



SONOMA COUNTY AGING & DISABILITY COMMISSION

Executive Committee Meeting

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

Date: Tuesday, February 11, 2025

Time: 11:00 AM – 12:30 PM

Public Zoom Link: <https://zoom.us/j/98787194393?pwd=qszyalg9rErMcGllbMj3LKbjbZmaU8.1>

Agenda

- 11:00 1. Welcome and Introductions Helman
- 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 01.08.2025 Executive Committee Minutes Helman
- 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 Helman
- New Aging & Disability Commission Applicant – Action
- The Committee will review and discuss an application for the vacant Commission seat.*

- Commissioners’ Participation in Commission Meetings - Action

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

- Support for Beth Steffy’s Legislative Proposal – Action

The Committee will discuss available options to support Beth Steffy’s legislative proposal that was announced at the last Commission meeting during Public Comment.

- 11:20 5. Staff Updates: Milner
- Commission Member Analysis

Review Commission Membership from Demographic Survey and Volunteer Hours.

6. MPA Update:

- The Commission should be participating in MPA Action Teams
- Expectation that the Executive Committee will hold a seat on the Oversight Committee

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

- 11:30 7. Marg Ling Award - Action Helman

Discussion and nomination of potential recipients for the Marg Ling Award, which honors individuals who demonstrate outstanding dedication, leadership, and service in the Aging and Disability Community.

- 11:40 8. Commission Business Cards and Name Tag Helman

The Executive Committee will discuss, create, and decide on the final layout of the new Business Cards and Name Tags. Two mockups have been created for the Committee to review as a reference point.

- 11:50 9. Standing & Ad Hoc Committee Report Helman

- Standing Committee: No Wrong Door
- Ad Hoc Committee: Special Project - Action
- Ad Hoc Committee: Orientation and Onboarding
- Ad Hoc Committee: Goals and Objectives for FY 25/26

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

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

- | | | |
|-------|---|--------|
| 12:00 | 10. February Showcase on Case Management | Helman |
| | <i>The Committee will discuss the layout for the Showcase that will be presented at the February Commission meeting.</i> | |
| 12:10 | 11. FY 25/26 Area Plan Goals and Updates for March Public Hearing | Helman |
| | <i>Discuss and clarify procedures for bringing FY 25/26 Area Plan Goals and Updates to the March Public Hearing.</i> | |
| 12:20 | 12. Role of the Advisory Council | Beards |
| | <i>Review the draft “The Commission’s Three Hats” document and discuss proposed updates.</i> | |
| 12:25 | 13. Aging & Disability Commission Agenda Review | Helman |
| | <i>The Executive Committee will review the Draft Commission Meeting Agenda and will provide feedback and/or suggest any necessary modifications and/or additions.</i> | |
| 12:30 | 14. Adjourn | Helman |

Attachments

Minutes (01.08.2025), New Aging & Disability Commission Application, Commission Members Demographics, Commission Members FY 24/25 Q1 & Q2 Volunteer Hours, Commission Business Card Mockups 2025, Commission Name Tag Mockups 2025, and The Commission’s Three Hats 1-25, Aging & Disability 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 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

Wednesday, January 8, 2025 | 2:00PM-3:30PM

Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

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

1. **Welcome & Introductions** (Thompson)(2:02PM)
2. **Approval of the 11.12.2024 Executive Committee Minutes** (Thompson)
Approved as written.
3. **Public Comment and Council Member Open Forum**
Cindy Scarborough- Still plans to follow up with Sara Avery on the Sonoma County Collaborative.
Trayce Beards: Virtual participation in Brown Act meetings will be considered a reasonable accommodation for members with disabilities. (*Discussed at end of meeting*)

4. **Staff updates** (Milner)

AAA Contract Monitoring

Staff are in the process of developing a schedule for site visits. Commissioner guidelines will be presented to the full commission. Monitoring tools are expected to be distributed in approximately two weeks, with providers given 3-4 weeks to respond. Site visits are planned for March.

Attendance Report

The Fiscal Year Attendance Record was reviewed. The definition of an “excused absence” will be reviewed by the commission, with the general understanding that it applies when a Commission member notifies the Chair in advance. Attendance records will also be created for the NWD Standing Committee and the Executive Committee.

