 GOVERNING BOARD MINUTES

 *To be approved on:* Minutes of the May 16, 2022, meeting

 Oct. 17, 2022 Both in-person and Tele-conference

 (Zoom) access

**GOVERNING BOARD MEMBERS PRESENT:**

Craig Pedersen, Kings Co. – Dist. 4

Richard Fagundes, Kings Co. – Dist. 5

Pete Vander Poel, – Dist. 2

**GOVERNING BOARD MEMBERS ABSENT:**

Eddie Valero, Tulare Co. – Dist. 4

Larry Micari, Tulare Co. – Dist. 1

**COUNCIL MEMBERS PRESENT:**

Dan Fox, Vice Chair, Advisory Council

Susann Wray

Marlene Chambers

Betsey Foote

 **STAFF PRESENT:**

 Anita Ortiz, K/T AAA Director & HS Director

 John Mauro, Adult Services, Deputy Director

 Dayna Wild, Division Mgr., Adult Srvcs.

 Ashley Bier, Mgr., Aging Services

 Israel Guardado, Admin Specialist, Aging

 Aaron Gomes, Admin Specialist, HS

 Bonnie Quiroz, Senior Advocate

Christine Tidwell, Administrative Aide

 **GUESTS PRESENT:**

 Mary Escarsega-Fechner, CSET

 Raquel Gomez, CSET

 Eric Scott, Tulare Co. County Counsel

 Kelly Culver, Guest

1. **Call to Order** – Board Chair, Supervisor Pedersen called the meeting to order at 10:02 a.m., and asked for a role call of Supervisors present. The meeting was held as a hybrid model with in-person and tele-conferencing (Zoom) access. Neither Supervisors Micari nor Valero (Tulare Co.) were in attendance.
2. **Adoption of Resolution for Remote Attendance Pursuant to AB 361 –** Adopt resolution setting forth findings required under Assemble Bill 361 allowing K/T AAA to continue holding its meetings remotely according to the modified Brown Act teleconferencing provisions set forth in AB 361. Supervisor Vander Poel moved to approve, Supervisor Fagundes seconded the motion, which passed*.* **(Vander Poel/Fagundes)**
3. **Introductions –** As above.
4. **Board Member Comments –** None
5. **Public Comment**
* Israel Guardado, K/T AAA, introduced the new Administrative Specialist, Aaron Gomes, who will be working with K/T AAA and Aging Services. Mr. Gomes has worked for Tulare County TulareWORKs for close to 16 years, recently transferring to Human Services. Mr. Gomes said it was his pleasure to be in his new position.
* Anita Ortiz, K/T AAA Director, noted that recently Sanja Bugay had departed her position as Director of Kings County Human Services. Ms. Ortiz offered words of welcome to the new Director, Wendy Osikafo.
* Raquel Gomez, CSET, reported that 183 tax returns had been completed for seniors in the communities of Kings and Tulare Counties this year under the VITA program. She noted that CSET will continue to work with seniors to make sure they know what their tax credits are and how to use them. On a different note, she reported that CSET delivered 20,740 meals this month to 1,000 seniors in Tulare County, which includes 31 new clients who were recently added. She said the program will continue to serve meals at home to those that need them.
1. **Approval of Minutes of March 21, 2022** – Supervisor Vander Poel motioned to approve the minutes of the March 21, 2022, Governing Board meeting; Supervisor Pedersen seconded the motion which passed by voice vote. Supervisor Fagundes abstained. **(Vander Poel/Pedersen)**
2. **Approval of the FY22/23 California Department of Aging Area Plan Contract (AP-22/23-15)** – Israel Guardado reported that the funding in this contract is the normal Area Plan funding that K/T AAA receives for its programs, and which is divided between its contracted service providers. The amount of the contract is $3,394,938, which he noted is consistent with previous years’ funding, although with a slight increase. On a motion from Supervisor Fagundes; seconded by Supervisor Vander Poel, the motion passed 3/0 by voice vote. **(Res. No. 22-009 Fagundes/Vander Poel)**
3. **Approval of the Home and Community Based Services (HCBS) Senior Nutrition Infrastructure Grant (NI) –** Dayna Wild reported that this funding, in the amount of $801,415, is money the Agency has not previously received. It is a non-competitive grant, meaning that the Agency needs to apply, but if everything is in order, the funding will be received. The money is intended to go to the Nutrition Program providers: City of Tulare, Kings County Commission on Aging, and CSET. Each provider has submitted preliminary plans for the fund’s use, including updating refrigerated vans, the purchase of new vehicles for wellness checks, the replacement of a dishwasher, and the purchase of new chairs and tables. The overall idea is to improve the look and efficiency of the senior centers to make them more inviting. If the Board chooses to let K/T AAA apply, staff will submit plans, noting that the due date is June 30, 2022. Ms. Wild said that staff has reached out to the State to ask if the plans are submitted enough in advance, would the State be amenable to providing feedback, which it is. On another note, in answer to a question from Supervisor Pedersen regarding the general nutrition money, Ms. Wild said that the biggest issue currently is with shipping and not being able to get enough meals in. It is hoped some of this infrastructure money will provide more freezer and refrigerator space to accommodate the purchase of more meals at one time along with the ability to store them. This money will help toward that. On a motion to accept by Supervisor Vander Poel, seconded by Supervisor Fagundes, the Board voted to accept this item 3/0. **(Res. No. 22-010 Vander Poel/Fagundes)**
