



# PSA 2 Area Agency on Aging

## Meeting of the PSA 2 AAA EXECUTIVE BOARD

Monday, October 17, 2016, 10:30 a.m.

**The Monticola Club**  
**140 South Lassen Street**  
**Susanville, 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 (September 19, 2016)
  - b. Director's Administrative Report (September, 2016)
  - c. Financial Package & Check Register (September, 2016)
5. **Executive Board's Report** – Board Members Service Recognition
6. **Advisory Council Report** – Advisory Council Chairman, Peggy Wood
  - Report on Advisory Council Activities
  - Follow Up Discussion on Physical Activity Questionnaire
7. **Executive Director's Report** – Executive Director, Teri Gabriel
  - a. Status of FY 2016-2020 Area Plan Approval Process
  - b. Update on Direct Information & Assistance Program Services
  - c. Nutrition Provider Meeting Outcome
  - d. Other Agency Activity

8. Update on CDA Audit Determination Response – FY July 1, 2008 – June 30, 2013
9. Update on Plans for AAA Budget Workshop – November 7, 2016, Redding
10. Approval of FY 15/16 HICAP Financial Closeout Report\*
11. Approval of FY 15/16 Area Plan Financial Closeout Report\*
12. Approval of CalCard Statement Review Assignment\*
13. New Business:
14. Old Business:
15. Correspondence:
  - Incoming –
  - Outgoing – Letter to California Department of Aging dated 9/20/16
15. Adjournment

**\*Indicates Possible Board Action**

**Attachments:**

- Executive Board Meeting Minutes (September 19, 2016)
- Director's Administrative Report (September, 2016)
- Financial Package & Check Register (September, 2016)
- Letter to California Department of Aging (September 20, 2016)
- FY 15/16 HICAP Financial Closeout Report
- FY 15/16 Area Plan Financial Closeout Report
- APPENDIX D - CalCard Use Procedures

**NOTE:** WHILE THIS MEETING IS ANTICIPATED TO ADJOURN BY 12:30,  
MEMBERS MAY CHOOSE TO BRING A LUNCH  
or **DINE AT LASSEN SENIOR SERVICES**  
following the meeting.