
Sue Tatangelo (Camarillo Health Care District)
Jill Waters
Gray Wilkins (SNP Garden Manager)

- 1. Call to Order** – The meeting was called to order at 1.00 P.M. by Toni Olson. A quorum was present.
- 2. Welcome and Introductions** – Everyone present introduced themselves
- 3. Public Comments** – None.
- 4. Senior Nutrition Garden Project** – Gray Wilkins, (garden manager contractor) advised that this largely volunteer run project produced 2,449 pounds (or 15,674 servings) of tomatoes in July-Sept. 2013. Additional crops including beets, carrots, beans and snap peas are planted throughout the growing seasons. More than 500 asparagus plants have been planted and will ready to harvest in about two years. With

the help of Food Share, Inc., the garden produce is distributed to the senior nutrition meal sites in Oxnard, Ventura, Simi Valley, Moorpark, Thousand Oaks and Santa Paula.

- 5. City of Oxnard Senior Nutrition Program** – Ms. Debbie Estrada advised that their program consists of: two congregate meal sites, Wilson Center and Colonia Center; a home delivered meal (HDM) program; and a pick-up meal program (PUMP). Their HDM program serves more than 100 home-bound clients each week. The HDM waiting list of approximately 18 (in December 2013), was eliminated in January 2014. Debbie explained that participants are added to the list based on their application, but some applicants prove to be ineligible when the in-home assessment is done. All HDM participants are assessed. However, due to logistics, assessments are sometimes done up to two weeks after the first meals are delivered. A committee member noted that this means that some meals are served to ineligible clients.

More than 30 people, including City Corps and special needs volunteers prepare the HDM meals for delivery each week. In addition to the funding passed through VCAAA, the City of Oxnard provides supplemental funding to the food program to ensure that Oxnard's seniors continue to have access to a nutritious meal.

The City of Simi Valley, City of Moorpark, and Help of Ojai sites serve hot meals in their HDM programs. All other HDM sites serve individual frozen meals.

- 6. Fillmore Kitchen Equipment Update** – The City of Fillmore responded with a written corrective action plan for the installation of the remaining equipment. Their plan was accepted by the agency. A further update will be given at the meeting on February 24.
- 7. Corrective Action Plan Requests** – When a site has a meal count of less than 90% or greater than 115% of target at the end of the quarter, a corrective action plan request is to be sent to the site. The intent of this is to assist the site with increasing the number of meals served from 85% to at least 90%, or if they are over 115%, to ensure that they can continue to sustain the level of meal service (to comply with contractual obligations). Based on the December 2013 meal counts, **three sites** are being asked to submit a corrective action plan.
- 8. Meal Site Waiting Lists Update** – Staff previously reported that two sites had waiting lists for their home delivered meals program in December. Both waiting lists have been eliminated as of January 31, 2014.
- 9. Other Committee Involvement/Notification** – None at this time.
- 10. Camarillo Health Care District (CHCD): One Time Only Purchases FY 2012-13** – In June of 2013, eight banners were purchased using Title III C one-time-only funding. It was understood at the time that these banners would be for CHCD's nutrition program. However, when photos of the banners were sent to staff in January 2014, only one banner advertised the Nutrition Program. The other banners advertised other, non-Title III C, programs. Staff contacted the California

Department of Aging (CDA) to get clarification on the validity of using Title III C funds for this purchase. The CDA advised staff that the cost of the non-Title III C banners would need to be billed to the contractor and refunded to the CDA.

11. Program Information Handouts – At the request of committee members, staff prepared the following handouts:

- a. Agency Program Funding FY2013-14 (all programs)
- b. YTD Meal Counts (% of Forecast) by Site – (1 site < 90%, 2 sites > 115%).
- c. Monthly Counts by Site & Jordanos Cost (Food Cost/Meal = \$3.78).
- d. SNP Funding Comparison By Site – (No change this year versus last year).

12. Additional Information Requested - Committee members requested a list of the unduplicated clients served by site. This will be provided at the next meeting.

13. Review Meeting Schedule - The next meeting is scheduled for **Monday, February 24, at 1:00 PM.**

Future meetings will be held at 1 pm on a Monday in each month (excluding December and August):

March 17, 2014
April 24, 2014
May 19, 2014
June 16, 2014
July 21, 2014
September 15, 2014
October 20, 2014

14. Adjournment: – the meeting was adjourned at 2:30 PM by Toni Olson.

TO: VCAAA Advisory Council Members

FROM: Monique Nowlin, VCAAA Deputy Director

DATE: January 8, 2014

SUBJECT: **Legislative Committee Report from January 8, 2014**

Legislative Committee Members Present

Nick Fotheringham (Thousand Oaks COA)
Paul Boog (Port Hueneme COA)
Mel Silberberg (Supervisory Appointee)
Luis Espinosa (Camarillo COA)
Lawrence Hartmann (CSL)
Sylvia Taylor Stein (Service Provider)
Nancy Healy (Thousand Oaks COA)
Karen Cline (Simi Valley COA)
William Witt (CSL)
Rosemary Flores-Gordon (Service Provider)

Legislative Committee Members Absent

Karen Cline (Simi Valley COA)
June Glasmeier (CSL)

VCAAA Staff Present

Victoria Jump
Monique Nowlin
Katharine Raley
Monica Neece

Guests

Tony Bellasalma (Moorpark COA)

- 1. Call to Order** – The meeting was called to order at 10:44 a.m. by Nick Fotheringham. A quorum was present.
- 2. Welcome and Introductions** – None required.
- 3. Public Comments** – Monica Neece gave an overview of her involvement with the Elder Death Review Team, in particular highlighting the evolution of non-regulated independent living complexes for seniors and the trouble frail seniors that live there experience. She stated that these facilities imply via advertising that their services are comprehensive and include some monitoring of and assistance to seniors, when

in fact that is not true; the seniors are no different than any other adult tenant in a building. Where the seniors run into trouble is when they seek help from the facility, to no avail. Monica brought this to the attention of the Committee in hopes that they could be of assistance in finding a solution to steer seniors who are inappropriate candidates from these facilities away from these facilities and/or help educate seniors, so they are more savvy about the realities of living in one of these non-regulated, independent facilities and lastly perhaps some ideas from the Committee on encouraging these non-regulated, independent facilities to communicate more clearly what services they do and do not provide.

4. **2014 Legislative Platform and Next Steps.** The discussion continued into the realm of the Legislative Platform in that the Committee continued to discuss how they, as a Committee, could join in this crusade to help frail seniors become more educated about these facilities. Mel Silberberg suggested this issue should be assigned to the CSL reps to address legislatively and Nick Fotheringham stated this may be a difficult issue for them to address due to the fuzzy borders of the law within which these facilities operate. Rosemary Flores-Gordon asked if VCAAA could start an Elder Abuse Committee. Victoria Jump stated she would bring it up to the By-Laws Committee for consideration. Sylvia Taylor-Stein queried whether this was needed in light of the existence of the following organizations; FAST, Elder Death Review Team, Rapid Response Team and Ventura County Adult Protection. Nick suggested a fraud team, because we don't have any Committees addressing fraud. I suggested an Elder Abuse/Fraud Committee. Victoria stated specific parameters would need to be developed. Nick closed discussions by asking Victoria to query the By-Laws Committee members to see if any of those individuals would be interested in serving on this potential Committee.
5. **Other Committee Involvement/Notification** – No discussion.
6. **Next Meeting Date** – March 12, 2014.
7. **Adjournment** – The meeting was adjourned at 11:55 a.m. by Nick Fotheringham.

TO: VCAAA Advisory Council Members

FROM: Mel Silberberg, Committee Chair

DATE: January 14, 2014

SUBJECT: **Housing and Transportation Committee Meeting Report from January 14, 2014**

Housing and Transportation Committee Members Present

Mel Silberberg (Supervisory Appointee)
Tony Bellasalma (City of Moorpark Representative)
Beverly Whitaker (City of Ventura Representative)
Rose Gossom (Supervisory Appointee)
Max Vanderwyk (Supervisory Appointee)

Housing and Transportation Committee Members Absent

Darlene Benz (City of Ventura Representative) – EA
Paul Boog (City of Port Hueneme Representative)

VCAAA Staff Present

Victoria Jump
Monique Nowlin
Elizabeth Renteria

Guests

Laurie Dickenson (City of Simi Valley)
Rosemary Rowan (County of Ventura)

1. **Call to Order** – The meeting was called to order at 9:00 am. A quorum was present.
2. **Welcome and Introductions** – Everyone present introduced themselves.
3. **Public Comments** – None.
4. **Additional Housing Data from Area Housing Authority** – Committee members were provided with paper copies of data that Linda Fisher Helton with the Area Housing Authority provided in response to questions at the last Housing and Transportation Committee meeting.
5. **Special Guest – Rosemary Rowan – County of Ventura Resource Management Agency.** Rosemary is the Advanced Planning Manager for the Resource Management Agency (RMA). She discussed the County of Ventura Housing Element which the Board of Supervisors approved on October 2, 2013 which encompasses senior housing. One of the goals in the plan is to evaluate senior housing needs.

95% of the land in the unincorporated areas is classified as agricultural, open space or rural residential. The guidelines for orderly development define land use in Ventura County. The priority is on preserving open space and agricultural land in the unincorporated areas. Urban level development occurs in the cities and requires water and sewer hookups. Urban level development is not allowed in unincorporated areas. Cities have their current boundaries and if they need more land they have to annex it from the county which the Local Agency Formation Commission (LAFCO) has to approve. The county does have some land where urban level services are available within the sphere of include of a city (Saticoy, North Ventura Avenue Area and El Rio).

In the unincorporated areas, manufactured housing, mobile home parks and farmer worker housing is being built. RMA is looking at finding money to develop a program where preapproved second dwelling units would be allowed. The Long Range Planning unit manages the community plans including looking for sites to increase housing density (2 dwelling units per acre). The city water policy has an effect on their plans as they have to have water and sewer and the city limits the size of the water pipes.

There is no coordination between each of the cities and housing. Each develops their own housing plan and submits it to the state for approval. Committee members discussed what they would like to see in senior housing in the future – building communities of purpose.

Rosemary mentioned that the county planning commission was going to be meeting on March 6, 2014, to discuss sidewalks in Saticoy. Committee members saw this as an opportunity to get involved in educating the planning commission about the needs of seniors in housing developments. Committee members discussed what this might look like and agreed on asking Judy Pepiot to come to the next meeting and discuss what was approved by the City of Simi Valley regarding universal design in building multi-family units as a starting point.

