 ADVISORY COUNCIL MINUTES

 (of) March 20, 2017 Retreat Meeting

 Tulare County Board of Supervisors Building

 2800 W. Burrel, Conference Room A/B

 Visalia, CA 93291

**MEMBERS PRESENT:**

Marsha Calhoun

Marlene Chambers

Benjamin Cordova

Alicia Garcia m

Sharon Lamagno

Kyle Melton

Aime Rojas

Bobbie Wartson

Suzann Wray

Dr. David Wood

**MEMBERS ABSENT:**

Mary Krieg-Vasquez

Steve Nelsen

Grace Schraa

Maggie Woodhouse

**STAFF PRESENT:**

Juliet Webb, Human Srvs. & K/T AAA Director

Laura Silva, Aging Services Manager

Bonnie Quiroz, Client Advocate

Matthew Kredit, Administrative Specialist

Christine Tidwell, Administrative Aide

Nancy Aldaoud, Administrative Aide

Israel Guardado, Analyst

**GUESTS & ALTERNATES PRESENT:**

Dr. Alicia Huff

Frances Hammond, Tule River

Betsey Dancing Foote, Tule River

Yee Vue, Valley Caregivers Resource Center

1. **Call to Order** – Dr. David Wood, Chair, called the meeting to order at 11:04 a.m. and noted the meeting is recorded for accuracy of minutes. This meeting will be dual purpose, with the first part of the meeting being regularly scheduled business, and the second part being the retreat.
2. **Public Comment** – The Chair announced special guests in attendance: Ms. Betsey Foote from the Tule River Tribe Reservation, and her colleague Frances Hammond, also from Tule River. Additionally, Yee Vue from Valley Caregivers Resource Center was in attendance. Introductions were given by Council members, staff, and guests. Dr. Wood welcomed everyone and thanked them for attending.

Juliet Webb introduced herself and said as of the morning’s Governing Board meeting she is the newly appointed K/T AAA Director, upon Laura Silva’s resignation, and that she looks forward to serving in that capacity.

1. **Introductions of Guests, Staff, and Council Members** – Introductions were given at item

#2. Additionally, the Chair said he appreciates the guests joining the Council, noting that part of the Council’s effort is to increase community involvement and to invite others to participate and collaborate with the Council. He mentioned that Ms. Foote (Tule River) is considering Council membership and that he hopes to recruit a representative from the Tachi Tribe as well.

1. **Approval of Minutes** – The Chair entertained a motion to approve the minutes of January 23, 2017. Council member Marsha Calhoun sited a correction that needed to be made. With that correction, Marlene Chambers moved that the minutes be approved. Ms. Wray seconded the motion and the minutes were approved, unanimously.
2. **Announcements and Correspondence**
* Kyle Melton said that as Membership Chair, he needs to report that the Vice Chair (VC) has not attended any meetings since, June 2016. Per the Bylaws, any person absent more than 5 meetings, excused or unexcused, is subject to dismissal. He noted that in the best interest of the organization, it is important to have a VC appointed in the event that the Chair is unavailable. He recommended a vote to remove the individual from the post of VC and send a letter apprising her of the action, noting however, that the person is welcome to attend any future Council meetings, if she again chooses to participate.

The Chair said that because it was not on the agenda as an action item, a vote may violate rules governing public meetings. He said according to the Bylaws there are provisions to remove members that are not responsibly attending meetings. This issue was deferred until follow up information was obtained.

Dr. Wood said that he has had email correspondence with several members that also have not been regularly attending and the general outcome was that those persons have voiced the desire to serve as alternates instead of as “front line” members - basically stepping down. Alternates can vote, as necessary, in order to provide a quorum.

Dr. Wood also reported that he regretfully received a resignation from Elizabeth Holliday, who because of her involvement with the senior organization, *Aging in Community*, in Three Rivers, has too many schedule conflicts to participate in both groups.

Ms. Silva recommended that the removal of the VC be moved to a later meeting where it can be set as a formal agenda item. Mr. Melton said the second topic that he wished to discuss is nominations to fill the VC position once it is formally declared vacant and also the membership status of members who have not been attending, regularly. Ms. Silva said this is a Brown Act item, siting the Brown Act which states that if it is an emergency or urgency item, (i.e. failing to decide on the issue could have dire consequences), then the Council may act. If the item is general, and waiting to the next meeting will not create problems, it should be scheduled for the next agenda.

