



SONOMA COUNTY AGING & DISABILITY COMMISSION

Executive Committee Meeting



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

Date: Tuesday, March 11, 2025

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 Thompson
- Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.
- 11:00 2. Approval of the 02.11.2025 Executive Committee Minutes Thompson
- The Commission will review the meeting minutes and may approve them as presented or with modifications.*
- 11:05 3. Public Comment and Council Member Open Forum Public
- The public may address the Executive Committee on agenda items and on non-agenda matters. Public comments will be limited to three (3) minutes per speaker.*
- Note: The Executive Committee cannot take action on non-agenda items.*
- 11:10 4. Chair Updates Thompson
- Commissioners' Participation in Commission Meetings
 - Recruitment for Commission

- Volunteer Hour Log

The Committee will discuss and possibly take action on a commissioner's participation

11:30 5. Staff Updates: Milner

- Mileage and Expense Reimbursement
- Marg Ling Award
- Public Hearing in March Update
- Community Events for Potential Commission Participation
 - Pride Parade on May 31st in Santa Rosa
 - African Soul Festival on Aug 30th from 11-5 in Rohnert Park

6. MPA Update:

- Racial Equity Foundations Training on 3/26 from 8-12

The Program Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.

12:00 7. Standing & Ad Hoc Committee Report Thompson

- Standing Committee: No Wrong Door
- Ad Hoc Committee: No Wrong Door Toolbox - Action
- Ad Hoc Committee: Orientation and Onboarding
- Ad Hoc Committee: Objectives for FY 25/26
- Ad Hoc Committee: FY 24/25 Area Plan Objectives Implementation

Standing and Ad Hoc Committee Members will provide updates on their activities, progress on assigned tasks, and recommendations or actions for the Commission.

12:25 8. Aging & Disability Commission Agenda Review Thompson

The Executive Committee will review the Draft Commission Meeting Agenda and will provide feedback and/or suggest any necessary modifications and/or additions.

12:30 9. Adjourn Thompson

Attachments

Minutes (02.11.2025), Draft Agenda (03.19.2025)

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, February 11th, 2025 | 11:00AM-12:30PM

Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

In-Person Attendance: Robin Thompson, Trayce Beards, Deanna Shaat | **Zoom Attendance:** Jenny Helman, Diane Spain, Cynthia Scarborough (Public) | **Staff:** Cody Milner, Cassandra Denson | **Absent:** N/A

- 1. Welcome & Introductions** (Thompson) (11:02AM)
- 2. Approval of the 01.08.2025 Executive Committee Minutes** (Thompson)
Minutes approved with correction. Correction: Sonoma "Valley" Collaborative instead of "County".
- 3. Public Comment and Council Member Open Forum**
- 4. Chair Updates** (Thompson)

New Aging & Disability Commission Applicant – Action

- Applicant Sheila Morrissey
- Jenny Helman will reach out to the applicant to invite her to a meeting. Attendance is required before the Committee considers her application.

Commissioners' Participation in Commission Meetings - Action

- Add an agenda item to the Commission meeting to consider granting Erick Larson Emeritus Status, allowing him to continue participating without strict attendance requirements.

Support for Beth Steffy's Legislative Proposal – Action

- Cody Milner facilitated a connection between Beth Steffy and Terry Kelley.
- Jenny Helman will contact Beth Steffy to request the draft proposal language.
- The proposal seeks to increase backup power generator coverage for Assisted Living Facilities to a minimum of 72 hours.

5. Staff Updates (Milner)

Commission Member Analysis

- Reviewed Commission Membership from Demographic Survey and Volunteer Hours.
- Demographic Highlights: 50% Older Adults, Missing Tribal representation.
- Volunteer hours of Commissioners: 600 hours.



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- Cody Milner will provide a report to Jenny Helman identifying Commissioners who did not meet the minimum volunteer hour requirements.
- The Commission discussed the potential benefits of including categories or types of volunteer hours on the reporting form for better tracking.
- The inclusion of the Commission's work as a goal in the Area Plan (Goal 6) was reviewed and discussed.
- Executive Commission Members will meet with Adult & Aging staff to discuss Area Plan requirements and strategies for tracking volunteer hours. The **next Area Plan Ad Hoc Committee Meeting is scheduled for February 27th at 11:00 AM.**

6. MPA Update:

- The Commission should be participating in MPA Action Teams. Positions are still open.
- Expectation that the Executive Committee will hold a seat on the Oversight Committee.
- Public presentations on action teams are being booked with Joni Huntsperger.

7. Marg Ling Leadership Award- Action (Thompson)

- Discussed possible recipients.

Motion: Nominate Erick Larson for the Marg Ling Leadership Award.

1st Motion: Trayce Breads **2nd Motion:** Deanna Shaat **Vote Result:** Passed

8. Commission Business Cards & Name Tags (Thompson)

- Name tags will include: Blue Background, Name, and Officer Positions (Chairperson Emeritus, Chair, Vice-Chair, Parliamentarian)
- Generic Business Cards will include: ADRH info on the back, Front "Contact the Commission"
- Personalized Business Cards: Create a Universal template. No address, including Name, and Phone for Member.