6. **Road Map for Housing** - tabled for the next meeting.
7. **Other Committee Involvement/Notification** – none required at this time.
8. **Other - Home Share** - a brief update was provided on Home Share.
9. **Next Meeting Date** – February 11, 2014 from 9-10 am
10. **Adjournment:** The meeting was adjourned at 10:25 am

TO: VCAAA Advisory Council Members
FROM: Lisa Hayden, Health Issues Chair
DATE: February 18, 2014
SUBJECT: **Health Issues Committee Report From February 18, 2014**

Health Issues Committee Members Present

Lisa Hayden (Supervisory Appointee)
Ginny Rockefeller (City of Ojai)
Donna Voelker (City of Fillmore)
Karen Cline (City of Simi Valley)
Nancy Rowe (City of Oxnard)

Health Issues Committee Members Absent

Rose Gossom (Supervisory Appointee)
Rosemary Flores-Gordon (Service Provider)

VCAAA Staff Present

Monique Nowlin
Katharine Raley
Patti Jaeger
Shannon Stoll

Guests

Phil Chandler
Vashti Seek
Teri Helton
Diane Emerick
Susan Haverland
Sue Tatangelo

1. **Call to Order** – The meeting was called to order at 1:05 p.m. by Monique Nowlin. A quorum was present.
2. **Welcome and Introductions** – None required.
3. **Public Comments** – None.
4. **Prior Meeting Goals Related to Food Insecurity – Next Project to Work On and Collaborations with Other Agencies.** There was discussion and ideas shared by Patti Jaeger and Intern, Shannon Stoll relating to Teach Healthy Eating. Patti circulated a place mat she and Shannon prepared for the Committee's review and

approval. This two sided placemat would be for use in the congregate sites and for home delivered and brown bag participants. Patti also shared the 99 cent Grocery List and sample recipe created from said grocery list, that she and Shannon created. Susan Haverland from Food Share shared information on the Food Truck their organization is getting and after discussion by the Committee, it was decided that a joint venture between AAA and Food Share would be in order utilizing the food truck and having an event out in the community where meals could be prepared using the 99 cent Grocery List prepared by Patti and Shannon. This would also address the Committee's desire to help mitigate senior isolation and loneliness and address the Committee's concern for some senior's inability to afford food that is healthy.

5. **Reminder of Existing Committee Goals – Chart.** Katharine Raley mentioned that perhaps the Committee should consider sub-committees for special projects like the Food Truck/Senior Summit idea mentioned. She mentioned this could be more effective and enable the Committee to accomplish more of its goals by dividing them among the group and bringing feedback to the Committee as a whole.
6. **Physical Activity Class Update.** The first draft for the Encouraging Physical Activity At All Ages pamphlet was reviewed, discussed and approved to move forward. The format the Committee agreed upon is a trifold pamphlet. The Committee liked the ideas for categorizing the classes, however they would prefer to only use evidenced-based exercise classes and they want that stated on the pamphlet. The Committee would also like Staff to look into you tube for exercise sessions to list and the Committee would like Staff to research local cable networks for exercise shows geared towards seniors.
7. **Other Committee Involvement/Notification – None**
8. **Next meeting date – March 18, 2014 from 1:00 – 2:30 p.m.**
9. **Adjournment – The meeting was adjourned at 2:10 Lisa Hayden.**

TO: VCAAA Advisory Council Members

FROM: Ady Esparza, Committee Chair

DATE: February 20, 2014

SUBJECT: **Outreach Committee Report from January 29, 2014**

Committee Members Present

Joyce Pinkard (Supervisory Appointee)
Darlene Benz (AC Past-Chair)
Rose Gossom (Supervisory Appointee)
Ady Esparza (Oxnard, COA)

Committee Members Absent

Paul Boog (Port Hueneme, COA)
Lisa Hayden (Supervisory Appointee)
Nancy Rowe (Oxnard, COA)

VCAAA Staff Present

Martin Marquez
Monique Nowlin
Aracely Garcia Vela
Katharine Raley
Elizabeth Renteria

Guests

Suzanne Maisner

1. **Call to Order** – The meeting was called to order at 9:00 am by Ady Esparza, Committee Chair. A quorum was present.
2. **Welcome and Introductions** – None required.
3. **Public Comments** – Suzanne Maisner, commented that she was very impressed by the design, layout, and convenience of using a postcard to advertise the VCAAA's programs. She also stated that she believes the postcard campaign was going well.
4. **Review of Outreach Goals** – The committee was given the previous committee goals to review. The items on the agenda (future programs, marketing tools, review of the previous committee accomplishments, and determining the marketing target and concentration) were all combined in the committee discussion as they all had to do with the ultimate objective, to drill down to what the future committee goals and objectives are going to be.

Revised goals/New goals: The previous goals were reviewed and modified. Several were combined into one goal.

- Goal #1: Fact Sheets (VCAAA Current Programs)
- Goal #2: Postcard Campaign (Continued)
- Goal #3: VCAAA Video (T.V. Commercial /Social Media/Website/Presentation)
- Goal #4: Newsletter/eMagazine
- Goal #5: Poster
- Goal #6: Social Media (Questionnaire of AC members)

Tabled goals: Save-the-date card and VCAAA Hotlink for senior centers.

Monique Nowlin suggested scheduling a meeting with the administration of the Ventura County Medical Center, Ventura County Fire Department and the Ventura County Employee Retirement Association (VCERA) requesting help with the postcard campaign. She also suggested a "Poster Contest" to generate interest in the agency with the community.

Katharine Raley said that HICAP would take the lead in the contacting the County's Human Resources department in regards to the retirement packet and bringing awareness to the VCAAA.

5. **Future Programs:** There is an open house being planned for the new agency programs (Benefits Enrollment Center [BEC], Community Care Transition Program [CCTP], and Covered California). The committee would like the postcards handed out at this event and would like to help out in the planning and advertising. They would also like the existing "fact sheets" updated and ones created for the new programs. The distribution of the "fact sheets" was one of the previous goals of the committee. Darlene Benz suggested that the committee do things that don't cost money and the use of the fact sheets for marketing. She also suggested that staff add the QR code on them in order to outreach to Boomers and the younger generation.
6. **Marketing Tools:** In this age of social media such as Facebook, Twitter, Instagram, etc. the committee would like to survey the Advisory Council to see what type of social media they use. The committee is requesting to "piggy-back" on the Optimal Aging survey in order to ask what types of social media they use so that we can get a feel for what social media the committee should concentrate on.
7. **Review/Road Map:** Part of the discussion and review was about the VCAAA Postcard campaign. In reviewing the VCAAA's data reporting system, Refernet, it was determined that the number of calls received did not reflect the amount of postcards that have been distributed. To date the committee, the full Advisory Council, and the VCAAA staff have distributed a little less than 9,000 postcards. The number of calls claiming to have seen the postcard is 6. It was concluded that there may be several reasons for this low number.

Agenda Item #5.7

Normally, when calls come into Information and Assistance callers are asked, "How did you hear about us?" It was suggested that a follow-up call be asked such as, "Have you seen our postcard?" This additional question may help to drill down the effectiveness of the postcard campaign. The other suggestion was for the committee to do follow-up calls with the places which we previously distributed postcards. The feedback from them may help in understanding how to reach our audience. Additionally, a formal, Policy and Procedure (P&P) might help direct the committee on further steps that need to be take in this campaign. Suzanne offered to help out with formalizing the P&P.

Follow-up has been done with the representative of the Ventura City Fire Department, Tom Hoffman. He said that they really liked the postcards and that all of their engines carry them. He was going to send an email reminder to the firefighters to use the cards on their calls.

8. **Determine Target:** The committee will continue concentrating on seniors with the postcard but would also like to look ways of "bringing back" the Boomer's and the younger generation. They would also like to see more involvement with the other committees and the entire Advisory Council.
9. **Other Committee Involvement/Notification** – None
10. **Review Meeting Schedule** - The next meeting is scheduled for Tuesdays, March 25th, May 27th, and June 24, 2014 from 9:00 am – 10:30 am.
11. **Adjournment:** – The meeting was adjourned at 10:30 a.m. by the Chair, Ady Esparza.

TO: VCAAA Advisory Council Members

FROM: Nancy Rowe, Advisory Council Chair

DATE: February 20, 2014

SUBJECT: **By-Laws Committee Report from February 20, 2014 and Recommendation to the Advisory Council to Approve Changes to Policy and Procedure III-B Membership Selection, III-C Member Responsibilities, III-D Selection of CSL Members, III-F Guidelines for the Election of Representatives from Councils on Aging or City Representatives, III-H Advisory Council Meeting and Committee Meeting Structure and III-N In-Memoriam Wall: Criteria for Inclusion.**

By-Laws Committee Members Present

Nancy Rowe (Oxnard COA)
Karen King (Camarillo COA)
Luis Espinosa (Camarillo COA)
Tony Bellasalma (Moorpark COA)

By-Laws Committee Members Absent

Wayne Evans (Supervisory Appointee)
Mel Silberberg (Supervisory Appointee) - EA

VCAAA Staff Present

Victoria Jump

Guests

None

1. **Call to Order** – The meeting was called to order at 9:40 am by Nancy Rowe. A quorum was present.
2. **Welcome and Introductions** – None required.
3. **Public Comments** – None.
4. **Existing Policy and Procedure Review:**
 - a. III-B – Membership Selection – committee members reviewed and approved changes to the policy. The changes dictate that letters regarding council on aging/city representative terms expiring be mailed to the senior center director as well as the council on aging chair. The changes also corrected language relating to how Supervisory appointments are made. For service provider and special

population seats, the nominating committee is now required to interview applicants and forward more than one name to the full advisory council for consideration when there are multiple applicants for a seat.

- b. III-C Member Responsibilities – committee members reviewed and approved changes to this policy. If a member misses three or more consecutive Advisory Council meetings, they may be removed from the council. Exceptions to be made at the discretion of the Advisory /Council Chair and Director. This suggested change is being requested to allow members with serious health issues to continue to serve. Additionally language was added to the policy to specific what the responsibility of the service providers and special population members are. Finally, the committee added language requiring annual executive committee board training.
- c. III-D – Selection of CSL Members – committee members reviewed and approved changes to the policy. Committee members added in some qualifications for the person listed under the section called “desirable characteristics of CSL members). Also added was a requirement that the applicants be interviewed by the nominating committee which makes the election of CSL representatives consistent with the policies for the election of service providers and special population representatives. If more than one applicant applies for a seat, the nominating committee is required to forward at least two names to the Advisory Council for consideration.
- d. III-F – Guidelines for the Election of Representatives from Councils on Aging. Committee members reviewed and approved changes to the policy. Committee members added a reference in the policy to the section in the by-laws for easy reference. Additionally, language was added to allow cities to more easily reappoint existing representatives that are interested and willing to serve additional terms.
- e. III-H - Advisory Council Meeting and Committee Meeting Structure. Committee members reviewed and approved changes to the policy. The committee updated the policy to reflect that the Advisory Council packet is to be posted on the agency website a minimum of 72 hours before the meeting and references to non-existent staff positions were removed. Additionally, in relation to committees, staff is required to email committee members a week in advance reminding them of the committee, requesting notification of non-attendance and attaching the minutes from the last meeting, and the agenda and any related materials for the upcoming meeting. Additionally, committee reports where no action needs to be taken by the full advisory council will become part of the consent agenda.
- f. III-N - In-Memoriam Wall: Criteria for Inclusion. Committee members reviewed but did not make any changes to the policy. The committee is recommending that the Advisory Council approve as is.

