

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)