District Supervisor Term Renewal:

- Jenny Helman expired December 31, 2024 –In Process
- Alain Serkissian, District 5, expires in April 2025.
- Terry Kelley, District 5, Expired/Needs Follow-up.



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

- Deanna Shaat, District 2- Processed

Commission Renewal:

- Diane Spain, Commission Elected, expired in October 2024.

Commission Member Demographic Summary - Action

The draft survey document was reviewed. The data collected will be used to assess the demographics represented within the commission and identify areas that may require greater representation. This analysis is for internal purposes only.

5. Upcoming February Showcase (Thompson)

The Special Projects Committee has identified the February Showcase theme: Case Management Services. The AAA oversees three III-B-funded Case Management Programs.

Robin Thompson will schedule a final Zoom meeting for the Special Projects Committee to review interview questions for the showcase. Diane Spain has volunteered as a backup to assist with developing case management interview questions.

Robin Thompson also provided the committee with a schedule of planned special projects. The committee reviewed the commission's upcoming goal to conduct three focus groups before June. Sara Avery will send Jenny Helman and Robin Thompson the contact information for the III-B Case Management programs.

6. Volunteer Time Log (Beards)

Trayce Beards shared a list of volunteer log categories. The current spreadsheet report, with updated formatting and terminology, was reviewed. The Commission discussed which log categories should be tracked.

Bi-annual reports are due to Cody Milner by January 15th.

7. Follow-Up from Legislative Representatives November Report (Thompson)

The committee will revisit a discussion on the schedule and relevance of Legislative Rep. presentations.

8. Home Delivered Meals and To-Go Meals Report Out (Silverman)

Waitlist Totals:

Council on Aging: Home Delivered Meals = 137; Drive-Up Pick-Up Meals = 67
Petaluma People Services Center: Home Delivered Meals = 52



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

The AAA is reviewing the risk levels and locations of individuals on the waitlists, as well as the duration they remain on the waitlists. Providers and AAA staff have collaborated to develop and implement best practices.

Risk grading is determined individually by each service organization, as the CDA does not provide a standardized grading system. The Council on Aging assesses health and wellness risks in collaboration with a nurse but does not evaluate socioeconomic or demographic factors that might increase client risk.

Providers have identified the primary reason for waitlists as a lack of financial resources, with funding typically sourced from grants, fundraising, donations, and other local means. Major expenses for these programs include food costs, administrative costs, and oversight/management costs. The committee expressed interest in identifying ways to advocate for additional resources for these programs.

Service organizations offer alternative food resources for clients on waitlists. Additionally, 565-INFO assists clients in identifying other areas where they may need support. The Commission is concerned with understanding the broader issue of food insecurity in the county and the impact on individuals who may not qualify for services or are overlooked.

A longstanding issue predating the waitlists persists: clients living in rural areas outside service boundaries are denied services and are not included on waitlists.

9. Standing & Ad Hoc Committee Report (Thompson)

Standing Committee: No Wrong Door- Tabled

Ad Hoc Committee: Special Project- Discussed in earlier meeting topic

Ad Hoc Committee: Orientation and Onboarding- **Action**

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

Motion: Present to the full Commission the proposal to establish two Ad Hoc Committees:

- **Orientation and Onboarding**
- **Goals and Objectives for FY 25/26**

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



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

10. Commission Logo Project Update (Milner)

Four potential logos will be ready for presentation at the January commission meeting. Ideas for voting methods were discussed, and Cody Milner will prepare a voting template.

11. Aging & Disability Commission Agenda Review (Milner/Thompson)

- Add Election Action to agenda- Diane Spain, Commission Elected. Combine with the Commission Membership topic.
- Add update to Chair Updates for February Showcase information.
- Legislation Representative comments instead of a report.
- Include Brown Act update for virtual participation.