The committee is recommending that the Advisory Council approve the above listed policies and procedures.

- 5. Discussion About Amending Current By-Laws.** Committee members reviewed the suggested changes which are as follows:
- a. Adding an process that allows for the representation by a city in the absence of a council on aging (Article V, Section 2, Number 5)
 - b. Allow a 2 or 4 year term at the discretion of the appointing authority (Article V, Section 5)
 - c. Allow someone that has missed three or more consecutive meeting to remain on the advisory council due to extenuating circumstances (serious health issues). The word "shall" has been replaced with "may".
 - d. Defining how a committee chair is appointed and who is considered a member (Article VIII – Committee). Standing committees are named and the scope of the nominating committee is defined.
 - e. Other minor additions have been made to the document.

A question was raised about Article III-Policy and if the committee writing policies and procedures was violating the by-laws which state that the "Ventura county Board of supervisors shall be the policy making body of the VCAAA".

Other Committee Involvement/Notification – none

6. Next meeting date – March 11 2014 from 1:00 – 2:30 pm

7. Adjournment – The meeting was adjourned at 10:40 am by Nancy Rowe.

Policy Memorandum
Advisory Council – III-B
MEMBERSHIP SELECTION

Date Effective: 03/01/1993
Date Revised: 08/25/2008,
10/12/2011, 09/11/2013, 3/12/2014

Director's Signature: _____
Advisory Council Chair
Signature: _____

Policy:

The policies and objectives applicable to membership selection of the Ventura County Area Agency on Aging Advisory Council as specified in the By-Laws will be followed.

Purpose:

The purpose of this policy is to outline the steps necessary for VCAAA staff to ensure that Advisory Council members are placed on the council in a timely manner while meeting the requirements of the By-Laws. As dictated in the approved by-laws, membership is made up of twenty (20) local council on aging representatives (two from each city), six (6) supervisorial appointees, three (3) California Senior Legislature representatives, two service providers representatives, immediate past chair and special population representatives.

Procedure:

Advisory Council members will be selected using the following procedures:

Council on Aging/City Representatives

1. In February of each year, Annually the Director Management Assistant will mail each senior center or entity responsible for filling the seat(s) a letter informing them which member(s) term is ending and their options. These options include whether the person is eligible to be reappointed or if the appointment of someone new is warranted. They are also notified of additional requirements and considerations such as ethnicity, income level, and residency.
2. Each Senior Center Director/City Representative ~~Each council on aging~~ should be mailed the Council on Aging Election Guidelines with a cover letter stating the reason for election and the date for final submittal of the names of persons nominated (Policy and Procedure III-F).
3. Cities will notify the VCAAA in writing of who the member is along with the length of term and the VCAAA membership roster will be updated accordingly.

Supervisorial Appointments

1. ~~Annually the Director Management Assistant will review the list of Supervisorial Appointments and determine which if any of the seats need to be filled. If it is determined that a vacant or termed out Supervisorial seat needs to be filled, the Management Assistant will notify the Director in writing.~~
- 2.1.
- 3.2. ~~The Director Management Assistant will work with the Supervisor on notifying the public of the open application period for Board appointments. When requested by the Supervisor, press releases, notices to senior service groups and agencies, and applications should be distributed at least 45 to 60 days prior to the deadline for submitting applications and nominations. The application period should be closed several weeks prior to the seating of new members, which occurs during the first Advisory Council meeting of each fiscal year.~~
4. ~~The Director will notify the Board of Supervisors of the applications for each seat and work with each individual Supervisor to fill the vacancy in their district. A final list of recommended names will be compiled on a Board Letter and given to the Chair of the Board for Board of Supervisor approval.~~
- 5.3.
- 6.4. ~~Once the Board of Supervisors has officially made the appointments, the Director Management Assistant will mail all applicants a letter notifying them of their appointment status.~~

Service Provider Appointments and Special Population Seats

1. Annually the VCAAA Director will review the list of service provider and Special Population Seats (disabled representative, family caregiver representative, LGBT representative, Military Veteran Representative, Mental Health Issues of Seniors Representative) and determine which if any of the seats need to be filled.
2. The VCAAA Director will notify the public of the open application period for appointments. Press releases, notices to senior service groups and agencies, and applications should be distributed at least 45 to 60 days prior to the deadline for submitting applications and nominations. The application period should be closed several weeks prior to the seating of new members, which occurs during the first Advisory Council meeting of each fiscal year.
3. Following a sufficient period of publicity which invites applications, the Nominating Committee shall be convened to review all applications submitted. All applicants must be interviewed by the nominating committee. ~~The Committee may choose to interview candidates it feels might be appropriate for the position.~~

4. Where there are multiple applicants for a seat, the nominating committee will forward at least two qualified names to the full Advisory Council as The Committee shall select three (3) applicants for each seat and recommend them as nominees for election by the full Advisory Council at the June meeting of the Advisory Council. The Committee shall also advise the Advisory Council of all other applicants. For the Service Provider seats a minimum of three names needs to be forwarded to the Advisory Council for election.
5. The vote of the full Advisory Council shall include the three recommended applicants, and nominations from the floor by any Council member. Nominations from the floor must be for other applicants on the applicant list whose names were not among those recommended by the Committee. Nominees are expected to attend the meeting and answer a set of predetermined questions prior to the election.
- ~~6.5.~~
- 7.6. The representatives are elected based on total number of points received. Each Advisory Council member is allowed one vote for each vacant seat. The individuals with the most votes are elected as representatives.

Procedure for Re-election

1. If the current representatives are eligible for re-election, the Nominating Committee may choose to recommend their re-election for a second ~~term~~ or third term. As with the other Advisory Council members, these individuals are elected for two (2) year terms and may be re-elected for two (2) additional two-year terms.
2. If the re-election is not favored by the Advisory Council, the Area Agency will again publicly solicit applications.

California Senior Legislature

California Senior Legislature members will be elected in accordance with the procedures as dictated in policy and procedure III-D.

Mid-Year Vacancies

For any position (except immediate past chair) where there is a mid-year vacancy, the Advisory Council will follow the policies and procedures contained within to fill the seat via a requirement process and election.

Policy Memorandum

Advisory Council – III-C

MEMBER RESPONSIBILITIES

Date Effective: 07/01/1993
Date Revised: 08/25/2008,
03/12/2014

Director's Signature: _____
Advisory Council Chair
Signature: _____

Policy:

The policies outlined in the Advisory Council By-Laws are expanded upon to maximize participation and representation of members.

Procedure:

Advisory Council members will fully represent the interests of the seniors that they have been selected to represent and will bring forward their issues and concerns to the Advisory Council and to committee meetings.

Members Responsibilities

In addition to the policies described in the By-Laws, each member is:

1. To notify the Director Agency office, in advance, of an expected absence from meetings or activities;
2. Three or more consecutive absences from Advisory Council meetings will result in removal from the Advisory Council. Exceptions shall be made at the discretion of the Advisory Council chair and Director.;
3. All members are expected to actively participate and ~~contribute~~ join in at least one committee.
4. All members will understand their role on the Advisory Council and act as advisors on senior issues to the Advisory Council and the Ventura County Board of Supervisors. Members are not policy makers or the voice of the Board of the Supervisors on senior issues.
5. Topics of countywide concern should be placed on the Advisory Council agenda for discussion. Members are to contact the VCAAA Director or Deputy Director ~~Contact the Management Assistant~~ two weeks prior to the meeting for agenda placement. If less than two weeks is available, contract the Advisory Council chair or Director for last minute placement on the agenda.

Council on Aging Members

1. Represent the interests of the local Council on Aging that elected/selected them by bringing information on issues affecting or of concern to seniors to the Advisory Council.
2. Information presented in committee meetings or at the Advisory Council meetings should be brought back to and shared with the local Council on Aging.

Supervisory Appointees

1. Represent the overall senior interests for the supervisory district they have been appointed under.
2. Ensure that no conflict exists in positions that the Supervisory appointee takes versus the established position of that supervisor.

Service Providers and Special Population Members

1. Service Providers represent the interests of all senior service providers on the Advisory Council and.
2. _____
3. Ensure that the projects the Advisory Council chooses to embark on and participate in do not adversely affect service providers.
4. _____
1. When appropriate, represent the interests of service providers in the development of Requests for Proposals in ensuring that the grant requirements are not overly burdensome.
- 5.2. Special Population Members represent the interest of the population that they are elected to represent. This includes the LGBT, Disability, Mental Health, Veteran and Family Caregiver communities. Members are to ensure that projects the Advisory Council chooses to embark on and participate in considers the interests and needs of the special populations. Additionally, it is the expectations that the needs and concerns of these communities are brought forward to the Advisory Council for discussions and consideration and any action taken by the Advisory Council is also discussed with these communities.
- 6.3. Bring to committee meetings the interests of service providers special populations and the professional knowledge of unmet needs in the community and possible solutions.

California Senior Legislature

1. Represent the interests of the Advisory Council at the California Senior Legislature.

2. Bring information provided at the California Senior Legislature back to the VCAAA Legislative Committee.
3. Participate on and bring information relating to countywide senior concerns to the VCAAA legislative committee. Potential bills and legislative solutions will be discussed in the legislative committee and agreed upon before going to the full Advisory Council for a vote.
4. CSL members will work with VCAAA staff and committee members to draft legislative language for annual CSL bill consideration and well as potential federal and state legislation. CSL members and the Legislative Committee will also work with VCAAA staff on the annual County of Ventura legislative platform to make sure the interests of seniors are represented. Should legislation come up through the legislative committee in the interim period, the position or action of the Advisory Council on such legislation would be taken by the Director to the County Executive Office for approval prior to any action.
5. Items of interest to the full Advisory Council will be provided to the Director for inclusion in the Advisory Council packet. CSL members will be given space in the "Informational Items" section of the Advisory Council packet.
6. Legislative information that is not covered in the legislative committee report or included as part of the Advisory Council packet will be given during the "member comments" section of the Advisory Council meeting.
7. _____ CSL members may serve on other committees if they so desire.

Annual Executive Committee Training

In July of each year, the newly elected Executive Committee Members of the Advisory Council will participate in board training which at a minimum will include Brown Act requirements and parliamentary procedure.

Policy Memorandum

Advisory Council – III-D

SELECTION OF CSL MEMBERS

Date Effective: 03/08/2006
Date Revised: 08/25/2008,
03/12/2014

Director's Signature: _____
Advisory Council Chair
Signature: _____

Policy:

The policies and objectives applicable to the election of California Senior Legislature (CSL) members as specified by the California Department of Aging will be followed.

