



**Approved Minutes of the
Collaborative Virtual Meeting
of the PSA 2 Area Agency on Aging
Executive Board and Advisory Council**

June 17, 2024

1. Call to Order & Flag Salute

The Executive Board Virtual Meeting was called to order by Supervisor Jill Cox, Chairman, at 10:00 a.m.

2. Roll Call

Executive Board Members Present:

Supervisor Gary Bridges, Supervisor Tom Neely (Alt.), Supervisor Shane Starr, Roberta Hohman, Supervisor Mary Rickert, Marie Ingram, Supervisor Ed Valenzuela (alt.), Supervisor Jill Cox, and Supervisor Ric Leutwyler. A quorum was established.

Executive Board Members Absent:

Kay White, Supervisor Elizabeth Cavasso (Alt.), Supervisor Tim Garman, Supervisor Patrick Jones (Alt.), and Supervisor Nancy Ogren.

Advisory Council Members Present:

Sharon Howard, Angela Reed, Clinton Davis, Tiffany Gwinn, Staci Wadley, Maggie McNamara, Marianne Seifert, Nancy Quirus, Michelle Harris, and Michael Cottone.

Advisory Council Members Absent:

Justin Cadili (Ex.), Tina Kennemore (Ex.), Debbie Mason (Ex.), Lydia Gil (Unexcused), and Linda Smith (Unexcused).

Guests Present:

Cheryl Rushton, PSA 2 Program Coordinator; Andrea Sutton, PSA 2 Fiscal Manager; and Pam Smith-Jimison, HICAP Program Manager.

3. Approval of Agenda*

MSP: Supervisor Bridges motioned for the approval of the agenda, seconded by Supervisor Valenzuela, all aye, motion carried.

4. Approval of Consent Agenda*

MSP: Marie Ingram motioned for approval of the Consent Agenda, seconded by Supervisor Starr, all aye, motion carried.

5. Approval of Advisory Council Virtual Meeting Minutes - (May 31, 2024)

MSP: Nancy Quirus motioned for approval of Advisory Council Virtual Meeting Minutes - (May 31, 2024), seconded by Marianne Seifert, all aye, motion carried.

6. Advisory Council Election of Officers*

Director Gabriel explained the Advisory Council Nomination and Election of Officers process for this virtual meeting. Advisory Council Chairman, Nancy Quirus, thanked the officer nominees for their willingness to fill the Chairman, Vice-Chairman and Secretary positions as well as the Nominating Committee for their assistance with the election process. Following the virtual election process, Director Gabriel announced that there was a tie for the Chairman seat; Staci Wadley was elected Vice-Chairman; and Michelle Harris was elected Secretary. Director Gabriel suggested the Advisory Council approve the Vice-Chairman and Secretary positions and the Chairman runoff election between Sharon Howard and Mike Cottone can take place during the Advisory Council's July meeting.

MSP: Marianne Seifert motioned for approval of the Advisory Council Election of Officers – Staci Wadley, Vice-Chairman and Michelle Harris, Secretary, seconded by Sharon Howard, all aye, motion carried.

7. Open Session

No comments.

8. Executive Board's Report

No report.

9. Advisory Council Report – Nancy Quirus, Advisory Council Chairman

Nancy Quirus shared that the yearend report will be addressed later in the meeting which is a compilation of the Advisory Council's efforts toward PSA 2's goals and objectives. The wish of the Advisory Council is to have a full council moving into the next fiscal year. Three outstanding vacancies remain in Modoc, Siskiyou, and Trinity Counties. Director Gabriel reported that an application has been received from a Trinity County interested party referred by Supvr. Jill Cox. Further, Director Gabriel conversed with a qualified individual in Siskiyou Co. recommended by Supvr. Nancy Ogren. An application was provided to that individual. Nancy commended Mike Cottone, Advisory Council Secretary, for his contributions toward the year end report.

