



**Human Services Department**  
 COUNTY OF SONOMA  
**SONOMA COUNTY AREA AGENCY ON AGING**

3725 Westwind Bly d., Ste. 101  
 Santa Rosa, CA 95403



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 Department Director

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**AAA Advisory Council**  
**Planning & Funding Committee Meeting**

Wednesday, June 2, 2021  
 Zoom Meeting  
 1:00 p.m. – 2:30 p.m.

**Draft Minutes**

**Present:** Diane Spain (Chair), Rick Baum, Lea Black, Jenny Helman (Ex Officio), Sean Madison, Jim Redding, Deanna Shaat

**Absent:** Peter Holewinski

**Non-Committee Advisory Council Members:** Cynthia Scarborough

**Staff:** Tracy Repp, Vanessa Finnigan, Patrick Pungprakearti

**Minutes:** Bron Anderson

1. **Welcome and Introductions** (Spain) – Meeting called to order at 1:02 PM
2. **Approval of May 5, 2021 Minutes – (Motion)** to approve Planning and Funding (P&F) meeting minutes from May 5, 2021 as corrected. Helman/Black (MSC). Approved Unanimously. Ayes – 6, Noes – 0, Abstentions – 0.
3. **Select Chairperson and Vice-Chairperson for FY2021-22**
  - **(Motion)** Helman/Black (MSC) to nominate Diane Spain as chair for Fiscal Year 2021-22. Approved. Ayes – 5, Noes – 0, Abstentions - 1
  - **(Motion)** Black/Baum (MSC) to nominate Peter Holewinski as Vice Chair for Fiscal Year 2021-22. Approved. Ayes – 5, Noes – 0, Abstentions - 1
    - Holewinski not in attendance, Black to fill role of Vice Chair if Holewinski declines position
4. **3<sup>rd</sup> Quarter Performance Report**
  - Review FY2020-21 Performance Report
  - Discussion about creating consequences/corrective actions for programs not meeting contract requirements and CDA guidelines. One idea is program eligibility to One-Time-Only funding.
5. **Funding Recommendations: FY 2021-22 Contract Amendments #1**
  - Review Funding Recommendations for FY2021-22 CARES Act and Older Americans Act Contracts
  - Staff invoked the short-lead-time funding recommendation process for CARES Act increases. Met with Advisory Council Chair Helman and Planning and Funding Chair Spain
6. **Planning and Funding Projects Timelines**
  - Review list of upcoming projects for 2021-22
  - Invite program providers in a panel format (i.e. caregiver, nutrition, etc.) to present at meetings to educate the committee members about their services
7. **Adjourned** at 2:30 PM