 GOVERNING BOARD MINUTES

 *To be approved on:* Minutes of the March 18, 2019, meeting

 May 18, 2019 at Tulare Co. Board of Supervisors Bldg. ………………………………………………………2800 W. Burrel Ave., Visalia, CA 93212

**GOVERNING BOARD MEMBERS PRESENT:**

Craig Pedersen, Kings Co. – Dist. 4

Amy Shuklian, Tulare Co. – Dist. 3

Eddie Valero, Tulare Co. – Dist. 4

Pete Vander Poel, – Dist. 2

**GOVERNING BOARD MEMBERS ABSENT:**

Richard Fagundes, Kings Co. – Dist. 5

**COUNCIL MEMBERS PRESENT:**

Cecilia Bobst

Marlene Chambers

Betsey Foote

Dan Fox

Sharon Lamagno

Ms. Bobbie Wartson

Dr. David Wood, Council Chair

Suzann Wray

 **STAFF PRESENT:**

 Juliet Webb, K/T AAA Director

 Jamie Sharma, Tulare Co. Aging Services Mgr.

 Matthew Kredit, Administrative Specialist

 Israel Guardado, Staff Services Analyst

 Kali Carson, Aging Services

 Christine Tidwell, Administrative Aide

 **GUESTS PRESENT:**

Albert Cendejas, CSET

Mark Kramer, K/T AAA

1. **Call to Order** – Supervisor Shuklian, Chair, called the meeting to order at 10:03 a.m.
2. **Introductions** – Attendance and introductions, as above.
3. **Board Member Comments** –None.
4. **Public Comment**
* Albert Cendejas, CSET Senior Program Coordinator gave an update on the Volunteer Income Tax Assistance (VITA) program. He noted that volunteers had gone to the Visalia Senior Center, as Supervisor Shuklian had suggested at the January Board meeting. Assistance is currently available Tuesday through Saturday at the CSET main office; and, in Porterville, assistance is available Thursday through Saturday, 9 a.m. to 3 p.m. This year, the VITA program has 180 volunteers and has helped 358 seniors with their tax returns. CSET also did tax assistance outreach in Kings County in Avenal, Kettleman City, and Stratford. There are approximately 30 volunteers committed to helping in Visalia; 15 to 20 in Porterville; 7 to 10 in Tulare; 5 to 7 in Cutler-Orosi, with other volunteers rotating. He said the turnout has been really great. There is also a Pixley “mobile” site that serves the areas of Pixley, Traver, Dinuba, Earlimart and every one of the senior centers. Ten to twelve volunteers man that effort.
* Mr. Cendejas announced May 3rd as the 2019 date for *Senior Day in the Park*. He told the Supervisors that he still needs assistance with transportation for the seniors, so requested ideas on that front. Cutler-Orosi and Earlimart areas are covered. The biggest challenge is the Visalia area.
* Council member, Dan Fox said he would like to champion the Visalia Senior Games (for those ages 50 and above). He said the games are focused on “senior” seniors (noting that boomers are becoming seniors but don’t like to acknowledge that they are seniors.) The games are similar to Olympic-style events with 14 different sports. This is the 4th year that Visalia has hosted the games, with events spanning two weekends, beginning with a social event on March 23rd from 4 to 9 p.m. at the Anthony Community Center. The event is free and includes sports such as: swimming, bowling, pickle ball, disc golf, softball, archery, etc. Mr. Fox will be running the table tennis. Up to 700 participants attend the games. The second weekend (March 30) will be at Plaza Park and will also be open to the public.
* Ms. Bobbie Wartson gave an update on the Triple-A Council of California (TACC) meeting she attended as representative of the K/T AAA. At the TACC meeting, Derrell Kelch, Executive Director of the CA Assoc. of Area Agencies on Aging (C4A) gave a presentation on the redesign of the Older Americans Act to focus more on the needs of consumers and to make its mandate clearer. SB228 requires the Governor to appoint a person to advise and coordinate policy and to solicit input that impacts California’s aging population.
* On a separate note, Ms. Wartson reported that the Kings County Commission on Aging (KCCOA) received a Food Safety Silver Star from the Health Department. She also announced a KCCOA fundraiser at Applebee’s restaurant on March 31, 2019. Lastly, she reported the produce distribution that KCCOA helps with, served 929 people, of which 241 were seniors. Additionally, Meals-on-Wheels of California held its first conference in Sacramento the week of March 11th.
1. **Approval of Minutes of January 28, 2019** – A motion to approve the minutes of the January 28, 2019, meeting was made by Supervisor Valero and seconded by Supervisor Pedersen. On a motion and a second, the minutes were approved. Supervisor Fagundes was absent.
2. **Approval of K/T AAA Fiscal Year 2019/20 Budget** – Matthew Kredit, Tulare County HHSA Budget Officer, said that each year a summary budget is brought to the K/T AAA Board. The reason it is presented early is that there is a county contribution requested from each county. He noted that this is the same amount of money that has been requested of the two counties for the past 10 years. The amount is split based on senior population, which is holding relatively steady at 78% Tulare Co. and 22% Kings Co. A letter is sent each year to the county CAOs requesting help with this funding. He said the HICAP and MSSP program budgets are known amounts, not estimates. For estimates, he uses the Area Plan funding from the previous year, sans One-Time-Only funding. K/T AAA also has a *Letter to File* with CalFresh to do outreach ($320,000) and a *Letter to File* with Mental Health (MH), also for outreach efforts to seniors, especially the Home-Delivered-Meal Program clients, to ensure they are getting the services they require. He noted that the Title V program funding continues to drop, but the funding in the budget is based on what K/T AAA received last year ($92,000). This program is sub-contracted to CSET and is designed to help seniors get back into the work force through internship opportunities, etc. The total (balanced) budget is $3.8 million dollars.

