GOVERNING BOARD MINUTES

 *To be approved on:* **Minutes of the Jan 25, 2016 meeting at**

 April 25, 2016 Tulare County Board of Supervisors

 **10:00 a.m. Conference Rooms A/B**

 **2800 W. Burrel**

**Visalia, CA 93291**

**GOVERNING BOARD MEMBERS PRESENT:**

Craig Pedersen, Chair, Kings Co. – Dist. 4

Pete Vander Poel, Vice Chair Tulare Co. – Dist. 2

Mike Ennis, Tulare Co. – Dist. 5

Richard Fagundes, Kings Co – Dist 5

Allen Ishida, Tulare Co. – Dist. 1

**STAFF PRESENT:**

Laura Silva, K/T AAA Director

Matthew Kredit

Israel Guardado

Nancy Aldaoud

Christine Tidwell

 **COUNCIL MEMBERS PRESENT:**

 Marsha Calhoun

 Mary Krieg-Vasquez

 Dick Johnson

 Don Turner

 Kyle Melton

 Sharon Lamango

 Dr. David Wood

 Cheri Taylor

 Marlene Chambers

 Suzann Wray

 Sharon DeMasters

 **GUESTS PRESENT:**

Albert Cendejas (CSET)

John Jansons, Farmersville, City Manager

Paul Boyer, Vice Mayor, Farmersville

Greg Gomez, Mayor, Farmersville

Alicia Garcia

1. **Call to Order** –Supervisor Ishida, Chair,called the meeting to order at 10:02 a.m.
2. **Public Comment** – Albert Cendejas, CSET Senior Program Coordinator announced that CSET is providing free tax service for seniors in Tulare and Kings County. Volunteer Income Tax Assistance (Vita) tax preparers will be at four Tulare County sites and three Kings County sites. (fliers are available with dates and times), including senior centers. Sharon DeMasters, Director of the Kings County Commission on Aging, (KCCOA) stated tax preparers will be at various sites in Kings County including Armona, Avenal and at the United Way offices.

Mr. Cendejas noted that this year there is a $2,000 tax credit opportunity for those below a particular income guideline.

Advisory Council member, Don Turner announced in regard to taxes, that the California Senior Legislature (CSL) relies on voluntary donations, which can be contributed by checking box 427 on the state tax return form.

1. **Introduction of New K/T AAA Staff** – K/T AAA Director, Laura Silva announce that Brooke Sisk, the K/T AAA Administrative Specialist that has worked for several years with the Agency has left the program for an opportunity with Tulare County General Services. Ms. Silva introduced new K/T AAA team members, Matthew Kredit and Israel Guardado.
2. **Approval of Minutes of October 19, 2015** – Supervisor Fagundes approved the minutes as presented; Supervisor Ennis seconded the motion, which carried unanimously.
3. **Election of Chair and Vice Chair for 2016** – Ms. Silva said the Chair position is generally rotated to the Vice Chair, (currently Supervisor Pederson), thus rotating between alternate counties. Supervisor Fagundes nominated Supervisor Pedersen to be Chair and Supervisor Pete Vander Poel as Vice Chair. Supervisor Ennis seconded the motion, which was approved unanimously. The gavel passed to Supervisor Pedersen to officiate the remainder of the meeting. (**Res. No. 16-001)**

Supervisor Pedersen requested the meeting be moved away from the agenda in order to do introductions of all persons in attendance.

1. **Governing Board Meeting Schedule –**Ms. Silva said that the agenda packet includes a list of proposed Governing Board meeting dates for 2016. She noted the dates follow the convention of prior year’s meeting dates. Supervisor Vander Poel asked if there had been any thought on scheduling a community meeting in each county every year versus one rotating between counties on alternate years. He said this would give seniors more availability to attend. Supervisor Ishida agreed this would be a good idea. The schedule will be revised to reflect the new locations. The meeting dates were approved. (**Res. No. 16-002)**
2. **Reappointment of Advisory Council Members –** Supervisor Vander Poel motioned for the re-appointment of Dick Johnson (Seat #14) and Sharon Lamagno (Seat #15) to their respective Advisory Council seats and thanked them for their services. Supervisor Ennis seconded the motion, which was approved unanimously. **(Res. No. 16-003)**
3. **K/T AAA Budget Increase** *(Aud 308)* **–** Ms. Silva reported that there was an increase in funding to the Long-Term Care Ombudsman program in the amount of $4,773. As the Director, she reported this adjustment to the budget, which she said was in the designated scope of ten percent.
4. **In the Matter of Acceptance of the Grant Award Contract for the Medicare Improvements for Patients and Providers Ace (MIPPA) –** Ms. Silva said this is the fifth year this revenue contract has been available. It is in partnership with the K/T AAA Health Insurance Counseling and Advocacy Program (HICAP). It is a revenue grant for $16, 372. The program helps to make Medicare affordable to eligible seniors by paying deductibles, co-pays, and premiums. Ms. Silva requested the Board’s approval to enter into the contract. Supervisor Ennis moved for approval, Supervisor Fagundes seconded the motion, which carried unanimously. **(Res. No. 16-004)**
5. **Procurement Planned - Request for Proposal (RFP) –** Ms. Silva said this is an RFP for the Title V Senior Community Services Employment Program. The grant has been covered by CSET since the early 1990s. The funding recently increased from $92,000 to approximately $117,000. Crossing the $100,000 threshold now requires the contract to be sent out for procurement. She noted it is on the agenda as an information item, but after discussion with her leadership regarding possible other organizations that may be interested, it was thought that this might be a single source (CSET) grant. She said it may need to be an action item instead of an information item. Originally, the plan was to just move it forward. She noted there is not much feedback from the community that other organizations are interested and requested the Board’s recommendation. Supervisor Vander Poel said his opinion is that CSET has done a fantastic job and provided an excellent level of service, but given that, K/T AAA still can’t circumvent the public process that is in place, even if there are no other competing bids received, the process was followed. Supervisor Ishida agreed that the process should be adhered to.
6. **Ricciardi, Inc. Single Audit Report –** Ms. Silva said every year Ricciardi auditors come to ensure the books are in line for the Federal and State grants that the K/T AAA receives. She noted the State has changed its auditing methods and have come to expect more detailed record keeping of the programs in the past few years. She said that Ricciardi was impressed with the new practices the K/T AAA has adopted since the last State monitoring. The audit was clean with no findings, no questioned costs, and no recommendations.