12. Adjourn (Thompson) (3:30PM)

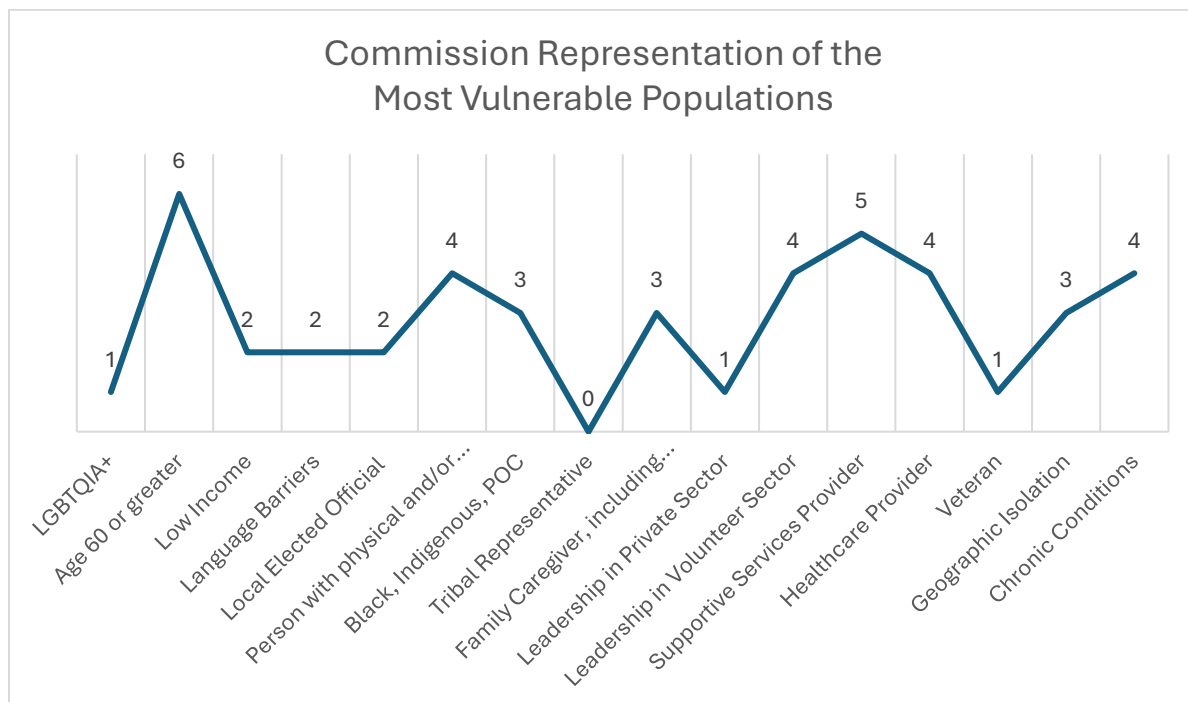
DRAFT

Sonoma County Aging & Disability Commission Demographic Comparison

Commission is composed of 50% older adults

Race	Sonoma County (AP) Percent of 60+	Commission
American Indian & Alaska Native	.6%	0
Asian	3.5%	6.67%
Black or African American	1.1%	0
Native Hawaiian and other Pacific Islander	.2%	0
White	86.3%	80%
Some Other Race	4.4%	0
Two or More Races	3.9%	6.67%
No Response	N/A	6.67%

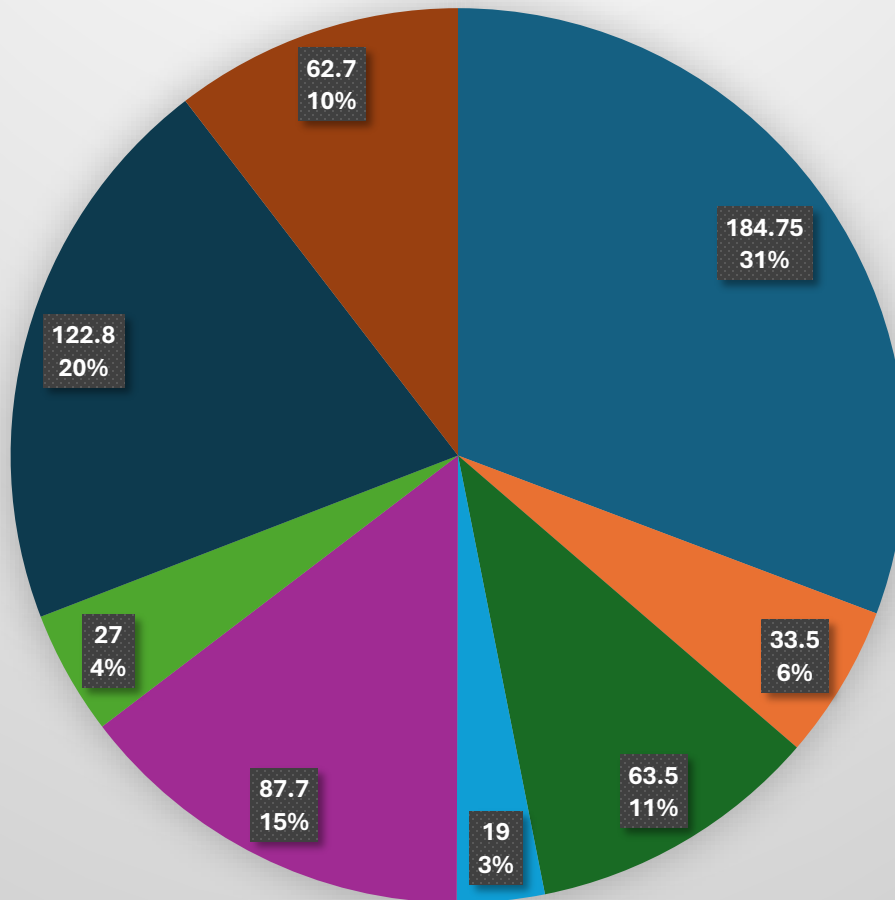
Sex	Sonoma County 60+	Commission
Female	54.6%	56.25%
Male	45.4%	43.75%



