GOVERNING BOARD MINUTES

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

 May 16, 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

Richard Fagundes, Kings Co – Dist. 5

Allen Ishida, Tulare Co. – Dist. 1

**GOVERNING BOARD MEMBER ABSENT:**

Mike Ennis, Tulare Co. – Dist. 5

**STAFF PRESENT:**

Laura Silva, K/T AAA Director

Matthew Kredit

Nancy Aldaoud

Christine Tidwell

 **COUNCIL MEMBERS PRESENT:**

 Marsha Calhoun

 Dick Johnson

 Kyle Melton

 Marlene Chambers

 Sharon DeMasters

 Benjamin Cordova

 **GUESTS PRESENT:**

 Albert Cendejas (CSET)

 Alicia Garcia, Council candidate

 Lorraine Zorn, Senior Services,

 Tulare Senior Center

1. **Call to Order** –Supervisor Pedersen, Chair,called the meeting to order at 10:03 a.m.
2. **Introductions** –The Board Chair asked for introductions of themeeting attendees.
3. **Board Member Comments** –None
4. **Public Comment** – Albert Cendejas, Senior Program Coordinator announced that CSET concluded its Volunteer Income Tax Assistance (VITA) season. The program helped 431 seniors with the partnership between Kings County and Tulare County. Overall, the program assisted approximately 2,800 clients this year, exceeding its target goal of 2,400. Between both counties, there were about 3.2 million dollars in refunds. He said there has been a gradual increase each year in the number of clients helped. It was noted that Kings County Commission on Aging (KCCOA) also had tax assistance volunteers available to help seniors in Armona.

On a separate note, Mr. Cendejas updated the Board on the situation and partnership with the City of Farmersville, an idea that was originally presented at the January Board meeting. Since then, Farmersville city officials have visited three senior centers: Woodlake, Lindsay, and Porterville. At the time of their visit to the Woodlake center, it was hosting a cooking class, so they were able to observe first hand some of the additional activities going on at the center.

1. **Approval of Minutes of January 25, 2015** – Supervisor Vander Poel motioned for the minutes of the meeting of January 15, 2016, to be approved; Supervisor Fagundes seconded the motion, which carried unanimously.
2. **Senior Day in the Park** – Laura Silva, the K/T AAA Director said the Senior Day event is right around the corner. This will be the 47th Annual Senior Day in the Park. She said planning for the event this year has been different, especially by reaching out to the community for donations and support and it has been met with surprisingly pleasant results, including four business donors that have contributed $1,000 each to the event. Also, some of the musical entertainment has donated its time. In addition, several local eateries have donated cutlery and paper products for the meal. Several businesses have donated gift cards to help with purchase of needed items. Producers Dairy is donating ice cream for the attendees. Additionally, she said the exhibitor booth fee was raised this year to help cover the costs of the event.

In answer to Supervisor Vander Poel’s question as to if the increased fee impacted the number of exhibitors that registered; Ms. Silva said that it didn’t really seem to adversely affect it. She noted that fee waivers were available for those organizations that truly have no source of funding. Several organizations did apply and receive fee waivers. Currently, there are 47 exhibitors registered.

1. **Revised Governing Board Schedule –**Ms. Silva said this item provides the Board with a revised schedule to include a second community meeting location – one each in Tulare and Kings Counties. The added community location will be at the Porterville Senior Center on May 16, 2016. Avenal will be the Kings County location this year.
2. **Approval of K/T AAA Fiscal Year 2016/17 Budget –** Ms. Silva said the budget item is always brought to the Board early as a requirement of the California Department of Aging (CDA) and is related to the fact that their budget is due in May. Although, not all the required information is available yet, the budget is built on best estimates, projections, and anticipated funding. Therefore it is expected that adjustments will have to be made to it throughout the year.

Matthew Kredit, K/T AAA Administrative Specialist explained the budget in more detail.Mr. Kredit pointed out there is no net County costs. K/T AAA will continue to ask for the same County contribution from Kings (approximately $13,000) and Tulare ($173,000) counties as it has in the past**.** These funds help to meet the administrative matching requirements for the different programs. The Ombudsman program is administered 100% by Kings County (KCCOA). He noted the Agency will be using the same provider sub-contractors that it used last year. The Health Insurance Counseling and Advocacy Program (HICAP) and the Multipurpose Senior Services Program (MSSP), are provided by direct service. There may be an increase to HICAP in the form of One-Time-Only (OTO) funding. Mr. Kredit noted the State was unable to get the OTO funds distributed timely, so that instead it will be coming in the new fiscal year, which should come early in the fiscal year. Ms. Silva also said there was an increase in the *Letter to File* from the Tulare County Mental Health Program.

Mr. Kredit noted that this year, the K/T AAA is required to go out through the Requests for Proposals (RFP) process for the Title V contract. At this time, Community Services Employment Training (CSET) is the only organization to come forward with a proposal.He said the State commended CSET (the current provider of the Title V contract), on its excellent performance results in getting clients jobs and employment.

Supervisor Pedersen asked when it was expected that the budget number will be released. Mr. Kredit responded that the Area Plan is due on May 1, 2016. With that, goes a draft budget, but the numbers aren’t expected to be released until mid-May to the Area Agencies. Our mandates are to have this budget in place, between Kings and Tulare Counties, in case there are any big, unanticipated changes. Supervisor Pedersen asked if it would be helpful to modify the Joint Powers Agreement (JPA) date the budget is required. Mr. Kredit agreed, saying the date has not been changed since 2004, and it is difficult to create an accurate budget without accurate numbers. Such a change to the JPA requires approval from both Kings and Tulare counties. Supervisor Pedersen suggested it is something that should be considered. Mr. Kredit responded that it can be researched for the next fiscal year, to apply to the following fiscal year.

Supervisor Vander Poel motioned to accept the budget, with Supervisor Ishida seconding the motion, which carried. **(Res. No. 16-005)**

1. **Advisory Council Report –** Sharon DeMasters, Council Chair, said that Council member Dick Johnson is reluctantly resigning from the Council as of May 1, 2016, due to some health issues. Mr. Johnson said it has been a pleasure to work with the Council. He was presented with a certificate of appreciation for his years of service on the Council.

On another note, Ms. DeMasters said that K/T AAA has received information on this season’s Farmers Market Coupon Program. K/T AAA will be receiving 1000 booklets to distribute to seniors who qualify. This year the denomination of each check will be higher, but each booklet value remains at $20. A schedule for distribution will be created. The checks are distributed at certified Farmers Markets in Kings and Tulare counties. It was noted that the city of Avenal is in the process of getting a certified market started up in its community and it is hoped that coupons can be distributed there, this year.

Christine Tidwell, the K/T AAA Administrative Aide was also recognized for her participation and work with the K/T AAA Advisory Council.

1. **Adjourn** –The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Laura Silva

Secretary to the Board