



# Sonoma County Aging & Disability Commission Executive Committee Meeting

## Agenda

Tuesday, June 11, 2024

11:00 am – 12:30 pm

In-Person: Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

Public Zoom Meeting Link:

<https://zoom.us/j/98623766921?pwd=u6lQlINlqX2x43mVNRnB6iZsxfS2ms.1>

- 11:00 **1. Welcome & Introductions** (Helman)
- 11:02 **2. Approval of 05.07.2024 Executive Committee Minutes** (Helman)
- 11:05 **3. Public Comment and Council Member Open Forum**
- 11:10 **4. Election Process for June Commission Meeting** (Beards/Helman)
- 11:15 **5. Brown Act Agenda Requirements** (Beards)
- 11:20 **6. ADC Objectives for 2425** (Beards)
- 11:35 **7. Role of Staff** (Avery)
- 11:45 **8. Board of Supervisors Report – Planning Discussion** (Helman/Avery)
- 11:55 **9. Standing & Ad Hoc Committee Reports** (Beards/Helman)
- No Wrong Door Standing Committee
  - Planning Day Ad Hoc Committee
  - Nominating Ad Hoc Committee
  - Mission Statement Ad Hoc Committee
  - Community Engagement Ad Hoc Committee
  - Dissolving Ad Hoc Committees
- 12:07 **10. Agenda Building 2425 (Helman/Beards)**
- September-National Senior Center Month
  - Leg Visits—March & Oct
- 12:15 **11. Commission Agenda Review – June** (Helman/Avery)
- 12:30 **12. Adjourn** (Helman)

**Attachments:** Minutes (05.07.2024), Ad Hoc Nominating Committee Nominations, Area Agency on Aging, Advisory Council FY2425 Goals/Objectives, Commission Draft Agenda

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 Advisory Council, which may or may not choose to act. Breaks may be called at the discretion of the Chair. If you need any accommodations to effectively participate please contact [aaa@schsd.org](mailto:aaa@schsd.org) or (707) 565-5238 at least 48 hours prior to the meeting. To receive the AAA Newsletter: [AAA@schsd.org](mailto:AAA@schsd.org).

**Executive Committee: Chair:** Diane Spain **Vice Chair:** Jenny Helman **Secretary:** Deanna Shaat  
**Former Chair:** Terry Kelley **Parliamentarian:** Trayce Beards



# SONOMA COUNTY AGING & DISABILITY COMMISSION Executive Committee Meeting

## Minutes

Tuesday, April 9<sup>th</sup>, 2024 | 11:00 am – 12:30 pm

**In-Person Attendance:** Jenny Helman, Trayce Beards, Terry Kelly **Zoom Attendance:** Diane Spain, Sandra Hoevertsz, Cynthia Scarborough **Absent:** Deanna Shaat (Excused) **Staff:** Sara Avery, Paul Dunaway, Cassandra Denson (Zoom Moderator & Notetaker)

1. **Welcome & Introductions (11:00am) (Helman)**
2. **Approval of 04.09.2024 Executive Committee Minutes (Helman)**  
Accepted with Edits
3. **Public Comment and Council Member Open Forum**
  - Cynthia Scarborough: Recently heard the A&D Resource Directory advertisement on a local radio station. Recommends the Commission reach out to the KSVY Radio Station to advertise there too.
  - Silvercrest Mental Health forum presented by NAMI - Trayce Breads will attend.
  - Aging & Disability Resource Expo - Jenny Helman will attend.
4. **Staff Updates (Dunaway)**
  - **Older Americans Month Gold Resolution**  
The theme is powered by Connection. Paul Dunaway will read off the details of the resolution at the May Commission meeting.
  - **C4A Conference – Reporting**  
**Paul Dunaway’s Takeaway:**
    - CA continues to enroll new CalAim Providers throughout the state.
    - Inspired by the Keynote Speaker– She focused on allowing others to take the lead on equity work.
    - Inspired to be more inclusive with the Board of Supervisors attending Commission meetings.
    - Inspired by health fairs for older adults being implemented in other countries.
    - Changes to AAA Joint Powers- CDA intention or outcomes are unknown.
  - **Jenny Helman’s Takeaway:**
    - Participated in a discussion forum hosted by Citris, a discussion on how AI can help older adults.
    - Participated in Betterage.net presentation regarding the social aspect of aging. Discussions about people living longer, working longer, and having multigenerational households.