Sonoma County Aging & Disability Commission
FY 24/25 July 2024 – December 2024 Volunteer Hours

Aging and Adult Commission Meeting(s)	156.75
Ad Hoc Committee Meeting(s)	19.5
Executive Committee Meeting(s)	49.5
Standing Committee Meeting(s)	19
Planning Day Meeting	87.7
MPA Committee Meeting(s)	27
6.1: Outreach and Presentations to the Community	29.6
6.2: Conduct Focus Groups	8
6.3: Site Visits with relevant service provider	40.2
6.4: Report out to Commission regarding Community Meetings.	2
6.5: Invitation for Legislative Representatives to speak at a Commission meeting.	1.5
6.6: Invite representative of Municipal Older Adult Advisory to speak at a Commission meeting.	0
6.7: Attend and Report out on TACC Meeting	0
6.8: Invite Sonoma County's California Senior Legislative Representatives to speak at a Commission meeting	0
6.9: Biannual Report out to Sonoma County Board of Supervisors	31.5
Other Activities or Meeting(s)	42.7
Commission and Committee Meetings: 56	56
Recruitment, Training & Development: 3	3
Outreach, Community Engagement, Advocacy: 10	10
Local Master Plan for Aging: 17	17
Total Hours	600.95

Sonoma County Aging & Disability Commission FY 24/25 July 2024-December 2024 Volunteer Hours



- Aging and Adult Commission Meeting(s)
- Ad Hoc Committee Meeting(s)
- Executive Committee Meeting(s)
- Standing Committee Meeting(s)
- Planning Day Meeting
- MPA Committee Meeting(s)
- Area Plan Goals
- Other Activities

Commission Business Card Mockups

SONOMA
Aging & Disability Commission
COUNTY

AAA@schsd.org
(707) 565-5238
3725 Westwind Blvd,
Santa Rosa, CA 95403

OUR MISSION: To give voice to the diverse needs of Sonoma County's older adults, people with disabilities, & their caregivers. We advise the Board of Supervisors & county staff on aging, disability, & caregiver issues.

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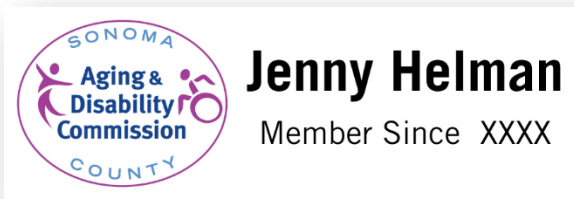
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Commission Business Card Mockups



**Back Side of Card with ADRH Information*

Commission Name Tag Mockups





The Commission's "Three Hats"

The **Sonoma County Aging & Disability Commission** gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers, advocating for services and supports that maintain people's dignity and independence.

The purpose and authority of the Commission are defined by legislation and regulations regarding its three roles as:

- ① Advisory body to the Board of Supervisors (BOS),
- ② Advisory council to the Area Agency on Aging (AAA), and
- ③ Advisory committee to the Aging & Disability Resource Hub (ADRH).

