



## ADVISORY COUNCIL MINUTES

January 16, 2013  
Professional Development Bldg  
4031 West Noble Ave  
Visalia, CA 93291

### MEMBERS PRESENT:

Marlene Chambers  
Sharon DeMasters  
Fern Haller  
Dick Johnson  
Sharon Lamagno  
Kyle Melton  
Betty Oswald  
George Patterson  
Cheri Taylor, Chair  
Don Turner

### MEMBERS ABSENT:

Jacob Epperson  
Sam Hurtado

### STAFF PRESENT:

Tim Lutz, K/T AAA Director  
Christine Tidwell

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### GUESTS & ALTERNATES PRESENT:

Mary Krieg-Vasquez, RSVP (HandsOn)

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- Call to Order**  
Cheri Taylor, Council Chair, called the meeting to order at 10:40 a.m.
  - Director's Message to the K/T AAA Advisory Council** – Mr. Lutz said he appreciated everyone's attendance at the meeting on relatively short notice. He said this is something that he has wanted to discuss with the Council for some time, but due to on-going internal discussions and due to the sensitivity of personnel issues he wasn't able. Additionally, he requested the Council keep the information confidential until the upcoming Governing Board meeting to make sure that employees and others potentially impacted by the changes time to be notified and to ensure confidentiality is maintained, especially in light of certain deadline and requirements *was that He said this represents* What K/T AAA staff has been looking at over the last year and half is how do we best provide services to seniors in Tulare County that is flexible, is the most accessible, and leverages strengths. We had started with the idea of looking at cities, with RFPs for Information and Assistance, and Nutrition (site management, coordination of meals, manning the site, etc.) to see if an organization can take on that type of activity. With the Nutrition Committee, he said he had talked about that concept, but as he continued to look at the structure and what made the most sense, it was decided that perhaps need to look at what other Area Agencies are doing and more align ourselves with the contract service model. So, he said what he will be taking to the Governing Board at its next meeting on January 28<sup>th</sup>, is requesting its permission to put out an RFP to contract all of the Title III services in Tulare County. What it essentially means is that K/T AAA would be contracting to an organization, for the Nutrition Program, both home-delivered (C-1) and congregate (C-2), for operating the program and for running the senior centers; the Information and Assistance (I&A); telephone re-assurance program; the Disease Management Program; and the legal services program. What it means is that the staff in those

programs would ideally be absorbed into other parts of the agency, but would not be working with those programs anymore. They could be picked up by the contractor or sub-contractor, but because there are labor issues involved, i.e. there are specific requirements we have for notifying the Union based on negotiated Memorandum of Understanding (MOU) agreements with those bargaining units and also processes and procedures (meet and confer) with the Union. That is why this has been kept under a tight lid and closely looked at before it was openly discussed. However, he said it is important to bring it to the Council before the Governing Board sees it, because he wants to garner feedback and to address questions. Also recognizing what this is going to, at the end of the day, look like. He acknowledged that K/T AAA could put out the RFP and nobody may apply. It is a big task to take on because of all the requirements. But he said he thinks it is the best way to deliver services. If a non-profit organization, (in a similar way that KCCOA operates in Kings County) what we are looking at is being able to leverage the strengths of a non-profit organization – the ability to go after certain grants that as a government entity K/T AAA cannot apply for; additionally, non-profits can fundraise and get tax deductible donations that as a government organization; if there are funding changes, a non-profit can move positions around much more flexibly we can (as part of the County), and they can also get volunteers to come in to man those programs in a much more efficient and effective way. So, what this about really is ways to deliver services to clients more effectively and in ways that a non-profit can leverage existing infra-structure and strengths. We really want to find an organization who is local, knows the local community and can respond to the needs of our community. It is a tough bill to meet, but he said he thinks it is important if we are going to go forward. If there are not responses, we will continue to operate as we have been but at least the RFP has been released and the question has been asked: Is there an organization in the community up to the challenge and willing to take on the task.

\*To present the gist of the Proposal and his rationale behind the action. It is important to look at a non-profit because of the unique strengths they have and the ability to leverage their existing infrastructure.

Council member Sharon DeMasters questioned if the non-profit, or whichever organization replies to the RFP, will the proposal be for all Title III-E services or will they be divided individually?

Mr. Lutz answered that the K/T AAA is putting it out as one lump proposal. He said ideally, the way he sees services structured and how he was going to do it in the communities, He sees whoever it is, leveraging I & A money, nutrition site management money – all of those monies into one type of a position in each of the communities. And that person becomes a gatekeeper or the key resource that seniors know: “In Earlimart, this is who we go to!” And this person can help with all things related to senior services. That is the ideal model with AAA and we have tried to do that, but pushing it to the level of the community, particularly with I & A, is going to be important because you can leverage all of those programs.

DeMasters: So it is one lump, with a non-profit that oversees Earlimart or Visalia. Mr. Lutz: the RFP stipulates they will have to take on the existing communities we serve, so we will not change which communities are served and that was an important stipulation. We don’t want to close centers, or have it diverted all to one area. The Supervisors would, of course have a very strong concern about that, as well. This is about continuing to serve the existing communities and maybe expanding if there is that ability.

DeMasters: is there a non-profit that you have in mind that could handle this kind of thing? I have “grown into” being where I am in Kings County and wasn’t even sure when K/T AAA

split the services that KCCOA was going to have the capability to handle it, and it has been added a little at a time. So, it is a huge project for Tulare County.

Tim: he hesitates to say from the standpoint of it being an RFP.

Council member Don Turner asked if the RFP lists the amount of money involved? Mr. Lutz distributed an RFP Proposal Impacts Summary spreadsheet showing the funding for the programs as well as the personnel that will be impacted by the change.

Ms. Lamagno asked how the change will affect the Council. Mr. Lutz responded that nothing changes with the Advisory Council and that it will remain as is. He also said the Governing Board stays the way it is also. What the RFP will stipulate is, the contractor will have a member present for all of these Advisory Council meetings because they need to be receiving feedback on senior services and really taking direction from the Council. K/T AAA will also continue to stay the way it is. The Health Insurance Counseling and Advocacy Program (HICAP) will remain a direct service, as will the Multi-Purpose Senior Services Program (MSSP). Title III programs will be contracted. K/T AAA staff will continue to be responsible for monitoring that contractor, just like it does for its other contracts, providing technical assistance. K/T AAA will still be responsible for all the data collection. The role changes in that K/T AAA becomes more of a contract monitor, but the organization still remains completely intact. K/T AAA still remains the designated Planning and Service Area (PSA) for Kings and Tulare County. We will be mirroring what most other County-run AAAs do now.

Council Chair, Cheri Taylor, asked if the vans currently used by the Nutrition Program will be available for the contracting organization to use. Mr. Lutz said that it is being written into the RFP that equipment that has been purchased for the program can be leased. It will still remain the property of K/T AAA because ultimately it is the property of the CDA. However, we need to keep the ownership of the property in mind but the organization would have access to them and be able to take responsibility to maintain them.

DeMasters asked if the amount indicted in the spreadsheet

3. **Member Comments** –
4. **Adjourn** – The meeting adjourned at 12:35 p.m.

**NEXT:**

**Governing Board Meeting  
January 28, 2013  
10:00 a.m.**

**Conference Rooms A/B Tulare County Board of Supervisors  
2900 W. Burrel  
Visalia, CA 93221**

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**Advisory Council Meeting**

**January 28, 2013**  
**To follow Governing Board meeting in**  
**Conference Rooms A/B Tulare County Board of Supervisors**  
**2900 W. Burrel**  
**Visalia, CA 93221**