9. Standing & Ad Hoc Committee Report (Thompson)

Standing Committee: No Wrong Door

- Next Meeting on February 25th, 2025.

Ad Hoc Committee: Special Project

- The Final Report will be added to the Commission agenda. The Ad Hoc Committee will be disbanded upon the completion and submission of the final report.



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Ad Hoc Committee: Orientation and Onboarding

- The Draft Plan has been developed and will be submitted to Jenny Helman and Cody Milner for review.

Ad Hoc Committee: Goals and Objectives for FY 25/26

- The Commission discussed its advisory role in relation to the Goals and Objectives.
- It was proposed to include Sara Avery in the next meeting to discuss the Commission's involvement in the Area Plan.

Ad Hoc Committee: FY 25/26 Area Plan Goals Presentation/Focus Group Development

- Add Action Item to the Commission meeting for voting on the creation of this Ad Hoc Committee.

10. February Showcase on Case Management (Thompson)

- Jenny Helman will send a reminder email to group leaders, requesting that reports be submitted to Diane Spain.
- Diane Spain has created the certificates.
- Jenny Helman will ask group members to state their program name before responding to each question.

11. FY 25/26 Area Plan Goals and Updates for March Public Hearing (Thompson)

- Cody Milner is collaborating with the California Department of Aging (CDA) on updates, which will also require approval from the Board of Supervisors (BOS).
- The original Area Plan is still pending approval from the CDA.
- Cody Milner will provide an update on current goals and present proposed goals for FY 2025/26.
- Robin Thompson will chair the meeting.

12. Role of the Advisory Council (Beards)

- The Commission reviewed the "Three Hats" document outlining its roles.
- Discussed the potential to develop a PowerPoint presentation based on the document.
- Considered providing feedback to the State, including a recommendation to incorporate language referencing "people with disabilities."

13. Aging & Disability Commission Agenda Review (Thompson)

14. Adjourn (Thompson) (12:33PM)



SONOMA COUNTY AGING & DISABILITY COMMISSION

Commission Meeting



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

Date: Wednesday, March 19, 2025

Time: 1:00 pm – 3:00 pm

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

Agenda

1:00 1. Welcome and Introductions Thompson

Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.

1:00 2. Public Hearing Milner/
Approval of Fiscal Year 2024 – 2028 Area Plan Update: Year 2 Thompson

- Open Public Hearing
- Review status of Area Plan Goals and Objectives for Year 2
- Public Comment

Adjourn Public Hearing

- Discussion by Aging & Disability Commission Members
- Approval of FY 2024 – 2028 Area Plan Update: Year 2 - Action

1:40 ** BREAK**

1:50 3. Approval of the 02.19.2025 Commission Meeting Minutes Thompson

The Commission will review the meeting minutes and may approve them as presented or with modifications.

1:55 4. Chair Updates Thompson

- Recruitment for Vacant Commission

The Chair will provide updates on relevant matters for the Commission, including recent developments or upcoming events.

- 2:05 5. Director/Staff updates Dunaway,
Milner,
Huntsperger
- Director Update
- The AAA Director will provide updates on relevant matters for the Commission, including recent developments or upcoming events.*
- MPA Update
- Racial Equity Foundations Training on 3/26 8-12
- Action Team Updates
- The MPA Program Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.*
- 2:20 6. Public Comment and Commission Member Open Forum Public
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- 2:30 7. Standing & Ad Hoc Committee Report Thompson
- Standing Committee: No Wrong Door
 - Ad Hoc Committee: No Wrong Door Toolbox - Action
 - Ad Hoc Committee: Orientation and Onboarding - Action
 - Ad Hoc Committee: Objectives for FY 25/26 - Action
 - Ad Hoc Committee: FY 24/25 Area Plan Objectives Implementation
- Standing and Ad Hoc Committee Members will provide updates on their activities, progress on assigned tasks, and recommendations or actions for the Commission.*
- 3:00 8. Adjourn Thompson

Attachments

Minutes (02.19.2025), March 2025 Public Hearing Presentation, Fiscal Year 2024 – 2028 Area Plan Update: Year 2 - DRAFT

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Aging & Disability Commission Members:

Chair: Jenny Helman

Vice Chair: Robin Thompson

Secretary: Deanna Shaat

Former Chair: Diane Spain

Parliamentarian: Trayce Beards

Commission Elected: Rick Baum, Monte Cimino, Suzanne Edwards, Sandra Hoevertsz, Denise Johnson, Terry Kelley, Erick Larson, Christian Nava, Jaime Peñaherrera, Alain Serkissian, Priyanka Varma

AAA Director: Paul Dunaway

Community Services Program Manager: Cody Milner

Upcoming Events:

- Executive Committee: Tuesday, April 8, 2025, 11:00 AM – 12:30 PM
- Commission Meeting: Wednesday, April 16, 2025, 1:00 PM – 3:00 PM