Purpose:

The purpose of this policy is to outline the steps necessary for VCAAA staff to ensure that California Senior Legislature members are elected in accordance with the guidelines required by the California Department of Aging. The guidelines were adopted March 8, 2008, by the full Advisory Council.

Background:

Prior to 2006, California Senior Legislature members were elected for two-year terms. Beginning with the 2006 - 2007 California Senior Legislature Session, the VCAAA was expected to have an election or selected three representatives by May 1, 2006. In prior years the VCAAA had used several of the approved selection methods (approved by the California Department of Aging); but traditionally it has held a formal election with polling places available at senior centers. The procedure entailed a lot of work, with not much turn out and not much reimbursement from the state. There are five approved ways to select CSL representatives; on-site polling station balloting, absentee balloting, a combination of the first two, an Area Agency on Aging biennial meeting for the purpose of electing CSL members, or eligible AAA Advisory Council members electing CSL members from a list of people who have submitted their names for consideration. On January 11, 2006, the VCAAA Advisory Council was presented the information on the choice with the official voting taking place at the February 8, 2006, meeting.

Desirable Characteristics of CSL Members

1. Knowledgeable of state, federal and county legislative process
2. Demonstrated involvement and active in the local senior community
3. Knowledge of senior issues including those of targeted populations
4. Intermediate computer skills

Procedure:

California Senior Legislature (CSL) members will be selected using the following procedures:

1. At the ~~March~~ January Advisory Council meeting of the year that an election is to be held (every four years), the chair of the Advisory Council will officially announce that the application period for the CSL seats is open and direct VCAAA staff to issue a press release notifying the general public. The chair will solicit ~~also name~~ a minimum of three Advisory Council members to serve on the Nominating review ~~committee~~. The Secretary of the VCAAA shall serve as chair of the committee.
2. The Director ~~Management Assistant~~ will notify the public of the open application period for the CSL seats. Press releases, notices to senior service groups and agencies, and applications should be distributed at least 30 days prior to the deadline for submitting applications and nominations.
3. Applicants will have a minimum of 30 calendar days to apply for the CSL positions. Incumbents are eligible to reapply unless the state elects to implement term limits to these seats. Applicants will be required to indicate which seat they wish to run for; CSL Seat A, CSL Seat B or CSL Seat C.
4. ~~Following a sufficient period of publicity which invites applications, the Review~~ Nominating Committee shall be convened to review all applications submitted. The Committee may choose to interview candidates it feels might be appropriate for the position. All applicants must be interviewed by the nominating committee.
- 5.4. _____
6. ~~If more than three applications are received, the committee shall select from among the applicants the candidates it feels would best represent the interests of the VCAAA and the senior community and forward these names onto the full Advisory Council for consideration and voting. If only one applicant applies for each seat (CSL Seat A, CSL Seat B or CSL Seat C), three applications are received the committee will review the applications and submit the three names them to the full Advisory Council. If more than one person applies for each seat, the committee shall select from among the applicants the candidates it feels would best represent the interests of the VCAAA and the senior community and forward these names onto the full Advisory Council for consideration and voting. At a minimum, if more than one applicant applies for a seat a minimum of two names must be forwarded to the Advisory Council.~~
- 7.5. _____ ~~These applicants and recommend them as nominees for election by the full Advisory Council at the March meeting of the Advisory Council. The Committee shall also advise the Advisory Council of all other applicants.~~
- 8.6. _____ ~~The vote of the full Advisory Council shall include only the three recommended applicants. Write in candidates will be allowed.~~

9.7._____ The representatives are elected based on total number of votes received. Each Advisory Council member indicates three individuals on their ballot. The three individuals with the most votes are elected as CSL representatives.

Mid-Year Vacancies

When there is a mid-term vacancy, the Advisory Council will follow the policies and procedures contained within to fill the seat via a recruitment process and election.

Older individuals living at or below the federal poverty level with particular attention to low-income minority individuals, females aged 85 and over, and older individuals residing in Piru, Santa Paula, Port Hueneme and Oxnard. Older individuals with the greatest social need with particular attention to low-income minority individuals, persons with disabilities, persons with language barriers (especially Spanish speaking seniors ages 60-64) and persons affected by cultural social or geographic insolation (especially females aged 80 and over). All county residents age 60 years or older whose needs, if not addresses now, may force them into the categories of greatest economic or social need.

Policy Memorandum

AAA Advisory Council – III-F

GUIDELINES FOR THE ELECTION OF REPRESENTATIVES FROM COUNCILS ON AGING OR CITY REPRESENTATIVES

Date Effective: 03/1993
Date Revised: 08/01/2008
3/12/2014

Director's Signature _____
Advisory Council Chair
Signature: _____

Under the By-Laws of the Ventura County Area Agency on Aging (Article V, Section 2 and Article V, Section 5), every city having a Council on Aging elects two members to serve a two-year term on the Area Agency on Aging's Advisory Council.

The following guidelines are suggested to standardize the process of electing members:

1. Election of the Area Agency on Aging member(s) should occur at a regularly scheduled Council on Aging meeting.
2. At least thirty (30) days public notice of the election meeting must be given in the local community.
3. The regular election procedure of each local Council on Aging should be utilized to elect the member(s). These names must be submitted to City Councils for ratification.
4. Should the person(s) elected not be ratified by the City Council, the Council on Aging membership shall elect other persons. This process shall continue until the two (2) bodies agree upon a member(s).
5. The names of the elected member(s) of each local Council on Aging must be certified in writing by the City Council and sent to:

Director
Ventura County Area Agency on Aging
646 County Square Drive, Suite 100
Ventura, CA 93003

The names should be forwarded to the Area Agency on Aging no later than June 30 of each year.

Policy Memorandum
Advisory Council III-F
Guidelines for the Election of Representatives from Councils on Aging or City
Representatives

6. At the conclusion of a two year term and if the incumbent is interested and willing to serve a second or third term, the City can reappoint the member without following the above mentioned election process.

Policy Memorandum

Advisory Council – III-H

ADVISORY COUNCIL MEETING AND ~~MONTHLY ADVISORY COUNCIL AND~~ COMMITTEE MEETING STRUCTURE

Date Effective: 07/01/1993
Date Revised: 08/25/2008,
03/12/2014

Director's Signature: _____
Advisory Council Chair
Signature: _____

Purpose

This Memorandum delineates the support provided to the Advisory Council by Agency staff members prior to, during, and after Advisory Council meetings as well to committee and task force meetings of the Advisory Council. This memorandum as describes the expectations of Advisory Council members in relation to the meetings.

Advisory Council Agenda Preparation

1. The content of the agenda shall be developed by the Director in collaboration with the Council Chairman. The compilation of the various parts of the Council Agenda shall be the responsibility of the Director.
2. Reports to be included in the Council packet must be submitted to the ~~Management Assistant~~ Director by the appropriate Program, Fiscal and Planning staff members within a sufficient time for their inclusion in the Council agenda packet.
3. Minutes of the previous meeting will be compiled by the ~~Director~~ Management Assistant and submitted to the Advisory Council Secretary for his/her approval, and within a sufficient time for their return, completion, and inclusion in the Council packet. This procedure is used at the discretion of the Chairman.
4. The complete Council agenda packet shall be mailed (or emailed as requested) by the ~~Director~~ Management Assistant to each Council member. A electronic copy of the packet is to be posted on the agency website a minimum of 72 hours before the meeting. ~~and a copy distributed to each staff member by the second Wednesday of each meeting month~~

Advisory Council Meetings

1. Meeting space will be reserved, well in advance of the meeting date, by the ~~Director~~ Management Assistant.
2. ~~The Management Assistant will record the minutes of the meeting and call the roll at the opening of the meeting.~~

3.2. The Director and/or the Deputy Director will staff all regular meetings.

4.3. Program, Fiscal, and Planning staff members will present their respective Council agenda items as required.

5.4. Agency staff will remain available to the Advisory Council as staff support during the meeting.

6.5. Advisory Council members ~~Committee members~~ are expected to participate fully in Advisory Council ~~committee~~ meetings.

7.6. Advisory Council members are expected to have read through the Advisory Council packet prior to the meeting and come prepared to discuss any issues and raise questions as needed.

8.7. Subsequent to the meeting, Agency staff will effectuate actions directed to them by the Council.

Committee Meetings

1. Each committee will have an assigned VCAAA staff member present who will attend the meeting, prepare the agenda and record the minutes.

2. The assigned staff members will be responsible for making appropriate meeting room reservations and notifying committee members ~~—as well as the Management Assistant. The Management Assistant will update the master calendar and notify committee members in advance of the meeting date.~~ Staff is required to email committee members to remind them of the meeting via email a minimum of one week before the meeting. The email must include the agenda, attachments and the previous committee minutes (if applicable). Agendas must be forwarded to the Outreach Coordinator to be posted on the agency website a minimum of 72 hours prior to the committee meeting.

3. ~~The assigned staff member will, at the completion of each meeting, prepare and submit a completed committee report to their supervisor. Director.~~

4. ~~Committee reports will be provided by staff as part of the Advisory Council packet. Committee reports with no action needed to be taken will be part of the consent agenda and will not be discussed unless an Advisory Council member has a question about the report and requests that it be pulled and heard as part of the regular agenda. The committee chair is expected to summarize their committee reports at the full Advisory Council meeting and not read the report verbatim.~~

5.4.

6.5. Committee members are expected to participate fully in committee meetings.

7.6. The Director will ensure that any pertinent legislative or other material received prior to the committee meeting will be provided to committee members for discussion/action/informational purposes.

Task Forces

1. Task forces will be convened at the direction ~~straction~~ of the Director, Deputy Director ~~Grants and Planning Manager~~ or Advisory Council chair.
2. Each task force will have an assigned VCAA staff member present who will who will attend the meeting, prepare the agenda and record the minutes. The assigned staff member will, at the completion of each meeting, prepare and submit a completed committee report to the Director.
3. The staff member will be responsible for making the appropriate meeting room reservations and for notifying Task Force members. Task Force members are those Advisory Council members assigned to the respective Task Force.
4. Task Force reports will be provided by staff as part of the Advisory Council packet. The task force chair is expected to summarize the reports at the full Advisory Council meeting and not read the report verbatim.
5. Task Force members are expected to participate fully in Task Force meetings.