10. Executive Director's Report –Teri Gabriel, Executive Director

a. Update on Program Transitions and On-Boarding New Service Providers

Director Gabriel reported that activity has been taking place to prepare new service providers to offer existing programs and preparing existing service providers to offer new programs in the PSA 2 region. PSA 2 staff met with Redding Area Bus Authority's Transit Manager to prepare for their transportation service for older adults in Shasta Co. as well as discuss the program, data and fiscal reporting process. A meeting also took place with Dignity Health Connected Living staff to prepare for the Linkages and Alzheimer's Day Care Resource Center funded by the CA Department of Aging's Modernizing Older Californians Act (MOCA). Since the nutrition funding included in the MOCA funding is at risk of being cut by the Governor, CDA suggested contracts for MOCA services be withheld until more information is available from the state. Although Supportive Services funding offered through the MOCA funding is not threatened, CDA's uncertainty with the MOCA funding suggested it would be best to withhold all service provider contracts at this time. In the meantime, later in the agenda, Director Gabriel has requested the Executive Board's approval to sign the MOCA funding contract with Dignity Health Connected Living once the availability of the funding has been confirmed. Director Gabriel also reported that efforts have been made with Lumberjacks Restaurant to prepare them for carrying on with the nutrition program in Susanville. Lumberjacks Restaurant has since declined PSA 2's nutrition contract which will be addressed later in the meeting.

b. Update on Annual Program and Fiscal Monitoring Process

Director Gabriel reported that the program and fiscal monitoring of contracted nutrition programs is taking place remotely this again year. Virtual program monitoring remains allowable for nutrition programs as long as Registered Dieticians continue to evaluate the nutrition programs onsite throughout the year. Fiscal monitoring can continue to be conducted via desktop review of a completed fiscal monitoring tool and supporting documentation provided by the service provider. Great Northern Services requested on-site monitoring this year to allow for tech support training for their new Program Coordinator. Dignity Health Connected Living's program monitoring will also be conducted on-site in Redding. All required monitoring will be completed by June 30th.

c. Master Plan for Aging Initiatives

Director Gabriel reported that the CA Association of Area Agencies on Aging (C4A) activity continues related to Senate Bill 1249 which allow counties to apply for direct Area Agency on Aging (AAA) services. C4A suggested revised language to the bill and will be meeting later in the week to review and determine their position on that language. Multi-county AAAs continue to express concern over the dismantling of their AAA structure as it took many years of litigation to develop.

d. Other Agency Activity

Director Gabriel reported that Senior Farmer's Market Coupon Booklets are once again being distributed through nutrition service providers as they work directly with eligible nutritionally at-risk seniors. Fewer coupon booklets were made available to AAAs statewide. Changes to the Senior Farmer's Market Coupon program are forthcoming next year. Rather than distribute coupon booklets, a swipe card will be available to eligible seniors. Farmer's Market vendors will be required to have equipment available to swipe the dollar value from the card.

Advisory Council member Michelle Harris added that advocacy is taking place in support of the challenges this change will pose on rural farmer's market vendors and participating seniors related to the technology and bandwidth needed for the program's new approach. Challenges continue with the actual redemption of the farmer's market coupons which also affects the number of booklets being offered in subsequent years. In response to Chairman Cox's concern about the technology needed to support the program transition, Director Gabriel explained that a square or tablet would be necessary to add the dollar value to the swipe cards and local farmers participating in the program would need similar technology to redeem the value from the card. Details on the type of equipment needed are still in the works and are not yet available. The timeline to initiate the new approach to the program is set for next year.

11. Approval of Proclamation for June 2024 as Elder Abuse Awareness Month*

Director Gabriel explained that June is recognized annually as Elder Abuse Awareness Month. The Ombudsman Program, county Adult Protective Services staff and community partners work together to raise awareness and prevention of Elder Abuse in our 5 counties. The Ombudsman Program Manager has been distributing and displaying elder abuse awareness banners, flags, and lawn signs throughout the region. Shasta Co. partners have taken on the task to raise awareness by hosting multiple community events related elder abuse prevention such as lighting the Sundial bridge purple, and a Senior Safety event. Director Gabriel then listed the different types of elder abuse – self-neglect, physical abuse, neglect by others, sexual abuse, financial abuse, mental abuse, and verbal abuse. Each county's Adult Protective Services and the PSA 2 Ombudsman Program respond to reports of elder abuse either in their communities or in a long-term care facility.

MSP: Sharon Howard moved to Approval of Proclamation for June 2024 as Elder Abuse Awareness Month, seconded by Marie Ingram, all aye, motion carried.

