



SONOMA COUNTY AGING & DISABILITY COMMISSION

Executive Committee Meeting

Location: Carnelian Conference Room,
3725 Westwind Blvd. Santa Rosa 95403

Date: Tuesday, November 12, 2024

Time: 11:00 am – 12:30 pm

Public Zoom Link: <https://zoom.us/j/98787194393?pwd=qszyalg9rErMcGIlbMj3LKbjbZmaU8.1>

Agenda

- | | | |
|-------|---|--------|
| 11:00 | 1. Welcome and Introductions | Helman |
| 11:00 | 2. Approval of the 10.8.2024 Executive Committee Minutes | Helman |
| 11:05 | 3. Public Comment and Council Member Open Forum | |
| 11:10 | 4. Staff updates | Avery |
| | <ul style="list-style-type: none">• Community Services Program Development Manager starts today! | |
| 11:15 | 5. New Aging & Disability Commission Applicants—Action | Helman |
| 11:20 | 6. Standing Committee Policy & Procedure Change—Action | Helman |
| 11:35 | 7. Standing & Ad Hoc Committee Report | Helman |
| | <ul style="list-style-type: none">• <i>Standing Committee: No Wrong Door</i>• <i>Ad Hoc Committee: Special Project</i> | |
| 11:45 | 8. Area Plan 25-26 Goals & Objectives | Avery |

Attachments

Minutes (10.8.2024), New Aging & Disability Commission Applications

Supplemental materials related to an agenda item are available for public inspection during normal business hours at the Adult & Aging Office, 3725 Westwind Blvd., Suite 101, Santa Rosa. All listed times are approximate and subject to change. Agenda items are scheduled for consideration by the Commission, which may or may not choose to act. Breaks may be called at the discretion of the Chair. If you need any accommodation to effectively participate, please contact aaa@schsd.org or (707) 565-5238 at least 48 hours prior to the meeting. To receive the AAA Newsletter: AAA@schsd.org.

Executive Committee:

Chair: Jenny Helman

Vice Chair: Robin Thompson

Secretary: Deanna Shaat

Former Chair: Diane Spain

Parliamentarian: Trayce Beards



Sonoma County
Aging & Disability Commission
Executive Committee Meeting

Minutes

Tuesday, October 8, 2024 | 11:00 am – 12:30 pm

Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

In-Person Attendance: Jenny Helman, Robin Thompson, Trayce Beards, Dianna Shaat |

Zoom Attendance: Diane Spain | **Staff:** Sara Avery, Cassandra Denson (Zoom Moderator),

Shani Ledah Kelley (Zoom Moderator) | **Absent:** N/A

1. Welcome & Introductions (Helman)(11:00AM)

2. Approval of the 9.10.2024 Executive Committee Minutes (Helman)

Minutes approved as written

3. Public Comment and Council Member Open Forum (Avery)

4. Staff updates

- **Program Manager Recruitments Update**

More info and an announcement for the Commission to come

- **MOW Waitlists**

Annie Silverman, Program Planning & Evaluation Analyst, is working with partners on nutrition programs and working on an evaluation of the waitlists.

Providers are providing their waitlists monthly as part of their contract requirements.

A secondary evaluation is needed for waitlisted consumers outside the service areas.

Sara Avery will provide waitlist totals at the next Commission meeting; discussion will be tabled until the full evaluation has been completed.

5. Diversity and Representation on Commission Membership (Helman)

6 vacancies currently, all at large memberships.

Commissioners discussed the option of holding membership spaces for underrepresented demographics.

2 new applications have been received. Applicants still need to attend a commission meeting. The Commission plans to move forward with the application process with the 2 new applicants.

6. Standing & Ad Hoc Committee Report (Helman/Beards)



Sonoma County Aging & Disability Commission **Executive Committee Meeting**

- **Standing Committee: *No Wrong Door***

Betsey Harper will reach out to Trayce Beards regarding setting an agenda and first meeting procedures.