① Advisory body to the BOS

The Sonoma County Board of Supervisors (BOS) provides a forum for problem solving related to government agencies and processes, and ensures citizen participation in county governance.¹

The BOS may establish **community-based advisory bodies** to:

- Provide a public forum for discussion and
- Advise supervisors and other decision-makers on local issues.

In 1977, the BOS created the Sonoma County Commission on Aging, now called the Sonoma County Aging & Disability Commission, to advise supervisors on aging issues.

As a BOS advisory body, the Commission:

- **Reviews and assesses policy issues and funding allocations related to aging, disability, and caregiving and provides comment and recommendations to the BOS;**
- Serves to increase public access to the decision-making process, thereby expanding interest, participation in, and understanding of aging, disability, and caregiving issues;
- Holds regularly scheduled public meetings to better identify community points of view;
- Adopts an annual workplan with specified goals and objectives and submits biannual progress reports to the BOS.²

¹ <https://sonomacounty.ca.gov/administrative-support-and-fiscal-services/board-of-supervisors/about-the-board>

² Sonoma County BOS Resolution No. 89-2131, revised 7/27/2004.

② Advisory council to the AAA

In 1973, the Older Americans Act created **area agencies on aging** nationwide, to be administered by state units on aging. In California, area agencies are administered by the California Department of Aging (CDA). Locally, each Area Agency on Aging (AAA, pronounced “triple A”) coordinates the delivery of social and nutrition services to older adults (aged 60+), adults with disabilities, and family caregivers within a designated “planning and service area” (PSA).³ Each AAA is administered by either a nonprofit’s board of directors or a government entity’s elected officials. Sonoma County is PSA 27, overseen by the Board of Supervisors.

The AAA is tasked with developing and enhancing a **comprehensive and coordinated system of community-based services** to cover the different regions of Sonoma County. Services assist older individuals and family caregivers **to lead independent, meaningful, healthy, and dignified lives in their own homes and communities.**⁴

Social and nutritional services funded through the AAA include:

- Information & Assistance
- Case Management
- Legal Services
- Adult Day Programs
- Transportation
- Nutrition Programs (including home-delivered meals)
- Health Education
- Family Caregiver Support & Respite
- Long-Term Care Ombudsman
- Health Insurance Counseling & Advocacy Program (HICAP)
- Elder Abuse Prevention

Program eligibility is not income-based, however resources must be targeted to meet the needs of older individuals and family caregivers with the “**greatest economic need and greatest social need**, with particular attention to low-income minority individuals.”⁵ Greatest social need means the need caused by noneconomic factors, such as:

- Physical and mental disabilities;
- Language barriers;
- Cultural, social, or geographical isolation, including due to:
 - Racial or ethnic status;
 - Native American identity;
 - Religious affiliation;
 - Sexual orientation, gender identity, or sex characteristics;
 - HIV status;
 - Chronic conditions;
 - Housing instability, food insecurity, lack of access to reliable and clean water supply, lack of transportation, or utility assistance needs;
 - Interpersonal safety concerns;
 - Rural location; or
 - Any other status that:
 - Restricts the ability of an individual to perform normal or routine daily tasks; or
 - Threatens the capacity of the individual to live independently.⁶

³ California Code of Regulations, Title 22 § 7105.

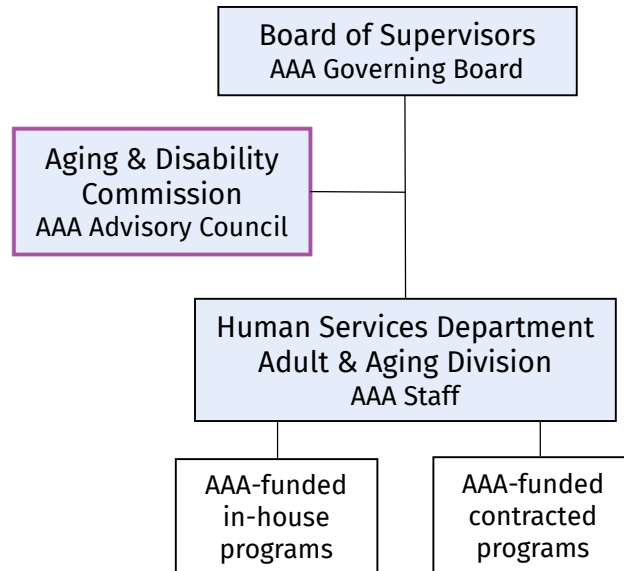
⁴ 45 CFR § 1321.55(a) and § 1321.61(a); California Welfare and Institutions Code § 9010 and § 9400(f).

