

VENTURA COUNTY AREA AGENCY ON AGING
ADVISORY COUNCIL MEETING MINUTES

Advisory Council Center
646 County Square Drive, Suite 100
Ventura, CA 93003
March 12, 2014

Advisory Council Members Present

Tony Bellasalma (Moorpark COA)	Karen King (Camarillo COA)
Darlene Benz (Immediate Past Chair)	Antoinette Olson (Simi Valley 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)
Rosemary Flores-Gordon (Service Provider)	Dalila Sankaran (Special Population)
Rose Gossom (Supervisory Appointee)	Mel Silberberg (Supervisory Appointee)
June Glasmeier (CSL)	Sylvia Taylor Stein (Service Provider)
Nick Fotheringham (Thousand Oaks COA)	Donald Todd (Special Population)
Lawrence Hartmann (CSL)	Max VanderWyk (Supervisory Appointee)
Lisa Hayden (Supervisory Appointee)	Beverly Whittaker (Ventura COA)
Nancy Healy (Thousand Oaks COA)	
Vivian Johnson (Fillmore COA)	

Advisory Council Members Absent

Luis Espinosa (Camarillo COA) - EA
Wayne Evans (Supervisory Appointee) - EA
Ricardo Melendez (Special Population)
Benjamina Montoya (Moorpark COA)
Sue Tatangelo (Special Population) - EA
Bill Witt (CSL) - EA

VCAAA Staff Present

Christy Cantrell	Katharine Raley
Victoria Jump	Elizabeth Renteria
Monique Nowlin	Christine Voth
Brian Murphy	

Guests

Jay Evans	Lisa Powell
Margaret Aslanian	Phil Chandler
Steve Lehmann	Steve Lehmann
Karen Markle	Susan Haverland
Lindsey Nibecker	Patty Bolland
Teri Helton	Livia Smoquina
Inna Berger	

1. **Call to Order** - The meeting was called to order at 9:02 a.m. by Chair Nancy Rowe (Oxnard COA).
2. **Pledge of Allegiance** – Mel Silberberg led the Pledge of Allegiance. A quorum was present.
3. **Approval of Area Agency on Aging Advisory Council Meeting Minutes** - The minutes of the January 8, 2014, meeting were approved with one corrections. On page 2 of the minutes Sue Tatangelo's name was left off the report as the elected family caregiver representative. (Silberberg/Olson/Passed). Additional clarification was requested about agenda item #5. Item #6, I-A – the sentence should read “knit together technology and people of different generations.”

4. **Public Comments** –

Lindsey Nibecker – Lindsey spoke about the SCAN Grant that the Camarillo Health Care District received to build a regional coalition around long term services and supports.

Steve Lehmann – Steve introduced SCAN's new dietician Margaret Aslanian. He also spoke about upcoming classes.

5. **Consent Agenda Items** – the consent agenda containing the Optimal Aging Committee Report from January 22, 2014, Optimal Aging Committee Report from February 26, 2014, By-Laws Committee Report from January 14, 2014, Senior Nutrition Committee Report from January 27, 2014, Legislative Committee Report from January 8, 2014, Housing and Transportation Committee Report from January 14, 2014, Health Issues Committee Report from February 18, 2014 and the Outreach Committee Report from January 29, 2014 were accepted (Hayden/Benz/Passed)

6. **Discussion Items/Presentation/Motion**

- 6.1 **FY 2014-2015 VCAAA Strategic Plan Update Public Hearing.** Nancy Rowe presented the item and conducted the public hearing. Christine Voth went through a detailed PowerPoint detailing agency activities including those funded with program development and/or coordination funds. There was no public testimony.
- 6.2 **Approval/Modification/Discussion of VCAAA FY 2014-2015 Strategic Plan Update.** Nancy Rowe presented the item.

Motion to approve: Toni Olson

Second: Lisa Hayden

Discussion: It was noted that the title on the agenda was wrong as should read “FY 2014-2015”

Abstentions: There were no abstentions

Motion approved by a voice vote.