Grantee Visits

1. ~~Refer to Policy Memorandum: Grantee Visits.~~
2. ~~Prior to the visits, Agency staff will notify all grantees of the Advisory Council members' visiting period and the reasons for the visits.~~

Training

1. Agency staff will coordinate any training sessions provided to Advisory Council members by the California Department of Aging.
2. Agency staff will provide new members ~~and alternates~~ with an Advisory Council Agency Orientation training session every July or as needed ~~within 60 days of their seating on the Council.~~

Policy Memorandum

Advisory Council – III-N

IN MEMORIAM WALL: CRITERIA FOR INCLUSION

Date Effective: 11/01/2010
Date Revised: 03/12/2014

Director's Signature: _____
Advisory Council Chair
Signature: _____

Purpose: This Memorandum defines the eligibility for inclusion on the Advisory Council Room In Memoriam Wall.

Policy: The VCAA's In Memoriam Wall is a wall devoted to honoring the time and dedication of the VCAA Advisory Council members who have passed on. The deceased member must be a seated member of the VCAA Advisory Council at the time of their death (2004 and after) or a Chair or Past Chair of the VCAA Advisory Council (anytime).

Procedure:

1. VCAA Director will notify the Outreach Services Coordinator of the eligibility of a past member (past chair) or current member for inclusion on the wall upon notification of their passing.
2. Outreach Services Coordinator will work with local council on aging and other senior organizations to secure a picture for the wall.
3. Outreach Services Coordinator will arrange for the printing of the photograph, purchase of the frame (must match the other ones) and the hanging of the picture by the General Services Agency.

TO: VCAAA Advisory Council Members

FROM: Mel Silberberg, Committee Chair

DATE: February 11, 2014

SUBJECT: **Housing and Transportation Committee Meeting Report from February 11, 2014 and Recommendation that the Advisory Council Adopt the universal design concept included in Attachment A and B; encourage the County to incorporate universal design guidelines when building senior housing; encourage each Advisory Council on Aging/City representatives to take back Simi Valley's senior housing liaison model and encourage their council on aging to adopt it; and encourage local cities, builders and planners to look at and build communities of purpose when designing and approving new housing.**

Housing and Transportation Committee Members Present

Darlene Benz (City of Ventura Representative)
Mel Silberberg (Supervisory Appointee)
Rose Gossom (Supervisory Appointee)
Max Vanderwyk (Supervisory Appointee)

Housing and Transportation Committee Members Absent

Paul Boog (City of Port Hueneme Representative)
Tony Bellasalma (City of Moorpark Representative) - EA

VCAAA Staff Present

Victoria Jump
Monique Nowlin

Guests

Judy Pepiot (Simi Valley COA)
Laurie Dickinson (City of Simi Valley)

1. **Call to Order** – The meeting was called to order at 9:05 am. A quorum was present.
2. **Welcome and Introductions** – Everyone present introduced themselves.
3. **Public Comments** – None.
4. **Special Guest – Judy Pepiot – Universal Design and Building Standards for Multi-Family Dwellings.** Judy spoke about the work of the Simi Valley Council on Aging as their senior housing liaison and their process for monitoring development, speaking with developers and appearing at planning and city council meetings. Due to their continued advocacy and presence, the City of Simi Valley has adopted a

Agenda Item #6.5

policy regarding the application of adaptable and universal design provisions for multi-family housing projects. Judy attends all meetings regarding multi-family developments and then attends council on aging meetings to let them know what is going on. COA members are encouraged to attend city council and planning commission meetings regarding developments to ensure that universal design elements remain part of any multi-family unit development.

Committee members discussed the advisory council adopting the Simi Valley standards and encouraging the County to do so as well with the ultimate goal of having the same set of standards adopted by all the cities. A means to do this would be to have each council on aging create a housing liaison position if they do not already have one. Judy is willing to have a "boot camp" of sorts for all the liaison's so that all liaisons act in the same manner.

The committee is recommending that the Advisory Council approve the following:

1. Adopt the universal design concept included in Attachment A and B and encourage the County to incorporate universal design guidelines when building senior housing.
 2. Encourage each Advisory Council on Aging/City representatives to take back Simi Valley's senior housing liaison model and encourage their council on aging to adopt it (Attachment C).
 3. Encourage local cities, builders and planners to look at and build communities of purpose when designing and approving new housing. Housing should be located near public transit and services that seniors regularly access.
5. **Road Map for Housing** - tabled for the next meeting.
 6. **Other Committee Involvement/Notification** – none required at this time.
 7. **Other - Home Share** - the committee was notified that there was no news to share regarding Home Share.
 8. **Next Meeting Date** – April 8, 2014 from 9-10 am.
 9. **Adjournment:** The meeting was adjourned at 10:22 am

ADAPTABLE AND UNIVERSAL DESIGN CONDITION OF APPROVAL

Applicant must construct each unit to be handicap adaptable pursuant to 24 CFR 100.205(c) (2) - (3), and Chapter 11A of the California Building Code, and each unit must include the following design features:

1. Doors, openings, and entries:
 - a. Accessible primary front door, doorway, and threshold;
 - b. Accessible interior doors and doorways;
 - c. Accessible secondary exterior doors, doorways, and thresholds;
 - d. An entry door sidelight or high and low peephole viewers; and
 - e. Accessible sliding glass door.

2. General interior adaptations:
 - a. Accessible routes to at least one bedroom, bathroom, and kitchen from the primary entrance;
 - b. Accessible switches, outlets, and thermostats; and
 - c. Closet rods and shelves adjustable from three feet to five feet six inches high.

3. Kitchen:
 - a. Accessible floorspace at appliances;
 - b. Cabinetry and plumbing that could be converted to be fully accessible; and
 - c. Enhancements such as a contrasting color edge at countertops, antiscald device on plumbing fixtures, and undercabinet lighting.

4. At least one bathroom of each unit:
 - a. Grab bar backing installed adjacent to the bathtub/shower in each bathroom;
 - b. Cabinetry and plumbing that could be converted to be fully accessible;
 - c. Accessible stall shower designed per CBC 11A, or roll-in shower designed per CBC 11B, in lieu of a standard tub, shower, or tub/shower combination;
 - d. Accessible faucet handles and an adjustable handheld showerhead;
 - e. Enhancements such as a contrasting color edge at countertops, and antiscald device on plumbing fixtures.
 - f. Raised toilet seat.

5. Project Site:

Required paths of travel must have a slip-resistant surface suitable for walkers and wheelchairs, such as concrete, mortarless interlocking pavers, or other slip resistant surface as approved by the City Planner. Solar panels will also be installed.

During the lifetime of the permit, Applicant must allow tenants of the senior apartment building the option to convert their apartment unit into a handicap accessible unit at the tenant's expense.

Note: The definitions of accessible and accessibility and the specifications for these features can be found in Chapter 11A "Housing Accessibility" of the 2001 California Building Code.

Application of Chapter 11A and the Universal Design Checklist

- Stacked flats with an elevator
Chapter 11A applies to all units. The Universal Design Checklist would only apply to units that are for-sale. The condition of approval (Attachment A, page 4) would allow for the inclusion of adaptable and universal design features for all units.
- Walk-up stacked flats
Chapter 11A applies only to first floor units. The Universal Design Checklist would apply to condominiums that are for-sale, but would not apply to rental units or apartments. The condition of approval would allow for the inclusion of adaptable and universal design features for all units.
- Townhomes without an elevator
Chapter 11A applies only to 10% of the units. The Universal Design Checklist would apply to all units that are for-sale. The condition of approval would allow for the inclusion of adaptable and universal design features for all units.
- Single-family detached homes
Chapter 11A does not apply, but the Universal Design Checklist does. The condition of approval would only apply to detached senior units.

Council on Aging Senior Housing Liaison Duties

The Housing Liaison shall:

- Become familiar with local age-restricted and affordable housing projects, site locations and occupancy restrictions, and track and report their progress through the review and development process; and
- Monitor the Simi Valley Affordable Housing Sub-Committee scheduled hearings on proposed projects; and
- Recommend senior housing projects for presentations to the COA ; and
- Evaluate and make recommendations regarding housing issues and or projects that the COA might wish to communicate support or opposition by making a formal recommendation to the City Council, Planning Commission and Neighborhood Councils; and
- Advocate the inclusion of senior amenities in all senior housing projects; and
- To the extent possible, attend county conferences on housing and demographic subjects that influence the availability of housing choices for seniors in Simi Valley.

TO: VCAAA Advisory Council Members

FROM: Brian Murphy, VCAAA Staff

DATE: February 24, 2014

SUBJECT: Senior Nutrition Committee Report from February 27, 2014 and recommendation that the Advisory Council approve the list of core senior nutrition program equipment eligible for one-time-only funds and that any remaining one-time-only funds will be used for the provision of additional meals.

Senior Nutrition Committee Members Present

Tony Bellasalma (Moorpark COA)

Antoinette Olson – Committee Chair (City of Simi Valley Representative)

Darlene Benz (Immediate Past Chair)

Rose Gossom (Supervisory Appointee)

Senior Nutrition Committee Members Absent

Luis Espinosa (Camarillo COA)

Marion Holzwarth (City of Ventura Representative)

VCAAA Staff Present

Victoria Jump

Brian Murphy

Guests

None

1. **Call to Order** – The meeting was called to order at 1.00 P.M. by Toni Olson. A quorum was present.
2. **Welcome and Introductions** – No introductions were needed.
3. **Public Comments** – None.
4. **Senior Nutrition Meeting Time Change** - A motion was made by Toni Olson to change the meeting time to 10 a.m. instead of 1 p.m. The motion was seconded by Tony Bellasalma. The motion was carried as all present members present were in favor.
5. **Corrective Action Plan Requests** – Three (3) sites are being asked to submit a corrective action plan because their meal counts are in excess or under the contracted counts through December 31, 2013. They are as follows: City of Santa Paula (128% of contracted units year to date), San Salvador Mission – Piru (120% of contracted units year to date) and Conejo Recreation and Parks District (85% of

contracted units year to date). For sites that are serving in excess of what they are contracted to the letter will address the need to provide service through the end of the fiscal year.

6. **Unduplicated Clients Served by Site (Jul to Dec 2013)** – Staff presented a handout showing the number of unduplicated clients served by each site's congregate and home delivered meals (HDM) program. In total 1,902 congregate and 667 HDM unduplicated clients were served year to date. A few of the sites numbers were questioned by committee members as the counts looked high. Staff was asked to look into the counts and present an explanation at the next meeting.
7. **Additional Information Requested** - Committee members requested a list of the average number of meals served to unduplicated clients by site and a list of the average reimbursement/donation per meal by site. These items will be provided at the next meeting, along with demographic data on the clients served at each site.
8. **Potential Additional Funding** – Staff announced that potential additional funding (amount to be determined) may be available this fiscal year. The agency has not yet received the program memorandum/notification from the California Department of Aging, so the amount is not yet known. Victoria Jump advised the committee that all future funding allocations will be approved by the Planning and Allocations (P&A) committee. The SNP committee will forward recommendations to the P&A committee.