⁵ 45 CFR § 1321.61(c).

⁶ 45 CFR § 1321.3; California Welfare and Institutions Code § 9015.

Every four years, AAA staff develop and implement an Area Plan, updated annually, that describes how services will be delivered. The plan considers available data and population trends, assesses the community’s needs for supportive and nutrition services, and identifies sources of funding.⁷

Each AAA is required to, “maintain a professional staff that is supplemented by volunteers, governed by a board of directors or elected officials, and whose **activities are reviewed by an advisory council consisting primarily of older individuals from the community.**”⁸ In Sonoma County, the Aging & Disability Commission serves as the advisory council for the AAA.



This simplified AAA organizational chart is based on a sample from the California Department on Aging.⁹ The BOS oversees the advisory council and county staff. AAA-funded services are provided in-house by Adult & Aging Division staff and through contracts with outside providers. The responsibilities of the governing board and the advisory council are distinct and do not overlap. A member of one may not be a member of the other.¹⁰

“The governing body
is responsible for making funding decisions
and other matters related [to] AAA leadership.
In contrast, **the advisory council is responsible for
providing local feedback from the community** to assist
the governing body’s leadership in developing, administering,
and operating the area plan
on aging.”¹¹

⁷ 42 USC 3026(a)

⁸ California Welfare and Institutions Code § 9400(c)

⁹ California Department of Aging, 2024-2028 Area Plan Guidance, Part II

¹⁰ 45 CFR § 1321.63(d)

¹¹ <https://www.federalregister.gov/d/2024-01913>

As the advisory council for the Sonoma County AAA, **the Aging & Disability Commission:**

- **Represents** the interests of Sonoma County’s older individuals and family caregivers.¹²
- **Provides advice and consultation** on community policies, programs, and actions affecting older individuals and family caregivers.¹³
- Supports efforts to develop and enhance a **system of services** that promote the health, independence, and dignity of older individuals and family caregivers.¹⁴
- Highlights the service needs of individuals with the **greatest economic or social need**.¹⁵
- Advises AAA staff on the **development and administration of the Area Plan**, including:
 - Conducting public hearings;
 - Ensuring the plan is available to older individuals family caregivers, service providers, and the general public;
 - Reviewing and commenting on the plan and updates before they are submitted to CDA.¹⁶

③ Advisory committee to the ADRH

Long-Term Services and Supports (LTSS) are paid and unpaid medical and personal care services that allow a person with a disability or chronic illness to live as independently as possible. LTSS may assist with Activities of Daily Living (ADLs) and/or Instrumental Activities of Daily Living (IADLs) such as:

- Eating
- Bathing
- Managing medication
- Grooming
- Walking
- Getting up and down from a seated position
- Using the toilet
- Preparing meals
- Driving
- Getting dressed
- Managing money
- Shopping
- Housework

Nationally, there is an effort to coordinate LTSS under a **“No Wrong Door” model**, meaning consumers and their families will find help no matter where they enter the system. In California, this coordination is conducted by local Aging and Disability Resource Connections (ADRCs), a partnership between an area’s Independent Living Center (ILC) and Area Agency on Aging (AAA).¹⁷ **Sonoma County’s ADRC is called the Aging and Disability Resource Hub (ADRH)**, and is operated by Disability Services and Legal Center (DSLCL) and the AAA. The mission of the ADRH is to provide equitable access to information, assistance, and supports needed to live as independently as possible at home.¹⁸

¹² 45 CFR § 1321.63(a); California Welfare and Institutions Code § 9005.

¹³ 45 CFR § 1321.63(a); California Welfare and Institutions Code § 9402.

¹⁴ 45 CFR § 1321.63(a).