6.3 **Independence at Home** – Karen Markle with SCAN gave a brief presentation on the “Independence at Home” program. A lot of questions were asked about background checks for the volunteers, the cost and who the program was meant for. Karen also went over some of their other programs including one that provided a free Thanksgiving meal, their hygiene kit program and programs aimed at teaching technology to seniors. She will be bringing flyers to the agency which will be distributed at the May Advisory Council meeting.

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 presented the report.

Motion to approve: Paul Boog

Second: Max VanderWyk

Discussion: There was a question about policy and procedure III-F Guidelines for the Election of Representatives from Councils on Aging or City Representatives and if in the last section (#6 – city can reappoint the member) if there was an “easier process”. It was noted that this was the easier process rather than a full election process.

Abstentions: There were no abstentions

Motion approved by a voice vote.

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 presented the report.

Motion to approve: Mel Silberberg

Second: Vivian Johnson

Discussion: Vivian recommended Advisory Council support of this item and relayed her experience with having to modify her house for her husband. She has had to spend thousands of dollars to retrofit her house to accommodate a wheelchair.

Abstentions: There were no abstentions

Motion approved by a voice vote.

- 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 presented this item. Sylvia Taylor Stein, Karen King, June Glasmeier and Tony Bellasalma volunteered. Additionally, Nancy noted that the application for the Executive Committee would soon be on the Agency website.
- 6.7 **Quarterly Grantee and Direct Service Report.** Brian Murphy presented the second quarter data and answered Advisory Council questions. Donald Todd asked about the grantee budgets and if grantees could move funds between contracted items. Brian explained the process and that grantees could move up to 10% between the various line items but more than 10% required a budget modification. Brian also handed out a chart at the meeting showing all the service unit category definitions and units of measurement
- 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 presented the report and gave a brief update on the items that were considered to be core to the program. They are as follows: commercial stove, convection oven, commercial freezer, commercial refrigerator, dishwasher and sanitizer, commercial sink and green sink.

Motion to approve: Toni Olson

Second: Darlene Benz

Discussion: Motion was amended to include ice machines to the list of core equipment. Clarification was provided to the council that the intent of this item was to establish a list of items that are core to running the senior nutrition program and was not an exhaustive list. If and when there was one-time-only monies the items on the list would be considered for replacement if broken.

Abstentions: There were no abstentions

Motion approved by a voice vote.

- 6.9 **Optimal Aging Committee Update** – Sylvia Taylor Stein spoke about the activities of the Optimal Aging committee and let the Council know that they would soon be receiving an email with a link to a survey that they are being asked to complete. The surveys deals with questions relating to what they feel about aging optimally. Survey data will be compiled and presented at the May Advisory Council meeting.
7. **Advisory Council Meeting Schedule** - The meeting schedule for FY 2013-2014 was included for informational purposes.
8. **CSL/TACC Update** – June gave a brief update on the TACC meeting she attended at the end of February. Larry Hartmann reminded everyone in attendance about the importance of line 402 on the California State Income tax as contributions help fund

CSL

9. **California Commission on Aging AgeWatch for January and February 2014** – included for information purposes only.
10. **Committee Membership List for FY 2013-2014** - The list was included for informational purposes.
11. **Social Media Survey** – Elizabeth Renteria provided a brief introduction on the social media survey that was included in the packet and asked everyone to fill it out and turn it in.
12. **Form 700 Reminder** – Monique Nowlin reminded everyone to turn in their 700 forms and if they needed another form to see her.
13. **SNAC – Recruitment for New Representative** – Darlene explained the history of the VCAAA Advisory Council with the Senior Nutrition Action Council (SNAC) and asked for a volunteer to replace her on their board. She agreed to be the VCAAA representative to SNAC almost 10 years ago and would like someone else to step up and take her spot. Those interested should contact her.
14. **Comments from the Chair** – Chair Nancy Rowe spoke about the health education classes that St. John's hospital holds on regular basis. She also pointed out that June Glasmeier was the cover model for this months "Good Health, Good Living" e-magazine.
15. **Other Business** –
Toni Olson – Toni shared information about the pancake breakfast and spring arts and crafts fair that the Simi Valley senior Center was holding on March 28 and 29 and invited all to attend.
16. **Adjournment** – the meeting was adjourned at 10:50 a.m.(Boog/Todd/Passed)