List of Core Equipment Identified for Meal Sites – The committee identified core equipment required to operate the senior nutrition program (in all or most sites). This equipment is as follows:

- a. Commercial Stove
- b. Convection Oven
- c. Commercial Freezer
- d. Commercial Refrigerator
- e. Dishwasher and Sanitizer
- f. Commercial Sink & Green Sink

The need to have functioning equipment should be the first consideration for one-time-only funds. The committee discussed installation and maintenance costs and determined that they are the responsibility of the site. Additional available one-time-only funding is to be used for the provision of additional meals.

The committee is recommending that the Advisory Council approve the list of core senior nutrition program equipment eligible for one-time-only funds and that any remaining one-time-only funds will be used for the provision of additional meals.

9. **Other Committee Involvement/Notification** – None at this time.

10. Camarillo Health Care District (CHCD) – One-time-only funds: The California Department of Aging (CDA) has directed staff to recoup the Title III C funds used to purchase non-Title III C program banners. These funds will be refunded to the CDA.

11. Review Meeting Schedule - The next meeting is scheduled for **Monday, March 17, at 10:00 a.m.**

Future meetings will be held at 10 a.m. on a Monday in each month (excluding December and August):

April 24, 2014

May 19, 2014

June 16, 2014

July 21, 2014

September 15, 2014

October 20, 2014

12. Adjournment: – the meeting was adjourned at 1:50 PM by Toni Olson.



VENTURA COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL MEETING SCHEDULE

Date	Advisory Council	Outreach	Leg.	Housing & Trans.	Health Issues	By-Laws	Senior Nut.	Opt. Aging
Jan 2014	Jan 8 9-11 am	Jan 29 9 – 10:30 am	Jan 8*	Jan 14 9-10 am	None	Jan 14 1-2:30 pm	Jan 27 1 pm	Jan 22 1-2:30 pm
Feb 2014	None	None	None	Feb 11 9-10 am	Feb 18 1-2 pm	Feb 11 1-2:30 pm	Feb 24 1 pm	Feb 26 1-2:30 pm
March 2014	March 12 9-11 am	March 25 9 – 10:30 am	March 12*	None	March 18 1-2 pm	March 11 1-2:30 pm	Mar. 17 10 am	Mar. 26 1-2:30 pm
April 2014	None	None	None	April 8 9-10 am	None	TBD	April 14 10 am	None
May 2014	May 14 9-11 am	May 27 9 – 10:30 am	May 14*	May 13 9-10 am	May 20 1-2 pm	TBD	May 19 10 am	May 28 1-2:30 pm
June 2014	June 11 9-11 am	June 24 9 – 10:30 am	June 11*	None	None	None	June 16 10 am	None
July 2014	July 9 9-11 am	TBD	July 9*	July 8 9-10 am	July 15 1-2 pm	TBD	July 21 10 am	July 23 1-2:30 pm
August 2014	None	None	None	None	None	None	None	None
Sept 2014	Sept 10 9-11 am	TBD	Sept 10*	Sept 9 9-10 am	Sept 16 1-2 pm	None	Sept 15 10 am	Sept 24 1-2:30 pm
Oct 2014	None	TBD	None	Oct 7 9-10 am	Oct 21 1-2 pm	None	Oct 20 10 am	None
Nov 2014	Nov 12 9-11 am	TDB	Nov 12*	Nov 11 9-10 am	Nov 18 1-2 pm	None	None	Nov 26 1-2:30 pm
Dec 2014	None	None	None	None	None	None	None	None

July 8, 2014 – New Member Orientation from 1-2:30 pm

Note: all meetings to be held at the VCAAA, unless otherwise noted.

*Meeting to follow Advisory Council Meeting adjournment.

Updated 03/5/2014

CCoA

Volume 5, Issue 1

January, 2014



California Commission on Aging

AGEWATCH

... as a citizen's voice in government...

California Commission on Aging turns 40: looks forward

The California Commission on Aging (CCoA) celebrates its 40th anniversary in 2014, with plans for a year of reflection, advocacy and action. Coming on the heels of a year marked by new membership and new collaborations, the Commission's 2014 meeting schedule includes events in Sacramento, Los Angeles and Monterey.

Created by the Burton Act in 1974, the CCoA was established in the Welfare & Institutions Code to



Commissioners (L-R, from back) Stuart Greenbaum, Steven Castle, Rita Saenz, Paul Downey, Carmen Reyes, Julie Conger, Jane Rozanski, David Sanchez, Donna Benton, Bob Petty, Jean Schuldberg, Ed Walsh, (front row) Lucy Fisher, Marian Last, Bert Bettis, and Virgie Walker in April 2013. Commissioner Gail Nickerson is not pictured.

serve as California's principal advocate for older adults before the Legislature and state and federal agencies. The Commission's membership is appointed by the Governor, Senate Rules Committee and the Assembly Speaker and supported by three full-time staff.

Collaborations with such organizations as The SCAN Foundation, C4A, the California Elder Justice Coalition, the State Independent Living Council and the Archstone Foundation have strengthened the policy initiatives undertaken by the CCoA, as well as increased the breadth of the Commission's work.

"The California Commission on Aging has been a steady voice on critical issues related to providing for our state's older adults, and has built its credibility by producing real results for its constituents," Bruce Chernof, M.D. president and

CEO of The SCAN Foundation, said.

The Commission's focus for the year ahead includes:

- Build partnerships with prominent institutions to expand resources and influences.
- Advance research, convene authorities and conduct public outreach to help define the state's policies on aging.
- Support substantive programs for vulnerable populations, including elder justice, support for caregivers, diversity and equality, services for rural communities and affordable housing.
- Advocate for new workforce directives that respond to the needs of an aging population.
- Educate the public and policymakers on how to make our increased life expectancy a "longevity dividend," not a burden.

"The Commission envisions a robust statewide service system that supports older adults and their caregivers, provides resources for independent living, embraces diversity, and respects the aging process," Sandi Fitzpatrick, CCoA Executive Director said. "We are optimistic that the Commission's agenda 40 years from now will reflect considerable progress toward achieving the goal."

Assembly Democrats release 2014 budget blueprint

A budget blueprint designed to “ensure stability and expand opportunity in California” is the goal of a budget outline released last month by the Assembly Democratic Caucus. The “Blueprint for a Responsible Budget” was announced by Assembly Speaker John Pérez and Assembly Budget Committee Chair Nancy Skinner and highlights the caucus’ priority areas.

“By following this Budget Blueprint we can ensure fiscal stability in California by establishing a real rainy day fund and building the state’s budget reserve,” Speaker Pérez said. “We can also expand opportunity by making prudent investments in job creation, job training, early childhood education and higher education. With the budget process officially beginning next month, we believe it is helpful to the people of California to show some of the key priorities that will be shaping the discussion.”

The Speaker and Assemblymember Skinner said they planned to work closely with their legislative counterparts and the Governor to approve a budget by the June 15 constitutional deadline. The Governor’s initial budget proposal is slated to be released by mid-January. To read the Blueprint, go to <http://asmdc.org/issues/budget-blueprint/>.

Excerpted in part from Assembly Democratic Caucus press release “Speaker John A. Pérez, Budget Chair Nancy Skinner Unveil Assembly Democrats’ 2014-15 Blueprint for a Responsible Budget” Wednesday, 11 December 2013

AGEWATCH

January, 2014

HHS Awards \$55.5 Million to Bolster America’s Health Care Workforce

Health and Human Services (HHS) Secretary Kathleen Sebelius recently announced \$55.5 million in funding awarded in FY 2013 to strengthen training for health professionals and increase the size of the nation’s health care workforce. More than 270 grants will address health workforce needs in nursing, public health, behavioral health, health workforce development, and dentistry. The grants are managed by HHS’ Health Resources and Services Administration (HRSA).

A majority of the funding, \$45.4 million, will support nursing workforce development, with the remainder supporting training of doctoral-level psychologists to address the behavioral health needs of vulnerable and underserved populations (\$2.4 million); accredited residency programs in preventive medicine and public health (\$3 million); and four health workforce research centers (\$1.4 million) to improve understanding of both local and national health workforce needs. An additional \$3.1 million will help state designated dental health professional shortage areas develop and implement innovative programs to address dental workforce needs.

For a list of grant awards, go to www.hrsa.gov/about/news/2013tables/healthprofessions. More information on HRSA’s activities to strengthen the nation’s health professions workforce is available at [HRSA Health Professions Programs](#).

Excerpted in part from Department of Health and Human Services Press Release HHS awards \$55.5 million to bolster America’s health care workforce, December 5, 2013

Well-being of working family caregivers focus of new AARP report

The impact of numerous responsibilities on working family caregivers is the focus of a new report from the AARP Public Policy Institute and the United Hospital Fund (UHF). On top of their workplace obligations, working caregivers are tasked with such complex caregiving duties, as medication management, wound care, tracking glucose levels and blood pressure readings -- often with little or no training or support. The report, *Employed Family Caregivers Providing Complex Chronic Care*, highlights an urgent need for employers to recognize that their employees who are family caregivers are managing complex responsibilities both at home and on the job.

The second report on caregivers by UHF and AARP, the new report is the first to examine the stress levels brought on by the responsibilities of full- or part-time employment combined with high levels of care-related responsibilities at home. The new report finds that nearly half of all employed family caregivers perform medical/nursing tasks, and 61 percent report feeling stressed over the range of responsibilities.

To read the full report, visit <http://www.uhfnyc.org/news/880950>.

Information from ACL News & Info, *New Report Raises Concerns about the Well Being of Employed Family Caregivers*. Tuesday, December 17.

National Highway Traffic Safety Administration Issues New 5-Year Traffic Safety Plan and Guidelines for Older Drivers and Passengers

The National Highway Traffic Safety Administration's (NHTSA) recently released *Traffic Safety for Older People – 5 Year Plan* includes best practices from around the country and countermeasures that can be implemented to ensure the safety of older drivers, including those who are at risk. The guidelines encourage state highway safety offices to work closely with driver license officials, state departments of transportation, medical providers, and aging services providers, among others.

"Given the increasing proportion of older people in the population, NHTSA must work in conjunction with its partners to provide evidence-based countermeasures to reduce risk to older – and all – road users," the plan states.



Covering current work as well as future projects, the plan addresses a range of actions needed to improve the safety of older drivers, including data, vehicle, behavior and pedestrian safety. NHTSA recognized the need to define "older" in developing and executing a plan to improve the safety of older road users.

The newly-released plan recommends leveraging the current safety databases to analyze the issues detailed included in the plan. In addition, the plan recommends continuing to identify future data needs in the areas of crash causation, not-in-traffic surveillance, and adaptive equipment.

To view the NHTSA's plan, visit <http://www.nhtsa.gov/About+NHTSA/Press+Releases/NHTSA+Announces+New+5-Year+Traffic+Safety+Plan+and+Guidelines+for+Older+Drivers+and+Passengers>

Information from ACL News & Info, *New Report Raises Concerns about the Well Being of Employed Family Caregivers*. Tuesday, December 17.