12. Elder Abuse Awareness Month Report from PSA 2 Ombudsman Program

In the absence of the PSA 2 Ombudsman Program Manager, Director Gabriel briefly reviewed the power point presentation provided by Jerry Kirouac, Program Manager. Director Gabriel read from the slides focused on the responsibilities of the Ombudsman Program and the number of calls the Ombudsman Program received last year. Of the 1,864 calls, 233 were serious cases which involved physical, emotional, sexual, or financial abuse, while 1,465 cases required an Ombudsman to be on-site to respond to the complaint. Reports from the

Ombudsman Program verify that facilities in all 5 counties are being served by the program. Director Gabriel continued by reporting the number of confirmed elder abuse cases addressed in each county's Adult Protective Services: Lassen Co.- 209; Modoc Co.- 54; Shasta Co.- 3,550; Siskiyou Co.- 648; and Trinity Co. – 188 in 2023. The Ombudsman Program's power point will be shared after the meeting which includes more information on the efforts of that program. PSA 2's Program Coordinator shared that California ranks the highest in the number of elder abuse cases nationally – 30% higher than the next highest ranking state which is Florida. Discussion continued regarding opportunities available for more elder abuse awareness and mandated reporter trainings in the community.

13. Advisory Council FY 2023/2024 Year End Activity Report

Advisory Council Secretary, Mike Cottone, explained the purpose of the Advisory Council yearend report which basically summarizes the activities of the Advisory Council members towards the goals and objectives in the Area Plan: Goal 2 – Educate and Advocate and Goal 3 - Transportation. Mike further explained the activity reporting process by the council members. Director Gabriel introduced Advisory Council members Sharon Howard, Staci Wadley and Michelle Harris who presented on the activities of the council over the past year. An overview was provided on the purpose and composition of the Advisory Council. Sharon reviewed the pie chart in the presentation which indicated the number of hours Advisory Council members spent on Goal 2 objectives – including CA Senior Legislature activity, community outreach efforts, elder abuse prevention/awareness efforts, the Advisory Council News Brief, mental health services for older adults, Alzheimer's Disease and Dementia Awareness efforts, end-of-life planning and education, nutrition education and advocacy including food insecurity of older adults, fall prevention education, estate planning and advance healthcare directives, disaster preparedness materials distribution and local disaster preparedness meeting attendance. Staci Wadley summarized Advisory Council activity related to Goal 3 – Transportation over the past year. Staci addressed the pie chart and the activities including lobbying on transportation issues, participation in CalACT transportation meetings, advocacy and education with local stakeholders on transportation issues, identifying local resources for transportation services in the community for older and disabled adults, and participation in local and statewide transportation committees. Michelle Harris concluded the Advisory Council's yearend report by summarizing additional activity of the council including participation in the Triple A Council of CA (TACC), as well as activities planned for the next year. Future efforts include increasing caregiver support, increasing participation in TACC meetings, filling Advisory Council member vacancies, and promoting food and nutrition security. Sharon concluded the discussion by advocating for continued funding to support the intense need for older and disabled adult services in rural counties. Supervisor Neely expressed his appreciation and support of the CSL members to advocate on behalf of our rural communities. Director Gabriel thanked the Advisory Council members for providing a beautiful report of their activities in the past year.

14. Advisory Council Member Appreciation – Supvr. Jill Cox, Executive Board Chairman

Chairman Cox expressed her appreciation for the Advisory Council and the lifeline they provide for the success of the AAA. The attention the council brings to the unmet needs of the older and disabled adults in the PSA 2 region is commended. With heartfelt thanks, Chairman Cox expressed her appreciation of the hours the Advisory Council spent in support of the goals and objectives and addressed the Certificates of Appreciation provided to each member for their service on the Advisory Council.

15. Approval to Authorize Executive Director to Sign FY 2024/2025 Modernizing Older Californians Act (MOCA) Service Provider Contract & Related Amendments with Dignity Health Connected Living*

Director Gabriel requested the Executive Board's approval for her to sign the Modernizing Older Californians Act service provider contracts once it is known how the funding will play out with the state. To review, the MOCA funding was awarded to Dignity Health Connected Living to provide the Linkages Program – a case management program for older adults; the Alzheimer's Day Care Resource Center – a daycare / respite type service for those suffering from Alzheimer's Disease and other Dementias. The Congregate Meal and Home Delivered Meal program funding remains in question with the potential of funding cuts by the state. Upon inquiry, Director Gabriel reported that CDA expects to know the status of the MOCA funding within the next two weeks when the state budget is finalized for the next fiscal year.

MSP: Supervisor Valenzuela moved to authorize the Executive Director to Sign the FY 2024/2025 Modernizing Older Californians Act (MOCA) Service Provider Contract & Related Amendments with Dignity Health Connected Living, seconded by Supervisor Rickert, all aye, motion carried.