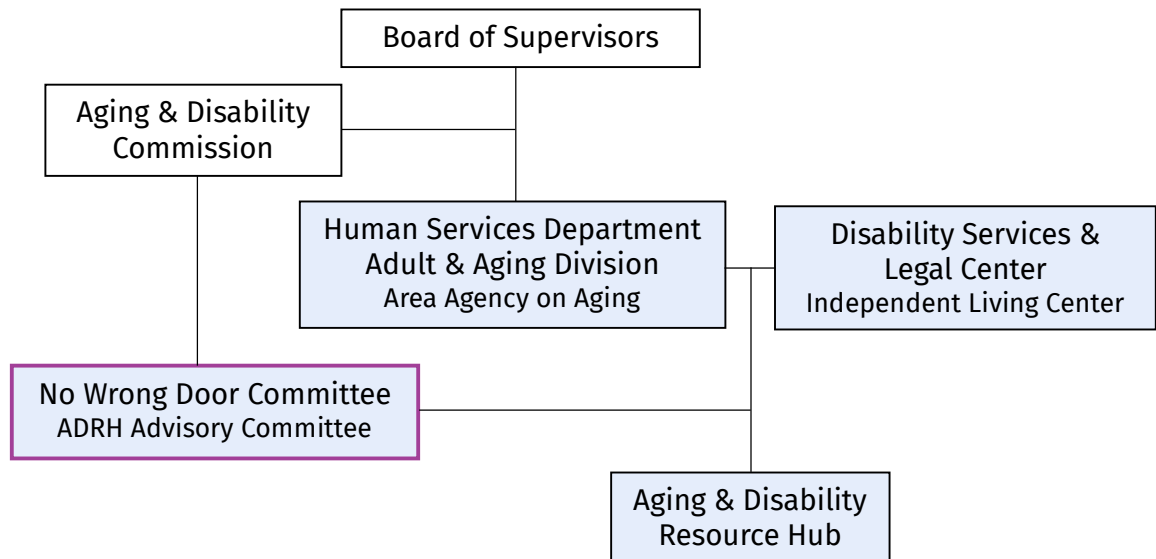
¹⁵ <https://www.federalregister.gov/d/2024-01913>

¹⁶ 42 USC 3026(a)(6)(D); 45 CFR § 1321.63(a) and (c); California Code of Regulations, Title 22 § 7300(e).

¹⁷ California Welfare and Institutions Code § 9120.

¹⁸ <https://www.socoadrh.org/>

ADRH staff are required to **convene an advisory committee to solicit recommendations from LTSS consumers** on program design, operation, and quality improvement. At least 20% of the members must be LTSS consumers or caregivers of LTSS consumers.¹⁹ The **No Wrong Door Committee**, a standing committee of the Aging & Disability Commission, serves as the ADRH advisory committee. Guided by the No Wrong Door model, the committee advises Hub staff and partners on **community awareness of and access to LTSS**.



The Commission’s “Three Hats”

The Aging and Disability Commission gives voice to the diverse needs of Sonoma County’s older adults, people with disabilities, and their caregivers. Advocacy for inclusive and responsive policies, programs, and community outreach includes:

- ① Advising the **Board of Supervisors** on aging, disability, and caregiver issues.
- ② Supporting the efforts of the **Area Agency on Aging** to:
 - Create and coordinate an accessible system of community based-services and
 - Target those with the greatest economic and social need.
- ③ Guiding the **Aging and Disability Resource Hub** from a community perspective.

Commission members are appointed by a county supervisor or elected by the Commission. The Commission is overseen by the Board of Supervisors and has no decision-making authority. Staff from the Human Services Department’s Adult & Aging Division provide support.

Commission deliberations and actions are taken at public meetings, with public comment welcome. Information is available at <https://sonomacounty.ca.gov/sonoma-seniors> or (707) 565-5238.

¹⁹ California ADRC Criteria, version 2.0, 2021 § 5.3

Acronyms

Government

A&A	Adult & Aging Division (within Human Services Department)
AAA	Area Agency on Aging (“triple-A”)
ACL	Administration for Community Living
ADRC	Aging & Disability Resource Connection (a model)
ADRH	Aging & Disability Resource Hub (Sonoma County’s ADRC)
ADRU	Aging & Disability Resource Unit
AoA	Administration on Aging (within the ACL)
APS	Adult Protective Services
C4A	California Association of Area Agencies on Aging
CDA	California Department of Aging
CSL	California Senior Legislature
DHS	Department of Health Services (Sonoma County)
HCBS	Home and Community-Based Services
HSD	Human Services Department (Sonoma County)
I&A	Information and Assistance (aka 565-INFO)
IHSS	In-Home Supportive Services
OAA	Older Americans Act
OCA	Older Californians Act
TACC	Triple-A Council of California