Older Americans Month theme announced

California Commission on Aging

Virgie Walker,
Chair, Carson

Marian Last,
Vice Chair,
Rossmoor

Commissioners

Donna Benton,
Los Angeles

Bert Bettis, Chair,
Wilton

Steven Castle,
Los Angeles

Julie Conger,
Sonoma

Paul Downey,
San Diego

Lucille Fisher,
San Francisco

Stuart Greenbaum,
Sacramento

Barbara Mitchell,
Riverside

Gail Nickerson,
Granite Bay

Robert Petty,
Monterey

Carmen Reyes,
Whittier

Jane Rozanski,
Camarillo

Rita Saenz,
Sacramento

David Sanchez,
San Francisco

Jean Schuldberg,
Chico

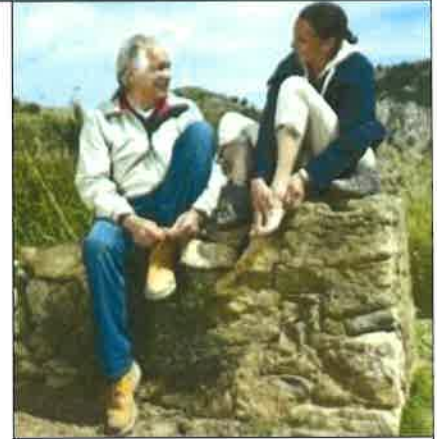
Ed Walsh,
Rancho Mirage

Each May, the nation celebrates Older Americans Month to recognize older Americans for their contributions and provide them with information to help them stay healthy and active. For 2014, the Administration for Community Living (ACL) has focused on injury prevention with the theme **Safe Today. Healthy Tomorrow.**

Older adults are at a much higher risk of unintentional injury and even death than the rest of the population. Unintentional injuries to this population result in millions of medically treated injuries and more than 30,000 deaths every year. With a focus on safety during Older Americans Month, the ACL plans to use this opportunity to raise awareness about this critical issue. By taking control of their safety, older Americans can live longer, healthier lives.

Information to help your organization celebrate Older Americans Month will be coming soon!

Excerpted from *ACL News & Info*, Tuesday, December 17, 2013



Report Examines Readiness for Care Coordination in Five States

A new report from the AARP Public Policy Institute examines adequacy of the care coordination and provider network to deliver safe, high-quality managed long-term services and supports (LTSS).

The report reviews the approach to care coordination in five states: Arizona, Minnesota, Tennessee, Texas and Wisconsin. Though each of the states has a unique approach to ensuring managed care organizations are ready to provide care to consumers in their state, several similar themes emerged: (a) the need for robust information technology systems; (b) the importance of partnering with contracted managed care organizations while, at the same time, conducting effective oversight; (c) the importance of some level of state involvement in care coordinator training; (d) the usefulness of benchmarks to measure network adequacy; and (e) the importance of ongoing state oversight.

<http://www.aarp.org/health/medicare-insurance/info-12-2013/the-readiness-review-process-AARP-ppi-ltc.html> to access the full report.

Excerpted from NASUAD Friday Update - January 3, 2014

AGEWATCH

January, 2014

Upcoming Events

January 10, Governor's 2014-15 Budget Release, Sacramento www.dof.ca.gov

January 13-14, California Commission on Aging, Sacramento www.ccoa.ca.gov

February 25 - 26, Triple-A Council of California, Sacramento www.4tacc.org

California Commission on Aging staff:
Sandra Fitzpatrick, M.A., Executive Director
Carol Sewell, MAG, Program Analyst on Aging
Marcella Lopez, Administrative Assistant



... as a citizen's voice in government...

State & Federal budgets released: mixed forecast for aging programs in 2014

The release of Governor Brown's proposed 2014-2015 budget coincided with passage of a federal budget bill this month. The \$155 billion state budget proposes to invest \$670 million for expanded Medi-Cal benefits tied to Health Care Reform, but primarily focuses on reducing state debt and investing in education.

Following years of drastic reductions in the safety net and long-term services and supports, advocates for the elderly and persons with disabilities expressed disappointment that none of the lost program dollars were restored in the Governor's proposal. The budget continues an 8% reduction in hours for In-Home Supportive Services along with imposing a new prohibition on overtime hours for IHSS workers. The budget also leaves in place the flat SSI/SSP grant levels which have been in use since the annual state SSI/SSP COLA was eliminated in 2009, as well as maintains a 10% Medi-Cal provider rate cut.

To view the Governor's proposed budget and accompanying documents, visit www.dof.ca.gov.

The passage of a federal appropriations bill this month prevents the chance of a government shutdown for the remainder of the federal fiscal year and sets discretionary spending levels throughout that time. The bill holds steady funding for most Older Americans Act programs, but appropriates an additional \$41 million increase for senior nutrition programs. The bill also fully funds the SNAP program (formerly known as Food Stamps) at \$82 billion and increases by \$1 billion funding for Alzheimer's research and the BRAIN initiative, among other research programs at the National Institutes of Health.

A chart of final OAA funding is available on the National Council on Aging website at <http://www.ncoa.org/assets/files/pdf/public-policy--action/FY14-Request-v1.pdf>.

State Budget Information: Governor's Press Release, *Governor Brown Proposes 2014-15 Budget*, 1.9.2014; California Healthline, *Brown's Budget Proposal Would Allocate \$670M to Medi-Cal*, Thursday, January 9, 2014; and California Budget Project, *Governor's Budget Proposal Prioritizes Paying Down Debt and Saving for a Rainy Day, Takes Only a Modest Step Toward Reinvesting in California's Future*, January 13, 2014.

Federal Budget information: House Appropriations Committee Summary, *Bill halts new funding and slices into existing funds for ObamaCare, targets investments to disease prevention and research*; Senate Committee on Appropriations, *Summary: Fiscal Year 2014 Omnibus Appropriations Bill*, January 13, 2014



Brown's Budget Threatens Vulnerable Seniors

Guest Editorial

by Gary Passmore, Vice President and Legislative Advocate of
The Congress of California Seniors

The state fiscal outlook for 2014 is brighter than it's been in several years but there are still big challenges facing California seniors and the programs they depend on. One that is of great concern to the Congress of California Seniors (CCS) is a recommendation by Governor Brown to prevent homecare workers from receiving overtime pay.

A few words of background are in order. For some years, California law has protected workers from exploitation by requiring employers to pay overtime for hours worked above 40 per week. Homecare providers have been exempted under a provision called the companionship rule because many providers live with the people they care for, and many are family members. In the fall of 2013, the Obama administration issued a regulation lifting the companionship rule for homecare workers to make them eligible for overtime pay. The Congress of California Seniors supported that regulation and looked forward to seeing homecare workers receiving extra pay for overtime, like all other workers.



Now the Brown administration has developed a scheme to avoid the cost of paying overtime by requiring that IHSS workers be limited to no more than 40 hours of work. It is a proposal that is unfair to hard working, low wage workers and could create chaos for many IHSS recipients. First, because many workers live with their clients, the Brown budget proposal will reduce family income putting both caregiver and client at risk of losing their housing or losing essential income to support the household. It will force thousands of IHSS caregivers deeper into poverty. Further, it will force families who have been caring for their loved ones for decades to bring someone new into the home to provide the residual hours of care...people who don't know the client or their needs. Finally, it will be a challenge to find trained people willing to work for low wages for just a few hours per week. Turn-over for care giving is already too high because of low wages and few benefits.

One of the sad ironies of the proposal is that those who will suffer most are those in greatest need...frail people who require the maximum level of assistance to live at home. And a disproportionate number of caregivers are women...and women of color.

CCS will be working with advocates for seniors and people with disabilities, as well as advocates for caregivers, to have the Legislature reject the Governor's ill-conceived plan and pass a budget that respects caregivers and protects those in need.

Well-being of working family caregivers focus of new AARP report

The impact of numerous responsibilities on working family caregivers is the focus of a new report from the AARP Public Policy Institute and the United Hospital Fund (UHF). On top of their workplace obligations, working caregivers are tasked with such complex caregiving duties as medication management, wound care, tracking glucose levels and blood pressure readings -- often with little or no training or support. The report, *Employed Family Caregivers Providing Complex Chronic Care*, highlights an urgent need for employers to recognize that their employees who are family caregivers are managing complex responsibilities both at home and on the job.

The second report on caregivers by UHF and AARP, the new report is the first to examine the stress levels brought on by the responsibilities of full- or part-time employment combined with high levels of care-related responsibilities at home. The new report finds that nearly half of all employed family caregivers perform medical/nursing tasks, and 61 percent report feeling stressed over the range of responsibilities.

To read the full report, visit <http://www.uhfnyc.org/news/880950>.

Information from ACL News & Info, *New Report Raises Concerns about the Well Being of Employed Family Caregivers*. Tuesday, December 17.

Poverty levels still prevalent; overlooked in older adult population

Release of the State and Federal budgets also coincided with the 50th anniversary of the nation's "War on Poverty," responsible for creating many of the safety net programs that have significantly reduced poverty levels nationwide.

According to the National Senior Citizens Law Center (NSCLC), the national conversation about ending poverty often overlooks the fact that more than 6.45 million seniors nationwide remain in poverty today, with 20 percent of California's seniors living in poverty when measured with the government's Supplemental Poverty Measure.

NSCLC believes that number is growing as costs rise at the same time that many critical programs either stagnate or are cut. NSCLC believes safety net programs can continue to provide support for older adults if they are protected during economic downturns and kept current with the economic realities of senior's lives. To read the NSCLC commentary, *Where We Stand: Seniors Remain on Frontlines in War on Poverty*, visit

<http://www.nsclc.org/index.php/where-we-stand-seniors-remain-on-frontlines-in-war-on-poverty>.