In answer to a question from Supervisor Shuklian about the funding match breakdown between the two counties, Mr. Kredit said the split is $173,355 for Tulare County; and $48,895 for Kings County.

Dr. Wood, the Advisory Council Chair, commented on the Mental Health (MH) Board for Tulare Co., noting that in its Annual Report, services to seniors averaged only 340 over the last 5 years or so. He said this is an area of recommended increased focus in terms of service delivery, so he anticipates that K/T AAA and/or MH will have to figure out how to step up those services, which will be needed because of the “*Silver Tsunami*.” He noted that either MHSA dollars will need to come over to K/T AAA to help increase the amount of services to seniors, or MH is going to have to pay attention to the fact that 340 seniors holding steady across 5 years is going to be inadequate service.

Supervisor Vander Poel commented that just because one is considered a senior citizen doesn’t necessarily qualify one for services from the K/T AAA. Ms. Sharma, Aging Services Manager said that it depends on the type of service needed, but that is correct, that age alone is not the qualifying criteria. As the senior population increases, the number of people that qualify will also increase. Supervisor Vander Poel asked what is the number of those qualified to receive service that are actually receiving services. Ms. Sharma said when a client comes in through K/T AAA and is screened for MH-related services, the client gets “wrapped” back around into the MH system. As it stands today, there is only one therapist. That shortage will require the programs to work together, collaboratively, to ensure that all the pieces are in place due to the increased numbers of people who do qualify for services.

Supervisor Pedersen said that Kings County is experiencing a bit of a “landslide” right now with funding issues through decisions that were made previously on how funding was routed to certain departments.

Ms. Wartson said that the $600,000 plus dollars that KCCOA receives as Title III (OAA) funding is their main services and that she isn’t sure what will happen regarding MH funding.

Mr. Kredit interjected that he didn’t want there to be confusion about the county contribution. These contributions are from when Tulare and Kings Counties came together in 1980 and created this organization through the Joint Powers Agreement (JPA); the counties agreed to be responsible for a certain portion of the budget. That portion is money that comes to K/T AAA Administration.

A discussion took place about the cost and necessity of auditing the program because the cost seems excessive at $40,000/year. Supervisor Vander Poel asked if this is something that K/T AAA can request from the State, i.e. to reduce the audit requirement to once every two or three years, instead. Currently, the criteria are that if an organization receives $750,000 in Federal funds, it requires a single audit, every year.

Dr. Wood made an “editorial comment” that he is concerned about the relationship between Kings Co. and Tulare Co. He said he understands that Kings Co. is managing its fiscal house as best it can, but at last month’s meeting of the MH Board, he learned that the Kings/Tulare Suicide Prevention Task Force is no longer a combined effort, and he noted that Kings/Tulare is a regional powerhouse that has gotten things done collaboratively, but it now sounds like some of that combined collaboration is not continuing as well as it has, historically. Supervisor Pedersen said that the senior program is not a mandated program of Kings Co., so if there is a budgetary short fall, it comes back to the Kings Co. General Fund and that General Fund can’t take the pressure. Supervisor Pedersen said Kings Co. is committed to make its commitments to K/T AAA. Supervisor Vander Poel moved to approve the budget; Supervisor Valero seconded the motion, which was approved. Supervisor Fagundes was not in attendance. **(Vander Poel/Valero Res. No. 19-003)**