AAA Title III Funding Streams

III B	Supportive Services
III C1	Congregate Nutrition
III C2	Home-Delivered Nutrition (aka “meals on wheels,” MOW)
III D	Disease Prevention and Health Promotion
III E	Family Caregiver Support Program (FCSP)

Community Partners

COA	Council on Aging
DSLCL	Disability Services & Legal Center (an Independent Living Center, ILC)
HICAP	Health Insurance Counseling and Advocacy Program (operated by SAS)
PACE	Program of All-Inclusive Care for the Elderly
PPSC	Petaluma People Services Center
RCRC	Redwood Caregiver Resource Center
SAS	Senior Advocacy Services
WCCS	West County Community Services

Other Terms

ADLs	Activities of Daily Living
AHCD	Advance Healthcare Directive
AP	Area Plan (written and administered by the AAA)
DME	Durable Medical Equipment
DUPU	Drive-Up, Pick-Up Nutrition Program
IADLs	Instrumental Activities of Daily Living
LTSS	Long-Term Services and Supports
MPA	Master Plan for Aging (the state has one; Sonoma County has one)
PSA	Planning and Service Area (served by a AAA)
RCFE	Residential Care Facility for the Elderly (aka assisted living)
SNF	Skilled Nursing Facility



SONOMA COUNTY AGING & DISABILITY COMMISSION

Commission Meeting

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

Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County’s older adults, people with disabilities, and their caregivers. | Helman |
| 1:00 | 2. Approval of the 01.15.2025 Commission Meeting Minutes

<i>The Commission will review the meeting minutes and may approve them as presented or with modifications.</i> | Helman |
| 1:05 | 3. Chair Updates

<i>The Chair will provide updates on relevant matters for the Commission, including recent developments or upcoming events.</i> <ul style="list-style-type: none"> • New Aging & Disability Commission Applicant – Action

<i>Review and possible approval of an application for a new commission member.</i> • Letter of Support for Beth Steffy – Action | Helman |
| 1:10 | 4. February Showcase on Case Management

<i>Commission discussion on February’s showcase focus on Case Management Services.</i> | Helman |
| 1:55 | 5. Public Comment and Commission Member Open Forum | Public |

The public may address the Commission on items not listed on the agenda. Public comment will be limited to three (3) minutes per speaker. Note: The Commission cannot take action on items not on the agenda.

2:00 ** BREAK**

2:05 6. Director/Staff updates

- Director Update

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

- MPA Update

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

- Membership Demographic

In order to ensure that the membership of the Commission is representative and inclusive of the community's demographics, the Commission will review and approve a Commission Member Demographic Survey. This survey will collect key demographic information (e.g., age, gender, ethnicity, and other relevant categories) to ensure that the Commission reflects the diversity of the population it serves.

- AAA Contract Monitoring

Provide an update on the Commission sign-up sheet for site visits and review Commission participation guidelines and expectations.

2:20 7. FY 25/26 Area Plan Goals and Updates for March Public Hearing

Discuss and clarify procedures for bringing FY 25/26 Area Plan Goals and Updates to the March Public Hearing

2:35 8. Triple A Council of California (TACC) Report

Report out by a Commission Member on the TACC report.

2:45 9. Standing & Ad Hoc Committee Report

- Standing Committee: No Wrong Door
- Ad Hoc Committee: Special Projects - Action

Dunaway,
Milner,
Huntsperger

Helman

Kelley

Helman

- Ad Hoc Committee: Orientation and Onboarding
- Ad Hoc Committee: Goals and Objectives for FY 25/26
- Ad Hoc Committee: FY 25/16 Area Plan Goals Presentation/Focus Group Development – Action

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 11. Adjourn

Helman

Attachments

Minutes (01.15.2025), Commission Members Demographics, and Commission Members FY 24/25 Q1 & Q2 Volunteer Hours

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.

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, March 11, 2025, 11:00 AM – 12:30 PM
- Commission Meeting: Wednesday, March 19, 2025, 1:00 PM – 3:00 PM
 - Public Hearing for 2024-2028 Area Plan Update: Year 1