16. Approval to Accept the Letter from Lumberjacks Restaurant Declining PSA 2 AAA Nutrition Program Funding for the 2024-2028 Funding Cycle*

Director Gabriel referred to the letter in the meeting packet indicating that Lumberjacks Restaurant has declined the contract with PSA 2 AAA to receive C-1 Congregate Meal and C-2 Home Delivered Meal program funding as awarded in the 2024-2028 Request for Proposal process. The AAA is working with CDA and Lassen Co. Health and Human Services to establish a plan for next steps for the nutrition program in Lassen Co.

MSP: Supervisor Bridges moved to accept the Letter from Lumberjacks Restaurant Declining PSA 2 AAA Nutrition Program Funding for the 2024-2028 Funding Cycle, seconded by Marie Ingram, all aye, motion carried.

17. Approval to Extend Direct Nutrition Services through the Dine Around Town Senior Nutrition Program with COVID-19 Relief Funding until September 30, 2024*

Director Gabriel explained that due to the timing in receiving the letter from Lumberjacks Restaurant to decline PSA 2 AAA's nutrition funding contract, the current agreement to work with Lumberjacks Restaurant to provide Dine Around Town meals expires on June 30, 2024. For the purpose of avoiding a disruption in meal services while an alternate meal plan can be developed, the AAA is requesting the use of COVID relief funding, which includes American Rescue Plan Act and Older Americans Recovery and Resilience Act funding, to continue supporting the Dine Around Town senior nutrition program until the funding expires on September 30, 2024. Director Gabriel also explained that the use of COVID relief funding was necessary since PSA 2 indicated in the 2024-2028 Area Plan that it would not be providing direct nutrition services in the next fiscal year. Further, the Administrative Budget approved by the board last month did not include a Program Coordinator to support the Dine Around Town program into the next fiscal year. Conversations with CDA have included the option to sign an agreement with Lassen Co. Health and Human Services to run the administrative operations of the nutrition program; however, Lassen Co. would still rely on a restaurant (for-profit organization) to prepare the meals which can be complicated. With that scenario, the need remains to conduct an Invitation for Bid process to offer the opportunity for

other restaurants to participate in the program. The concern is that the process with Lassen Co. may exceed the September 30th funding deadline which could pose an interruption in nutrition program services. Director Gabriel announced that Dignity Health Connected Living has expressed interest in providing nutrition services in Lassen Co. A conversation with Dignity Health Connected Living staff and Lassen Co. Supervisors/Executive Board members could be arranged to learn more about this option. Supervisor Bridges noted that after attending the Public Hearing in Redding, he and Supervisor Neely went on a tour of the kitchen at DHCL. They agree that this could be an option for the Lassen Co. nutrition program. Director Gabriel explained the meal preparation service used by DHCL known as Trio which may also be available to Lassen Co. through Reno. Adjustments to the current program menu are planned to help reduce sodium levels as well as addressing the cost per meal through the restaurant which currently includes tax and tip.

MSP: Supervisor Bridges moved to approve an Extension of Direct Nutrition Services through the Dine Around Town Senior Nutrition Program with COVID-19 Relief Funding until September 30, 2024, seconded by Supervisor Starr, all aye, motion carried.

18. New Business:

- Next Scheduled Executive Board Virtual Meeting – Monday, July 15, 2024
- Next Scheduled Advisory Council Virtual Meeting – Friday, July 26, 2024

19. Old Business:

- Update on Dine Around Town Missing Vouchers
Supervisor Bridges reported that Doug LaMalfa's office indicated that locating the missing vouchers (in the mail system) would be like looking for a needle in a haystack. Supervisor Bridges remains hopeful the vouchers will be found in consideration of their value. While the vouchers were served and the vouchers mailed (to PSA 2), the agreement requires copies of the vouchers to be presented for payment which makes the situation a wash.

20. Correspondence:

- Incoming – Letter from Weaverville Church of the Nazarene
The Church of the Nazarene has terminated its agreement to host the meal program in Trinity Co.
- Outgoing – Letter from PSA 2 AAA to Weaverville Church of the Nazarene
An outgoing letter accepting the agreement termination from Church of the Nazarene was addressed. Chairman Cox continues to work to identify an alternate location for the meal program. Director Gabriel added the Dignity Health Connected Living is close to securing a location for the nutrition program.

21. Adjournment:

The PSA 2 Executive Board Virtual Meeting was adjourned at 11:33 a.m.

Respectfully submitted,

Teri Gabriel,
Executive Director

Executive Board Meeting
06.17.2024

4a

H:\ALL\Executive Board\Executive Board Agendas & Minutes\Board Packets\2425 Packets\July 2024\Collaborative Virtual Meeting
Minutes 06.17.2024.docx