



# PSA 2 Area Agency on Aging

## Meeting of the PSA 2 AAA EXECUTIVE BOARD

Monday, September 19, 2016, 10:30 a.m.

Mountain Senior Center

20635 Roff Way

Burney, CA

Serving

Seniors

In

Lassen,

Modoc,

Shasta,

Siskiyou,

&

Trinity

Counties

Les Baugh  
Chairman,  
PSA 2 Executive Board

Peggy Wood  
Chairman,  
PSA 2 Advisory Council

Teri Gabriel  
Executive Director,  
PSA 2 AAA

### AGENDA

(Items may not be heard in the order posted)

1. **Call to Order** (Executive Board Chairman, Les Baugh)
2. **Roll Call** (Establishment of a quorum / Introductions & Welcomes)
3. **Approval of Agenda\*** (Changes, additions and/or deletions)
4. **Approval of Consent Agenda\*** (Topics in this category may be voted on in a block as one item)
  - a. Minutes of the Executive Board Meeting (July 18, 2016)
  - b. Director's Administrative Report (July & August, 2016)
  - c. Financial Package & Check Register (July & August, 2016)
5. **Executive Board's Report**
6. **Advisory Council Report** – Advisory Council Chairman, Peggy Wood
  - Report on Advisory Council Activities
  - Physical Activity Questionnaire Discussion
  - FY 15/16 Advisory Council Attendance Roster
7. **Executive Director's Report** – Executive Director, Teri Gabriel
  - a. Update on FY 2016-2020 Area Plan Process
  - b. Update on Direct Information & Assistance Program Services
  - c. HICAP Program Report
  - d. Ombudsman Program Report
  - e. Other

8. **Continued Discussion on CDA Audit Determination – FY July 1, 2008 – June 30, 2013**
9. **Continued Discussion on Plans for AAA Budget Workshop**
10. **Closed Session: Executive Director’s Annual Performance Evaluation (Per Government Code §54957(b))\***
11. **Announcement of Executive Director’s Annual Performance Evaluation**
12. **New Business:**  
Next Meeting – October 17, 2016 – Susanville, Lassen County
13. **Old Business:**
14. **Correspondence:**  
**Incoming –**  
  
**Outgoing –** Letter to California Department of Aging dated 7/21/16  
Letter to California Department of Aging dated 8/9/16
15. **Adjournment**

**\*Indicates Possible Board Action**

**Attachments:**

- Executive Board Meeting Minutes (July 18, 2016)
- Director’s Administrative Report (July & August, 2016)
- Financial Package & Check Register (July & August, 2016)
- Letter to California Department of Aging (July 21, 2016)
- Letter to California Department of Aging (August 9, 2016)
- Employee Performance Review Form

**NOTE: WHILE THIS MEETING IS ANTICIPATED TO ADJOURN BY 12:30, MEMBERS MAY CHOOSE TO BRING A LUNCH**