4. **Approve and Authorize the Carry Over of Revenue Funds for Use in Successive Fiscal Years –** Mr. Guardado said K/T AAA usually hasn’t had to do this in the past, but over the last several years, K/T AAA has received funding streams that are tied to contracts that end at the end of a particular year; however, the funds extend past the terms of those contracts. For example, K/T AAA received certain funding available to use until 2024 that were included in the Area Plan contract, which ends in June of this year (2022). This creates a situation where there are still funds available after the contract terms. This resolution is seeking permission from the Board to continue using those funds as the Fiscal Year(s) carries over, including the Coronavirus Aid Relief, CARES Act, Consolidated Appropriation Act, Families First Coronavirus Response Act, Vaccine Access Fund, Robotic Companion Pet Project-Ombudsman, Elder Justice, and American Rescue Plan funding. These funds have been received over the previous fiscal years, FY19-20, FY 20-21, FY 21-22. The funds are tied to a particular contract that ended but are still available. He noted it isn’t something the Agency has had to do in the past. This resolution asks for the Board’s approval to continue using funds that are still available, and where there are still balances that have not been fully expended, to be able to use them so long as the funds remain available. Supervisor Vander Poel said it makes sense to him, recognizing that it is a new circumstance, and he asked what are the amounts of the said funding? Mr. Guardado replied that he did not have information on all the full amounts with him, but for the CARES Act, it is approximately $245,000. The American Rescue Plan funding was just recently received, and nothing has so far been expended; and for the Consolidated Appropriations Act – of $230,000 received; approximately $50,000 has been expended. He noted that the Elder Justice (Approx. $5,000) and Robotic Companion (Approx. $1,000) funding is small. Supervisor Vander Poel asked that even if extended, the funding is still obligated for a specific criterion, and not that it becomes a “slush” fund? Mr. Guardado confirmed that the purpose of the funds remains intact. Supervisor Pederson commented that the Counties had to report on the spending down of money already received in order to able to be eligible for the next round of ARPA funding that is due to be distributed. Mr. Guardado said that the ARPA funding is received in “chunks,” essentially, a percentage initially, then the Agency needs to show those funds were expended or allocated to be spent before it can receive the next “chunk”, saying he thinks it is being released in three separate portions. Supervisor Fagundes motioned to adopt the resolution; Supervisor Vander Poel seconded the motion, which carried, 3/0.  **(Res. No. 22-011 Fagundes/Vander Poel)**
5. **Approval of K/T AAA Area Plan Update (APU)** – Mr. Guardado reported that every year K/T AAA submits an Area Plan, or an Update. It is due to the State by May 1st. Conventionally, staff brings it to the Governing Board at its May meeting, which is usually the 3rd week of May. A draft is submitted to the State on May 1st. This is the final being brought to the Board for final approval. He noted that, as has been the case for the last two years, very little has changed, particularly due to Covid. Service unit goals have remained unchanged as planning over the last couple years has been difficult. A Public Hearing was held April 22 (via Zoom), with participation from service providers and Dan Fox from the Advisory Council. During the discussion, Mr. Fox suggested that the Area Plan be made more easily available on the K/T AAA website – more prominent, so one didn’t have to search so hard for it. Other than that, no other changes resulted from the Public Hearing. Supervisor Vander Poel motioned to approve; Supervisor Fagundes seconded the motion, which carried 3/0. **(Res. No. 22-012 Vander Poel/Fagundes)**
6. **Amendments to FY21-22 California Department of Aging (CDA) Contracts, Signed by K/T AAA Director** – Mr. Guardado said this is an information item to update the Board on contracts that K/T AAA received this year. Anita Ortiz, K/T AAA Director, has the authority to sign and approve these amendments, which she has done. He noted that the increase in the MIPPA contract nearly doubled the contract amount. The MIPPA contract is part of the HICAP program. Additionally, it was noted that the amendment to the Title V contract more than doubles the amount of the contract, but also extends the expiration date – instead of ending in June 2022, the expiration date was extended to June 2023, so the doubling of the amount is misleading because the duration of the contract is extended. Amendment amounts are as follows:
* **Multipurpose Senior Services Program (MSSP)**

*MS-2122-33 Amendment #1, increase of $107,104*

* **Medical Improvement for Patients & Providers Act (MIPPA)**

*MI-2122-15 Amendment #1, increase of $29,679*

* **Title V / SCSEP Services (Senior Employment Program)**

*TV-2122-15 Amendment #1, increase of $120,740; Extended expiration date to 6-30-2023*