**Terry Kelley's Takeaway:**

- Interested in Job fairs held in other counties for senior job search and senior employment resources.
- Participated in a presentation on how to work with Native American/Indigenous populations.
- TACC Meeting updates- following 19 bills this session; Re-writing the Older Californians Act; Brown Act rules.

**Sara Avery's Takeaways:**

- Inspired by other county's using innovative ways to use OAA funds that meet different regions' needs. (examples for unique disaster response and unique programming)
- Heard about LGBTQ+ Older Adults study which will tell us what needs of this population are across the state- CDA will be releasing findings during Pride Month (June).

**5. Marge Ling Award Script Development (Avery)**

Awarded to Rosa Reynosa. Plaque presented for review by members. Script reviewed for the award. Cynthia/Jenny can contribute more information about her local acting experience.

**6. No Wrong Door Standing Committee of Commission (Dunaway/Harper)**

Proposal to form a standing committee on the "No Wrong Door" philosophy system implementation through ADRH. The committee would inform/advise philosophy, policy, procedures, and implementation of ADRH. Looking for membership from the Commission and service consumers. Would begin in the Fall of 2024 plan to meet 3-5 times per year. Betsey Harper will staff the committee – and will explain the current structure.

**Action:** Motion to recommend to the Commission that they establish a No Wrong Door Standing Committee.

**1<sup>st</sup> motion:** Trayce Beards

**2<sup>nd</sup> Motion:** Terry Kelley

**Vote:** Passed

**7. Election Procedures Alignment for May Commission Meeting (Beards)**

Beards plans to announce the change from past procedures. Allowing volunteers to participate in the Nominating Committee instead of the Executive Committee selecting Nominating Committee Members. This would be a short-term committee (1-2 meetings). Cannot allow repeat members to participate in the committee.

**8. Be the Change Discussion (Helman)**

Workshop with Trayce Beards, Sara, Jenny, Sandra, and Priyanka as participants.

The committee reviewed the overall outcome of the meeting; overall participants felt they were missing the tools they were expecting.

One topic taken away: Creating a Welcoming Space. – Members suggest bringing back a brown bag lunch option before meetings to connect and welcome new members. The

Commission can review more ideas for building relationships among members during the August Planning Day.

**9. Ad Hoc Committee (Helman/Beards)**

- **Current Committee Report-Outs**

Mission Statement Committee: Looking to recommend draft language on Vision, Mission, and Values Statements.

Community Engagement Committee: Discussing who the commission will reach out to and developing goals and objectives for the communications plan.

- **Officer Nominations** – Reviewed during Election topic (7)
- **Dissolving AP Goals & Objectives Committee**- Will dissolve in next Commission meeting.
- **Membership**  
Reviewed Ameritas Status for members and expectations of members' participation.
- **Senior Expo**  
July 7<sup>th</sup> event- Commission will need to start planning for this event. Will stand up a committee to assist in this project.
- **ADC Area Plan Objectives** – Will add this project to an existing Committee.
- **Planning Day**- Will stand up a committee to assist in planning the Planning Day.

**10. Attendance Accountability & Reporting (Helman)**

Spreadsheet Created for tracking: Will send out as a PDF, sent monthly to the Exec. Committee.

**11. Commission Agenda Review – May & June (Helman/Avery)**

Add “DRAFT” to the Draft Minutes or Agendas that are shared with the Commission.

**12. Reconfiguration of Lege Rep Presentations (Beards)**- Tabled to next month.

**13. Commission Member Report Out (Beards/Helman)**

**14. Adjourn (12:31pm) (Helman)**

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# Sonoma County Aging & Disability Commission Regular Meeting

## Agenda

Wednesday, June 19, 2024

1:00 pm – 3:00 pm

In-Person: Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

Zoom Option for Public Attendees: [Zoom Link](#)