Excerpted from NSCLC Helps, *Where We Stand: Seniors Remain on Frontlines in War on Poverty*, January 8, 2014

APPENDIX TABLE 1: Percent of Individuals Ages 65 and Older With Incomes Below 100% and 200% of Poverty, 2009-2011

State	Below 100% of the poverty threshold			Below 200% of the poverty threshold		
	Official poverty measure	Supplemental poverty measure	Percentage point difference	Official poverty measure	Supplemental poverty measure	Percentage point difference
United States	9%	15%	6%*	36%	48%	14%*
Alaska	10%	15%	5%*	31%	47%	16%*
Alabama	9%	17%	8%	39%	45%	6%
Arkansas	12%	15%	3%	44%	50%	7%
Arizona	9%	15%	6%*	31%	42%	12%*
California	8%	20%	12%*	33%	56%	23%*
Colorado	7%	15%	8%*	28%	42%	15%*
Connecticut	6%	13%	6%*	26%	46%	20%*
DC	16%	26%	10%*	37%	59%	22%*
Delaware	8%	15%	7%*	29%	46%	17%*
Florida	9%	17%	8%*	33%	51%	18%*
Georgia	12%	18%	6%*	42%	54%	12%*
Hawaii	8%	19%	11%*	30%	55%	25%*
Iowa	6%	8%	2%	33%	41%	8%
Idaho	8%	15%	6%*	32%	43%	11%*

Kaiser Family Foundation, *A State-by-State Snapshot of Poverty Among Seniors: Findings From Analysis of the Supplemental Poverty Measure*, May 20, 2013. <http://kff.org/report-section/supplemental-poverty-measure-appendices/>

**California
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Marian Last,
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Rossmoor

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Los Angeles

Bert Bettis,
Wilton

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Policy brief examines readiness of dual-eligibles for transition to managed care

A new policy brief from the UCLA Center for Health Policy Research examines the readiness of California's low-income elderly to transition from fee-for-service care to managed care coverage under the state's Coordinated Care Initiative pilot program, Cal MediConnect. In January, the program begins this transition for 450,000 "dual eligible" seniors who are covered by both Medicare and Medi-Cal in the eight pilot counties.

The results of the Center's study are detailed in the brief *Disconnected?: Challenges of Communicating Cal MediConnect to Low-Income Older Californians*, and include findings of confusion and concern about what the changes mean for the elders' health and well-being.

To read the full report, go to <http://healthpolicy.ucla.edu/publications/Documents/PDF/homepolicynote-jan2014.pdf>.

UCLA Center for Health Policy Research Health Policy News, Cal MediConnect - are California seniors ready?, January 15, 2014

AGEWATCH

January 23, 2014

Upcoming Events

February 6, Los Angeles Call to Action 2014, Presented by Elder Financial Protection Network (EFPN) <http://www.elderfinancialprotection.org/call-to-action-2014-los-angeles/#register>

February 25 - 26, Triple-A Council of California, Sacramento. www.4tacc.org

March 4 - 6, LeadingAge California, Policy & Leadership Summit *Empowering Leaders for Action*, Sacramento. <http://online.aging.org/PUBLIC/Core/Events>

March 18-19, California Commission on Aging meeting, Los Angeles Hotel, Los Angeles. www.ccoa.ca.gov.

June 2, California Commission on Aging Symposium, *The Future of Aging*, Monterey, additional information TBA

California Commission on Aging staff:
Sandra Fitzpatrick, M.A., Executive Director
Carol Sewell, MAG, Program Analyst on Aging
Marcella Lopez, Administrative Assistant



The Future of Aging: A California Conversation

Please join us Tuesday, March 18th for *The Future of Aging: A California Conversation* – a symposium that brings together high level strategists and policy leaders to begin the dialogue about creating new paradigms for the future of aging services. In a time of changing demographics and service structures, this event will challenge attendees to think differently about the day-to-day realities and potential opportunities of an aging California.

Sponsored by USC Davis School of Gerontology & the California Commission on Aging

Distinguished presenters include

REPRESENTATIVE KAREN BASS, 37th Congressional District

THE CHALLENGE OF REINVENTING AGING

RICHARD ADLER, MA, MBA, Distinguished Fellow, Institute for the Future

THE NEXUS OF LONGEVITY AND DIVERSITY

WILLIAM A. VEGA, PhD, Executive Director, USC Edward R. Roybal Institute on Aging AND
KAREN LINCOLN, Ph.D., M.S.W., M.A. Associate Professor, USC School of Social Work;
Director, Hartford Center of Geriatric Social Work Excellence; Founder and Chair, Advocates for African
American Elders; Senior Scientist, Roybal Institute on Aging, CO-PRESENTERS

PLAYING CHESS WITH THE DEVIL: HOW TO END ALZHEIMER'S NOW

DALE E. BREDESEN, M.D., Augustus Rose Professor and Director of the Easton Center on Alzheimer's
Disease Research at UCLA; Adjunct Professor, Buck Institute for Research on Aging and University of
California, San Francisco

THE DIGITAL AGING REVOLUTION

ELIZABETH ZELINSKI, Ph.D., Rita and Edward Polusky Chair in Education and Aging; Professor of
Gerontology and Psychology, USC Davis School of Gerontology

RESPONSE, REFLECTION AND FACILITATED AUDIENCE COMMENTS

LAURA TREJO, MSG, MPA, General Manager, City of Los Angeles Department of Aging

Tuesday, March 18, 2014, 9:30 a.m. – 3:30 p.m.
USC Davis School of Gerontology Auditorium
3715 McClintock Avenue, Los Angeles, CA 90089-0191

Please RSVP at: www.usc.edu/esvp (code: aging)

Registration Fee: \$25 - includes lunch

Parking: \$10 per vehicle

AGEWATCH is an occasional publication of the California Commission on Aging (CCoA) intended to inform, educate, and advocate. The CCoA is an independent state agency established in 1973 to serve as the principal state advocate on behalf of older Californians. The CCoA office is located at 1300 National Drive, Suite 173, Sacramento, CA 95834.

(916) 419-7591

www.ccoa.ca.gov

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AGEWATCH

February 24, 2014

Upcoming Events

February 25 - 26, Triple-A Council of California, Sacramento. www.4tacc.org

March 4 - 6, LeadingAge California, Policy & Leadership Summit *Empowering Leaders for Action*, Sacramento. <http://online.aging.org/PUBLIC/Core/Events>

March 11 -- 15, *2014 Aging in America Conference*, American Society on Aging. Manchester Grand Hyatt in San Diego. <http://asaging.org/aia> to register.

March 18-19, California Commission on Aging meeting, Los Angeles Hotel, Los Angeles. www.ccoa.ca.gov.

June 2, California Commission on Aging Symposium, *The Future of Aging*, Monterey, additional information TBA

California Commission on Aging staff:
Sandra Fitzpatrick, M.A., Executive Director
Carol Sewell, MAG, Program Analyst on Aging
Marcella Lopez, Administrative Assistant

FY 2013-2014 Advisory Council Committee Membership List

Council Representation	Appointee	Outreach	H&T	Health	Leg.	SNP	PAC	Optimal Aging	By-Laws
Board of Supervisors	Wayne Evans								X
Board of Supervisors	Rose Gossom	X	X	X		X	X		
Board of Supervisors	Lisa Hayden	X		X			X*		
Board of Supervisors	Joyce Pinkard	X							
Board of Supervisors	Mel Silberberg		X		X		X*		X
Board of Supervisors	Max VanderWyk		X						
California Senior Legislature	June Glasmeier				X				
California Senior Legislature	Lawrence Hartmann				X				
California Senior Legislature	Bill Witt				X			X	
City of Camarillo	Luis Espinosa				X	X	X		X
City of Camarillo	Karen King							X	X
City of Fillmore	Vivian Johnson					X			
City of Fillmore	Donna Voelker			X		X			
City of Moorpark	Tony Bellasalma		X			X			X
City of Moorpark	Benjamin Montoya						X		
City of Ojai	Ginny Rockefeller			X				X	
City of Oxnard	Ady Esparza	X					X*		
Oxnard	Nancy Rowe	X		X			X*		X
City of Port Hueneme	Paul Boog	X	X		X		X		
City of Simi Valley	Karen Cline			X				X	
City of Simi Valley	Antoinette Olson					X	X*	X	
City of Ventura	Marion Holzwarth					X			
City of Thousand Oaks	Nancy Healy				X				
City of Thousand Oaks	Nick Fotheringham				X		X*		
Immediate Past Chair	Darlene Benz	X	X			X	X		
Service Provider	Rosemary Flores-Gordon			X	X		X		
Special Population Seat	Ricardo Melendez								
Special Population Seat	Sue Tatangelo								
Special Population Seat	Donald Todd Sr.								

Updated 03/05/2014

* - Denotes committee chair who is an automatic member of the Planning and Allocation Committee

Agenda Item #10

Special Population Seat	Dalila Sankaran								
Special Population Seat	Charles McDermott		X			x			
Service Provider	Sylvia Taylor Stein				X		X*	X	
Total Members		7	7	8	10	9	13	7	6

Updated 03/05/2014

* - Denotes committee chair who is an automatic member of the Planning and Allocation Committee



To Serve. To Guide. To Envision.

**Ventura County
Area Agency on Aging**

646 County Sq. Dr., Ste 100; Ventura, CA 93003
805.477.7300 or 800.510.2020
web: aaa.countyofventura.org

Advisory Council – Social Media Survey

Internet Access	
1	Do you have computer access to the Internet? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, go to Phone Questions below.
2	If yes, how do you access the Internet? <input type="checkbox"/> Phone <input type="checkbox"/> Tablet <input type="checkbox"/> Smart TV <input type="checkbox"/> Home computer <input type="checkbox"/> Family Member or Friend’s computer <input type="checkbox"/> Library <input type="checkbox"/> Other
3	What social media sites do you access? YouTube <input type="checkbox"/> Yes <input type="checkbox"/> No Facebook <input type="checkbox"/> Yes <input type="checkbox"/> No Linked-In <input type="checkbox"/> Yes <input type="checkbox"/> No Skype <input type="checkbox"/> Yes <input type="checkbox"/> No Other (please list):
4	What browser do you use? <input type="checkbox"/> Internet Explorer? <input type="checkbox"/> Firefox? <input type="checkbox"/> Safari? <input type="checkbox"/> Google? <input type="checkbox"/> Google Chrome? <input type="checkbox"/> Netscape? <input type="checkbox"/> Other (list):
5	What Internet service provider do you use?
6	Do you use e-mail? <input type="checkbox"/> Yes <input type="checkbox"/> No
7	Do you have a web cam on your computer? <input type="checkbox"/> Yes <input type="checkbox"/> No
8	If yes, would you be interested in Video Conference meetings? <input type="checkbox"/> Yes <input type="checkbox"/> No
Phone and Tablet	
1	Do you use a mobile phone? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what kind?
2	What service provider do you use?
3	Do you use text messaging to: <input type="checkbox"/> Receive text messages <input type="checkbox"/> Send text messages
4	Would you be willing to be notified by text if there was a change and/or cancellation for a VCAAA meeting? <input type="checkbox"/> Yes <input type="checkbox"/> No
5	Do you access the internet on your phone? <input type="checkbox"/> Yes <input type="checkbox"/> No
6	What apps, if any, do you use on your phone? <input type="checkbox"/> Facebook <input type="checkbox"/> Twitter <input type="checkbox"/> Instagram <input type="checkbox"/> Pinterest <input type="checkbox"/> LinkedIn <input type="checkbox"/> Flipboard <input type="checkbox"/> Vine <input type="checkbox"/> Tumblr <input type="checkbox"/> Foursquare <input type="checkbox"/> Other (please list):
7	Do you make use of a tablet? <input type="checkbox"/> Yes <input type="checkbox"/> No