1. **Governing Board Meeting Schedule - Revised** – Juliet Webb said at the Board’s January meeting there was a discussion about moving one of the scheduled meetings to an unincorporated area. She said the Agency serves only one unincorporated area in Tulare, which is Cutler-Orosi. A meeting was held in Cutler-Orosi last year; however, this is Supervisor Valero’s area, so it was chosen as the proposed alternate location. There may need to be some tweaks with the timing, because last year the meeting interfered with the center’s lunch time. Ms. Webb proposed that the May 13, 2019, Governing Board meeting location be changed to the Cutler-Orosi Senior Center. Also, the resolution includes a change in the July meeting date to Monday, July 22, 2019, to be held at the Tulare County Board of Supervisor’s building. Supervisor Valero made a motion to approve the revised meeting schedule; Supervisor Pedersen seconded the motion, which was approved. (**Valero/Pedersen Res. No. 19-002-Revised)**
2. **Update on the California Department of Aging Matter –** Ms. Webb said that at the January meeting, the issue was discussed regarding $35,277 from the FY17/18 contract between Kings County and KCCOA. This amount was dispersed from K/T AAA to Kings County for senior services, but was then withheld due to an overpayment on a different portion of that contract, which was not funded by OAA funding. CDA has told K/T AAA it was inappropriate to withhold the funding. She said, through doing its own due diligence, K/T AAA also deemed this funding was for a specific OAA purpose and could not be used to cover a non-OAA purpose. Additionally, it was noted that a CDA audit of K/T AAA is not scheduled for another two years. CDA directed the K/T AAA to do a full and complete financial audit of Kings Co. for this contract; and it requested that KCCOA issue a formal complaint, in writing. Ms. Webb said, to date, she had not received these instructions in a written letter, although that was CDA’s promise. In meeting with her director on this issue and in view of the review that Mr. Kredit has done on the K/T AAA Trust Fund, she said she does not believe that is a good route to take, since an audit will cost between forty to forty-five thousand dollars to conduct, and the audit will yield information that is already known. She said the Trust Fund is healthy and its makes more sense to resolve the issue without impacting or affecting other senior services. The K/T AAA can provide this funding, and the larger issue is the match, which is a more pressing issue and a larger dollar figure, so this course is an easier avenue to keep services healthy. She and Tim Lutz, Tulare Co. HHSA Director were in agreement that this should be brought to the Board as a consideration: that $35,277 would be given to KCCOA from the K/T AAA Trust Fund.

Supervisor Vander Poel said the Board puts its faith in Ms. Webb as the Director to determine what is necessary and in coming forward with this recommendation. He concurred that pursuing an audit, as directed by the State is an unnecessary expense. With that comment, Supervisor Vander Poel moved for approval; Supervisor Valero seconded the motion, which the vote carried. **(Vander Poel/Valero Res. No. 19-005)**

1. **Ricciardi, Inc. Single Audit Report –** Mr. Kredit said that usually the auditors give the K/T AAA a verbal response, which for the last several years has been that there are no findings. He noted that Mark Kramer, the K/T AAA accountant worked with the auditors to provide documentation requested by them. Mr. Kredit said the audit report is “clean” and that a hard copy has been provided to each of the Supervisors. Supervisor Vander Poel suggested again that it should be advocated at the State and/or Federal level to adjust requirements of auditing based on funding thresholds. In response, Ms. Sharma said she will be attending a State meeting (C4A) with all the Area Agencies on Aging and she will bring that idea forward. Dr. Wood suggested that another avenue could be to draft legislation through the California Senior Legislature, and have it sponsored by a State Assemblyman or Senator to do a revision of the audit demand.
2. **California Senior Legislature (CSL) Travel, Expense and Reimbursements –** Ms. Webb said that the Council has two of its members, Dr. David Wood and Ms. Bobbie Wartson, as representatives to the CSL. This action item is a resolution regarding expense reimbursements allowed for Council members and other persons doing business on behalf of the K/T AAA. The resolution will codify the authority to reimburse travel and lodging expenses deemed reasonable, giving the K/T AAA Director the authority to approve or deny such reimbursements. On a motion from Supervisor Valero, seconded by Supervisor Pederson, the resolution passed.

 **(Valero/Pedersen Res. No. 19-004)**

1. **Area Plan Update –** Israel Guardado updated the Board on the Area Plan, which is a 4-year plan that outlines the K/T AAA service area, services, and goals. The current plan is 2016-2020 and is updated on a yearly basis. The Update is due to the State on May 1st, every year. Public hearings for this update are scheduled on April 11, 2019 in Kings Co. and April 16, 2019 in Tulare Co. Members of the public or interested persons can learn how the Agency provides services, its service unit goals, and how the Agency’s funding is spent; attendees are welcome to make comments and/or recommendations. This update will be the last of this Area Plan cycle; next year will begin a new 4-year Plan cycle and include a new needs assessment.
2. **Staff Reports –** Jamie Sharma announced the Senior Day in the Park picnic, which is the 50th year for this event, with the theme of “Golden Anniversary.” The event is still in the initial planning stages.
3. **Advisory Council Report –** Dr. Wood, Council Chair, reported that member, Ms. Bobbie Wartson continues to attend the TACC meetings and CSL. He noted that K/T AAA has been stepping up its presence at TACC, i.e. with quarterly reports, which eventually will be part of an annual report that the Council will present to the Governing Board.
4. **Adjourn** – The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

Juliet Webb

K/T AAA Director