- 1:00    **1. Welcome, Introductions** (Helman)
- 1:00    **2. Approval of 05.17.24 Advisory Council Meeting Minutes** (Helman)
- 1:05    **3. Approval of the Mission Statement and Logo—Action** (Helman)
- 1:15    **4. ADC Objectives for 2425** (Beards)
- 1:30    **7. Director/Staff Report** (Dunaway/Avery)
- Medi-Cal at IHSS (ADRH) (Larry’s PD Article, always going to be art’s, actionable items: Letter to the editor, etc)
  - PPEA
- 2:05    **8. Public Comment and Council Member Open Forum**
- BREAK**
- 2:25    **9. June Officer Elections Process – Action** (Baum/Larson/Spain)
- 2:40    **10. Membership Update** (Helman)
- 2:45    **11. Ad Hoc Committee Discussion** (Helman/Beards)
- No Wrong Door Standing Committee
  - Planning Day Ad Hoc Committee
  - Nominating Ad Hoc Committee
  - Mission Statement Ad Hoc Committee
  - Community Engagement Ad Hoc Committee
  - Dissolving Ad Hoc Committees
- 3:00    **12. Adjourn** (Helman)

**Attachments:** Advisory Council Meeting Minutes (05.15.24)

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are approximate and subject to change. Agenda items are scheduled for consideration by the Advisory Council, which may or may not choose to act. Breaks may be called at the discretion of the Chair. If you need any accommodations to effectively participate, please contact [aaa@schsd.org](mailto:aaa@schsd.org) or (707) 565-5238 at least 48 hours prior to the meeting. To submit items for the AAA Newsletter, or to receive the AAA Newsletter: [AAA@schsd.org](mailto:AAA@schsd.org).

**Advisory Council Executive Committee Members:** **Chair:** Diane Spain **Vice Chair:** Jenny Helman  
**Secretary:** Deanna Shaat **Former Chair:** Terry Kelley **Parliamentarian:** Trayce Beards **Advisory Council Members:** Rick Baum, Kerrily Beaton, Suzanne Edwards, Sandra Hovertsz, Erick Larson, Larry McCabe, Jaime Peñaherrera, Alain Serkissian, Don Streeper, Robin Thompson, Priyanka Varma  
**AAA Director:** Paul Dunaway **Community Services Program Manager:** Sara Avery

Upcoming ADC meetings:

- ADC Planning Day: August 21

Upcoming Events:

- Senior Expo: July 13, 9am-12pm. [Senior Expo | Santa Rosa, CA \(srcity.org\)](http://srcity.org)

From Rick Baum, Chair, Ad Hoc Nominating Committee:

I'm writing on behalf of the Commission's Ad Hoc Nominating Committee to inform you that we unanimously recommend to the Executive Committee (EC) the following slate of Officers for the EC's approval and presentation to the full Commission at its next scheduled meeting. We have confirmed with each of the nominees their willingness to serve for the full term of office in the roles identified next to their respective names. Our Committee understands that in addition to this recommended slate, nominations from the floor will also be entertained if proffered during the Commission's next meeting. It is our further understanding that the Executive Committee will, upon completing its review, disseminate its approved slate to the full Commission prior to the next meeting.

I want to commend my fellow Committee members for their good work. It has been a pleasure to work with them and to come up with such a stellar group of nominees.

**Recommend Nominees:**

- **Jenny Helman: Chair**
- **Robin Thompson: Vice Chair**
- **Deanna Shaat: Secretary**





## Area Agency on Aging Advisory Council FY2425 Goals/Objectives

### Draft ADC 2024-25 Objectives

1. Provide no fewer than three presentations to older adults, adults with disabilities and/or their caregivers to share information such as 565-INFO, Aging & Disability Resource Directory, and the Local Master Plan for Aging. At least one presentation will be in Spanish.
2. Facilitate no fewer than three focus groups with older adults, adults with disabilities, and/or their caregivers to learn about issues and needs. At least one focus group will be in Spanish.
3. Conduct no fewer than eight site visits with relevant service providers to share information and learn about issues and needs, including feedback on the content and navigability of the Resource Directory.
4. Attend and report back on no fewer than six community meetings on relevant topics such as transportation, housing, caregiving, health, etc.
5. Two times per year, invite representatives of state and county legislators to speak at Commission meetings.
6. At least annually, invite representatives of municipal older adult advisory bodies to speak at a Commission meeting.
7. No fewer than three times per year, submit reports and attend meetings of the Triple-A Council of California.
8. At least annually, invite Sonoma County's California Senior Legislature representatives to speak at a Commission meeting.
9. Provide biannual reports to the Sonoma County Board of Supervisors on community issues and needs.