 ADVISORY COUNCIL MINUTES

 (of) April 22, 2019

 Lindsay Senior Center

 911 North Parkside

 Lindsay, CA 93247

**MEMBERS PRESENT:**

Marlene Chambers

Dan Fox

Sharon Lamagno

Ms. Bobbie Wartson

Dr. David Wood

**MEMBERS ABSENT**:

Cecilia Bobst

Betsey Foote

Grace Henn

Suzann Wray

**STAFF PRESENT:**

Jamie Sharma, Aging Services Manager

Matthew Kredit, Budget Officer

Israel Guardado, Analyst

Kali Carson, Aging Services Assistant

Christine Tidwell, Administrative Aide

Bonnie Quiroz, Senior Advocate

**GUESTS & ALTERNATES PRESENT:**

Raquel Gomez, CSET

Linda Mendez, CSET

Seniors from the Lindsay Senior Center

1. **Call to Order** – Dr. David Wood, Council Chair, called the meeting to order at 10:05 a.m. He welcomed everyone to the meeting and gave a brief explanation of the purpose of the Kings/Tulare Area Agency on Aging (K/T AAA).
2. **Introductions of Council Members and Guests** – Attendance, as above.
3. **Public Comment** – None
4. **Approval of Minutes** – Marlene Chambers motioned to approve the minutes of the March 18, 2019, meeting; the motion was seconded by Sharon Lamagno and the minutes were approved. The minutes were approved by voice vote.
5. **Announcements and Correspondence**
* Ms. Bobbie Wartson announced the Health Fair being held at the Hanford Civic Auditorium on May 22, 2019. The event begins at 9 a.m.
* Dr. Wood announced May 7, 2019 as Senior Advocacy Day in Sacramento.
* Ms. Sharma announced that Senior Day in the Park is on May 3, 2019, at Mooney Grove Park. Raquel Gomez with CSET said this year’s event is one of the more exciting because she feels that CSET now has a good handle on the organizing aspect of it. She noted there are a lot of exhibitors signed up, as well as a good line up of entertainment.
* Matthew Kredit, Budget Officer, stated that there are 40 State Senators who have signed a letter being sent to the Health & Human Services sub-committee requesting a 12 percent increase in all Older Americans Act (OAA) funding for next fiscal year. Due to a favorable political environment right now, he said it looks like the Area Agencies might be better funded in the near future.
1. **Milestone Updates** – None.
2. **Senior Day in the Park Reminder** – It was noted that a Lindsay shuttle bus service is free on the day of the *Senior Day in the Park* in order to accommodate seniors being able to have transportation to Senior Day. Ms. Gomez said that cake donations for the Cake Walk activity are still needed. Ms. Sharma said to outdo last year’s collected donations; the target should be 500 cakes.
3. **Annual Form 700 & Ethics Training –** The Form 700 Statement of Financial Interest has been sent out to all Council members with a request to complete them and get them returned back to the K/T AAA office. The Ethics Training for some members is also due. Several members have already completed and submitted their certificates of completion. This is a reminder to please complete the training, if the training is due. The ethics training takes approximately 2 hours to complete. The on-line link will be sent out to Council members.
4. **Review of Orientation Manual & Bylaws** – Council member Dan Fox recommended that a review of the Orientation Manual and Council Bylaws should be done. He also suggested that a sub-committee be formed to accomplish this task and bring back information to the full Council. There is already a sub-committee formed to look at finances. Dr. Wood said if there are recommended changes to the Bylaws, those will need to be reviewed by the County Counsel, since they are a legal document. It was decided that the manual and Bylaws review will be delegated to a work group committee.
5. **Staff Reports** – Staff Analyst, Israel Guardado reported on the Area Plan Update which is due to the State in May. The summary of changes was distributed to Council members. He asked the Council to please review the changes and offer any suggestions, questions, or feedback, especially regarding service units and the focus of services units, etc. Changes can be made up until the Governing Board meeting on May 13, 2019, when the Board will be asked to approve the final version of the Update.

The Council Chair commented that although this is not an action item on today’s agenda, he would hope that in the future, the Update can have the formal approval of the Council before it is presented to the Governing Board. He noted that the Council did have ample time to review the version that was sent out via email. To clarify, Mr. Guardado asked if, in the future any Area Plan items should be presented to the Council at the March meeting to make sure there is time for it to be approved. One complication may lie with the service providers being able to know the anticipated funding before determining some of their goals. This information is often not available until late March – so just to be aware that if the review is done in March the goals may be more variable.

Dr. Wood suggested that a draft document be available to the Advisory Council in March and as an Action item for approval in April. It could still be on calendar for the Governing Board in May.

Council member Dan Fox noted that the differences in the goals for Information Services for 1920 are substantial; his inquired if that was based on a funding issue? Mr. Guardado said he that was an error in the 2019 goals. He also noted that one of the providers, Valley Adult Day Services, formerly created radio and newspaper ads which had a larger estimated audience reach. That service is no longer done, but when the goal was set, that decision had not been made, yet. At the time the goal was set it was assumed that service would be continued – the service was still provided, but different methods were used which didn’t have the broad reach (as in a radio broadcast).

Matthew Kredit, Budget Officer noted that this year was one of the better funding years, ever. So, the goals brought forth in March would have had to have changed by this time.

Dr. Wood noted that at the last Governing Board meeting when it voted to approve the payment to cover money due to KCCOA, he was in support of this; but, on balance, as a matter of principle, the $35,000 reserve taken to cover the payment should be restored to the prudent reserve. He said he will be addressing the Governing Board about this.

1. **Development of the May 2019 Council Agenda** – The May agenda will include the Area Plan Update and a report from the Finance Committee work group and Bylaws discussion. Also to be included: a follow up on the proposed Annual Report for the Governing Board.

Dr. Wood said if any Bylaws changes can be moved forward in the May/June timeline it gives an opportunity to get any changes to County Counsel, so that by January of 2020, new Bylaws might well be in effect.

1. **Additional Member Comments** – Ms. Bobbie Wartson reported that on May 4, 2019, Kings County Commission on Aging is having an event, *A Day of Care*, and will be providing bag lunches to the homeless. Some other services will also be provided to seniors, such as yard work. Ms. Sharma offered that she will announce this at the bi-County Homeless Alliance meeting, in case they are able to assist in any way with the effort.

Bonnie Quiroz reported that she is working on making arrangements with the Farmers Market farmers, especially in the Dinuba and Porterville area to purchase fruits and vegetables from the daily market produce - it will then be delivered the next day to the home-bound senior clients. Ms. Quiroz also noted the location of the Visalia downtown market has changed. She will provide more information at upcoming meetings.

Raquel Gomez from CSET shared the Volunteer Income Tax Assistance (VITA) numbers. She said that services provided to seniors in Tulare County equaled 777; and in Kings County, 104. She noted that this year, CSET partnered with and trained Welfare to Work participants (280 volunteers), which was of significant help.

Dr. Wood thanked the Lindsay seniors at the center for welcoming the Advisory Council and also encouraged the Council members who were present at the meeting to speak to the absent Council members about being diligent in attend Advisory Council meetings. He said it is important to have an active Advisory Council.

1. **Adjourn –** The meeting was adjourned at 10:47 a.m.