Supervisor Pedersen asked if the K/T AAA finished with the State regarding the findings from the previous State audit. Ms. Silva said that everything has been completed. There were a few areas where there were findings but the programs were ones that K/T AAA does not administer any longer. Other pieces of the puzzle had to do with the calculation of interest. Ricciardi is now helping K/T AAA manage and calculate interest amounts with an appropriate formula.

1. **Farmersville Senior Center –** Albert Cendejas said he and CSET Director, Mary Escarsega-Fechner met with the City of Farmersville to discuss how to add additional services, especially on the congregate meal level in the Farmersville area. With that in mind, the request has come to CSET to provide congregate meals. Mr. Cendejas introduced three representatives from the City of Farmersville in attendance at the meeting to explain their request and provide additional information. John Jansons, Farmersville City Manager addressed the Board. Initially, he commented that he was impressed with the multi-county collaboration and cooperation that K/T AAA represents in working so closely to serve the seniors of both the Kings and Tulare Counties. Mayor Greg Gomez and Vice Mayor Paul Boyer were also in attendance. Mr. Jansons said that utilizing the 2015 CDBG award that the city has received it would like to expand the services at the Farmersville Senior Center. He said most important to the community is the meal program. The City has been in discussion with the senior center as to how that might be accomplished. However, given that it is a volunteer-based organization, the senior center lacks the capacity to band into a sub-recipient agreement with the CDBG, which is administration and reporting intensive. The City is looking for a partner that has the capacity to manage the needed paperwork and reporting compliance, which is where CSET came to its attention.

The City has been in discussion with CSET Director, Ms. Escarsega-Fechner and her staff on how it might be able to contract with CSET, and then CSET be the manager of expanded services at the Farmersville Senior Center. Through the discussions, the K/T AAA services came to light and it was thought it would be a fantastic additional possibility. The City is looking to put together a partnership and will be back to the Board in the near future to talk about the development of the proposed effort and how the Board might be able to support it.

Supervisor Vander Poel commented that it’s a great opportunity and he appreciates partners coming to the table with some “skin in the game” and appreciates the effort to serve a very vulnerable population. He feels it would be great to enter into that partnership and to make those services available.

Ms. Silva said it was a challenging decision at the time the K/T AAA made the decision in 2008 to cut meal services to five community sites and appreciates that other revenue sources can now be brought to the table.

1. **Woodlake Senior Center Relocations –** Mr. Cendejas reported that the block where the Woodlake Senior Center is located is slated for renovation, necessitating the center relocate. It has relocated to the *Scout Shack*, a smaller building in the park. The City and the Fire District pulled together to renovate the building to make it be usable for a senior center. This relocation will be needed for approximately one year. The move required closure of the site for only one day. Mr. Cendejas noted that everyone has, so far, been happy with the relocation.

**\*At this juncture, Supervisors Ishida and Ennis left this meeting for another engagement.**

1. **Announcement of New K/T AAA Registered Dietician –** Ms. Silva said that in September K/T AAA received notice from Chuck Newcomb, the dietician who has served K/T AAA for the past 20 years. Due to a new opportunity he is pursuing, he is no longer able to serve as the dietician for K/T AAA. Ms. Silva noted, however, that he had also significantly raised his rates for the Agency. Agency staff located a new dietician, Josephine Ho, through Dietary Directions, Inc. Ms. Ho is familiar with monitoring Area Agencies in Merced, and Madera. Mr. Newcomb’s contracted amount was $17,000/year for Tulare County services and the new dietician’s rate is at a 20 percent savings, which will be put towards services for the seniors. The dietician reviews menus, monitors kitchen facilities, and provides educational materials for the seniors.