1. **Contract Authorities for FY22/23** – Mr. Guardado said this is an information item to let the Board know about what is coming in the July meeting. These are revenue funds (see Item #7) that will be divided and distributed to K/T AAA service providers (as shown below). Funding for the Senior Social Network (HSSN) comes from a Letter-to-File with Tulare County Mental Health. The below contracts will be available for approval at the July meeting. Supervisor Vander Poel asked about the stability of the contracts and how the providers performed over time, especially utilization of the HSSN services. He asked if enough is being done to market the HSSN service. Mr. Guardado replied that year over year, these contracts are mostly stable with some increases. The majority of increases are in the Nutrition Program. In the previous two years, the CDA has allowed a lot of flexibility in how to use funds for different services and a lot of funds were moved to Senior Nutrition (as allowed). This year, that was not allowed; but transfers, a more formal procedure, but the same idea, but without the same flexibility, was allowed. Approximately, $120,000 from other services were moved into Senior Nutrition. Mr. Guardado said that utilization for Senior Nutrition Services is still very high. The Mental Health, Prevention and Early Intervention (PEI) usage for the HSSN program remains low. He noted that the main way it was being advertised was through presentations at senior centers, so that marketing has not improved and is not as efficient as it was in prior years. Supervisor Vander Poel said it is a concern with senior resources being so scarce, that it is important to maximize every allocation. There was continued discussion between Raquel Gomez (CSET) and Mary Alice Escarsega-Fechner (CSET) regarding the volume of Information and Assistance (I & A) calls, especially requests for laptops or iPads – mostly from family members who express concern. It was noted that I & A call volume continues to be high. Ms. Escarsega-Fechner said one thing they could do for the Board is to follow up with the numbers. She noted family members are the advocates for seniors – so how is that market captured? Mr. Guardado said as a point of clarification, that the HSSN is a separate program, and usage statistics for I & A and the HSSN are separate. Ms. Ortiz, K/T AAA Director, commented that it will be good to open broader lines of communication with Mental Health (Donna Ortiz, Mental Health Director) on the funding and the implementation of the program.

Kings County Commission on Aging (KCCOA) $ 865,937

City of Tulare (Nutrition Program) $ 264,468

Community Services & Employment (CSET) $ 1,771,267

Community Services and Employment TV $ 84,344 (an extension by amendment)

Valley Adult Day Services (VADS) $ 87,074

Valley Caregiver Resource Center (VCRC) $ 87,074

Prevention & Early Intervention (VCRC)\* $ 25,000

\*Mental Health funding for Homebound Senior Social Network (HSSN)

Guest, Kelly Culver, asked if K/T AAA reaches out to local mobile home parks as a resource. Bonnie Quiroz, the Senior Advocate, replied that K/T AAA does maintain connections to mobile home parks, both through their client residences and because many mobile home residents are clients in the Home-Delivered Meals Program. Additionally, fliers, especially for special events like Senior Day or health fairs, are advertised and promoted at these locations. Ms. Quiroz noted that currently, due to the pandemic and out of concern for the health of the seniors, there are restrictions on availability of access.

1. Staff Reports
* **C4A Conference Update** – Ashley Bier, Aging Services Manager, reported on the K/T AAA attendance at the recent C4A conference saying that over 9 representatives were there from K/T AAA. Focus was on key initiatives for the older adult population, mainly the Master Plan on Aging and the digital divide. It was an in-person conference, although it did have a Zoom component.
* **CDFA Farmers Market Coupons** – Bonnie Quiroz reported that the market coupons are expected to arrive at the end of June. The delay has been caused by a problem with the CDFA printer. Once received, the distribution dates and locations will be posted and available on the K/T AAA website. Ms. Wild said staff wanted to let the Supervisors know this, because seniors are accustomed to receiving them earlier, so if Supervisors do receive constituent calls about them, they know that although there is a delay, they are coming.
* **WEAAM Event** – John Mauro announced the World Elder Abuse Awareness Month would be recognized by an event on May 31, 2022, at 9 a.m. on the East lawn of Government Plaza. There will be a flag “planting” ceremony (the purple flags represent the number of seniors who reported some form of abuse in Tulare County during the year). A Board of Supervisors Proclamation will also declare June as Elder Abuse Awareness month in Tulare County.
1. **Advisory Council Report**
* Council Chair, Ms. Bobbie Wartson, was not present at the Board meeting. Ms. Tidwell, K/T AAA staff, reported that California Senior Legislature (CSL) representatives would be designated by acclimation at the Council meeting following the Board meeting. The candidates are running unopposed and so can be designated by acclamation. Ms. Bobbie Wartson will be chosen as the CSL Senator representing the K/T AAA and Dan Fox will be elected by acclamation to the Assembly position.
* It was reported that Advisory Council members, Ms. Betsey Foote and Ms. Bobbie Wartson attended the recent C4A Conference as members representing the Council.
1. **Adjourn –** The meeting was adjourned at 10:41 a.m.

Respectfully submitted,

Anita Ortiz, K/T AAA Director

Dayna Wild, Division Manager Adult Services (designee)