- **Ad Hoc Committee: *Community Engagement***

Ideas for committee goals discussed:

- Develop assignments for engaging with the community or service providers.
- Planning an event calendar that correlates with monthly awareness events etc. (“Special Projects Ad Hoc” would be opened to make the calendar)
- Help with outreach and in-service presentations for ADRH/Commission.
- Interviews with caregivers, IHSS recipients, and senior service providers for advocacy efforts.

- **Ad Hoc Committee: *Legislative Rep Visit Content Planning***

Reviewed questions to Legislative Reps.

Jenny Helman will send the Reps the questions and inform them that a Zoom option is available for their participation.

7. National Caregiver Appreciation Month (Helman)

5 groups will be formed by Jenny Helman to interview local service providers.

Zoom or phone meetings are options for the interviews.

Present findings in November.

Focusing on the family caregiver.

Will use Trayce Beard’s template for discussion topics/questions:

- Do you ever have to turn away caregivers from receiving services/support?
- How do you serve diverse populations?
- What’s going well for your agency?
- Are you seeing any changing trends in family caregiving?

Jenny Helman will send out an email to commissioners before the commission meeting and discussion will take place at the meeting. Trayce/Jenny will provide clear guidance and language to commissioners that this will not be related to the contract monitoring of service providers and how to relate that information to them.



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Dianne Spain will develop certificates. Given out in November.

8. Area Plan Overview Webinar (Helman)

Webinar Topic: Learning the Area Plan, focus on what the public needs to know and the commission members' relation to the plan. Avoid discussion on Commission business related to the Area Plan.

Looking at a January/ February date.

The new Program Development Manager will work on the project.

9. Area Plan 25-26 Objectives (Beards)

Special Projects Ad Hoc should look at objectives when developing the annual calendar.

10. Commission Meeting Agenda Review

(The Executive Committee added this item to the agenda during the meeting.)

11. Adjourn (Helman) (12:30PM)



SONOMA COUNTY AGING & DISABILITY COMMISSION

Commission Meeting

Location: Carnelian Conference Room,
3725 Westwind Blvd. Santa Rosa 95403

Date: Wednesday, November 20, 2024

Time: 1:00 pm – 3:00 pm

Public Zoom Link: <https://zoom.us/j/95119660692?pwd=p55PwlBEbWGv6WvxXbuNoYHbVV4ovM.1>

Agenda

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|------|---|------------------------------------|
| 1:00 | 1. Welcome and Introductions | Helman |
| 1:00 | 2. Approval of Minutes (10.16.2024) | Helman |
| 1:05 | 3. Chair Updates | Helman |
| | <ul style="list-style-type: none">• Standing Committee Policy & Procedure Change—Action• New Aging & Disability Commission Applicants—Action• No Meetings in December | |
| 1:10 | 4. Director/Staff updates | Dunaway/Avery/Milner |
| | <ul style="list-style-type: none">• Welcome Cody Milner | |
| 1:15 | 5. Presentation of the Gold Resolution for Family Caregivers Month | Dunaway/Glentzer |
| 1:20 | 6. Legislative Offices: Representative Reports | Helman/Legislative Representatives |
| | <ul style="list-style-type: none">• Congressman Mike Thompson – Brendan Sweeney | |

- Congressman Jared Huffman – Riley Ahern
- Senator Bill Dodd – Steve Panages
- Senate Majority Leader Mike McGuire – Kai Cooper
- Assemblymember Cecilia Aguiar-Curry – Laura Beltran
- Assemblymember Jim Wood – Will Tesconi
- Assemblymember Damon Connolly – Anna Maria Tamayo

| | | |
|------|---|---------------------------------------|
| 1:50 | 7. Public Comment and Council Member Open Forum | |
| 1:55 | ** BREAK** | |
| 2:05 | 8. National Family Caregiver Provider Showcase Presentation | Aging & Disability Commission Members |
| 2:50 | 9. Standing & Ad Hoc Committee Report | Helman |
| | <ul style="list-style-type: none"> • <i>Standing Committee: No Wrong Door</i> • <i>Ad Hoc Committee: Special Projects</i> | |
| 3:00 | 10. Adjourn | Helman |

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Minutes (10.16.2024), New Aging & Disability Commission Applications

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