In relation to this and in consideration of the Chair’s international travel in the next few weeks, Dr. Wood said it could be considered important to have a VC in his absence. Ms. Wray commented that she thought it important enough to have an action immediately and not to wait. It could be considered a challenge with leadership of the Council, so from that perspective, it could be considered urgent. With that understanding, the Chair entertained a motion to decide if the group considered the VC situation an urgent enough matter to be handled at the current meeting. Ms. Wray motioned that the lack of a VC is urgent enough to warrant action. Ms. Lamagno seconded the motion, which was carried by unanimous vote.

Given that the Council has determined that the absence of a VC represents an urgent matter, the Chair entertained a motion with related discussion. Mr. Melton motioned that the VC be removed given the VC’s absence over the last 6 months and due to the emergency of the Chair’s pending international travel. The motion was seconded by Ms. Chambers and the vote unanimous.

The Chair then entertained a motion for nominations for VC (interim/acting). Historically, the position has alternated between counties. Convention is that if a Chair is from Tulare County, the VC be from Kings Co. Ms. Calhoun nominated Marlene Chambers to the VC position. Ms. Lamagno seconded the motion. Not hearing further discussion, the decision and vote was unanimous.

1. **K/T AAA Advisory Council Orientation** *(Matthew Kredit and Israel Guardado)*
2. Overview of K/T AAA – Powerpoint and Binder Review. Dr. Wood commented that this will be part and parcel of what we now do to welcome new members, i.e. provide new members with training.

Dr. Wood presented (former) K/T AAA Director and Aging Services Manager, Laura Silva with an award in recognition of her leadership and remarkable service to the area seniors over the last several years. Ms. Silva said it has been her honor and privilege to serve the seniors and that she plans to continue to be involved with senior programs and events.

1. Dr. Wood introduced Dr. Alisia Huff, a clinical psychologist with the Department of Mental Health, who serves as the Chair for the Older Adult Sub-Committee, which includes representatives from various agencies. He said PSA 15 (Kings and Tulare County) is unique in the State in terms of its dual county and integrated resources. He noted the Suicide Prevention Task Force (SPTF) is also a collaborative endeavor between the two counties. He said local government is going to be increasingly called upon to manage important issues. To that extent the more integration, collaboration, and coordination there is, the better off we will be. He noted that the Mental Health (MH) Advisory Board from Tulare County is putting the Department of MH in Tulare “on the map” and is known for its leadership at the State level for its contributions, and he would like to see the K/T AAA Advisory Council reach the same level of excellence and to set a good example regionally and nationally.
2. **Council Priorities, Goals, and Expectations**
3. **Key topics of interest**: The Chair polled members to find out what their concerns were and what they hoped to bring to fore as far as services to the seniors – what they considered important. In summary, Dr. Wood said it is important to understand what all the resources are and to be brokers of those resources – to be able to disseminate information and to help seniors access adequate services and support. General topics for further discussion are: (1) the Council should serve as information brokers, (2) have concern for isolated seniors, including what that experience is and how to help alleviate it (3) increase access to services – knowing where and how to find services, (4) transportation, (5) public awareness and outreach, (6) quality of care - to make sure service has an acceptable level of quality.
4. **Structure: Schedule of meetings dates for 2017** will be as follows (full schedule will be distributed) :

April 17 at 1:30 p.m.

May 15 at 11a.m. (following 10 a.m. Governing Board meeting)

June 19 at 11 a.m.

July 17 at 11 a.m. (following 10 a.m. Governing Board meeting)

Aug 21 at 11 a.m.

Sept 18 at 11 a.m.

Oct 16 at 11 a.m. (following 10 a.m. Governing Board meeting)

Nov 20 – time and location to be decided

Dec (Holiday lunch meeting) date, time, and location to be decided

1. **Committees:**

Bylaws/Training

Membership (and nominating)

Area Plan/Budget/Contracts (A/B/C)

Executive Committee

1. **Participation in California groups involved with aging and the elderly:**

California Senior Legislature (CSL)

Mental Health Older Adult Sub-Committee (Dr. Wood).

Representation in Tulare County Association of Governments (TCAG)

Representation to California Association of Area Agencies on Aging (C4A)

Representation to Area Agency on Aging Council of California

County Welfare Directors Association (CWDA) October conference

1. **Additional comments**: Reiteration of the Council as a broker of information.

1. **Adjourned** 2:14 p.m.