Supervisor Vander Poel commented that the saving come at a perfect time, in that those saving may be able to be used toward the Farmersville effort.

1. **2015 year in Review –** Matthew Kredit presented a Powerpoint presentation of events and highlights for 2015. Highlights included the co-location move to Noble Plaza for the IHSS, MSSP, and the HICAP programs. This makes all three programs accessible in the same location and provides cost savings for the programs. Also noted was HICAP’s success in meeting 7 or 7 of the program’s Federal benchmarks and 7 of 9 State benchmarks. Throughout the year, HICAP served 941 clients. The program operates with three paid staff and 13 highly trained volunteers. Additionally it was noted that the 46th Annual Senior Day took place on May 1, 2015, with 1400 seniors and their caregivers turning out for the event at Mooney Grove Park. One hundred and fifty agency staff and community partner volunteered to make the event successful.

Ms. Silva took this opportunity to mention the upcoming 2016 Senior Day in the Park, which will be held on May 6, 2016. She said many past volunteers are already asking to participate again this year. This year K/T AAA will rely more on community and corporate donors to support the event.

Other highlights included the Kings County Friendship Day held in May at the Kings County Civic Auditorium with approximately 300 attendees and the Kings County *Picnic in the Park* in September. Additionally noted, was the Kings County Regional Volunteer recognition ceremony held in Fresno, arranged by KCCOA. Also mentioned was the Kings County Gleaners Program that, by working with local farmers, collects and distributes approximately 400 pounds per month of produce to senior centers.

The last major effort of the year is the Senior Stocking Project with the delivery of holiday stockings to at risk home-bound seniors. Many community partners and employees contribute to this project. Mention was also made of the K/T AAA contracted providers including: Porterville Adult Day Services (PADS), now with a new name, Valley Adult Day Services; Tulare Senior Center; and Valley Caregiver Resource Center (VCRC) and Community Services Employment Training (CSET).

1. **CA Association of Area Agencies on Aging (C4A) Vision 2025** – Ms. Silva said she is a member of C4A, which consists of 33 California Area Agencies on Aging, all of which are structured differently, i.e. Joint Powers Agreements, non-profit organizations, County structures, etc. She said, however, all the Agencies received the same funding streams. The C4A has been working on its *Strategic Plan* to cover the next 10 years, acknowledging that Federal funds are remaining stagnant and State funds are decreasing. The organization is developing is vision for the future – Vision 2025, with three main components of how the 33 Agencies can work together to ensure they are not re-inventing the wheel and are being mindful of how the organization is moving forward in the next ten years. It has developed three interdependent strategic priorities and is working to develop an Area Agency on Aging network platform for principles, policies, and the vital role of the AAAs. This will help to ensure that all the AAAs are moving together in the same way and not contradicting each other. The organization is creating an education campaign so the money of smaller agencies will not being wasted trying to invent costly education campaigns. This will also help send the same message. Another piece is program innovation, especially seeking program funding through partnerships, especially with corporate health plans. This will be done Statewide to keep the message consistent. Ms. Silva said she sits on the subcommittee for the innovations group and that she will report further as things evolve.
2. **Presentation of Award –** Retiring Advisory Council member Cheri Taylor received an award in appreciation for her 14 ½ years of service on the K/T AAA Advisory Council. Ms. Silva recognized the many projects and committees Ms. Taylor worked on, saying that her passion is inspirational and that she sets the benchmark for being actively involved in the community.
3. **Advisory Council Report –** Sharon DeMasters, Council Chair, noted again that long-time member Cheri Taylor had retired off the Council, leaving a vacancy.

Ms. DeMasters also reported the latest Farmer’s Market redemption figures for the 2015 season, with the K/T AAA coming in at the 4th highest PSA in redemption of coupons, noting that between the 1st and 4th place there is only a 3% difference.

One a separate note, Supervisor Vander Poel said that he would normally have reported this in the Board Section (which will be added to the agenda). He wished to report here that he had received a call from a constituent whose elderly mother is homeless. He said there really is a lack of services for homeless seniors. He had advised the caller to contact the K/T AAA but that she has not gotten a successful resolution. Also she had contacted United Way and CSET, but there are not resources for her in the various programs. Supervisor Vander Poel said it is something to keep in mind.

Ms. Silva said that in the services structure, Tulare County has Family Advocates. The Advocate working with seniors is Bonnie Quiroz. Additionally, there are advocates working with TulareWORKs and Mental Health, and Child Welfare Services. She noted there is a lack of homeless services, especially for the elderly.

Council member Suzann Wray commented that the Open Gate organization in Dinuba will help people find a living place. It also helps to keep families together versus splitting them up.

1. **Adjourn** –The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Laura Silva

Secretary to the Board