

**PSA 2 Area Agency on Aging  
Virtual Advisory Council Meeting**  
Friday, November 20, 2020  
10:00 AM

**MINUTES**

**A. Call to order and Flag Salute**

Meeting called to order at 10:01 AM.

**B. Roll Call (Establishment of a quorum)**

Teri Gabriel	PSA2	Present
Vacant	Lassen	-----
Lindsay Ritchie	Lassen	Present
Vacant	Lassen	-----
Kay White	Lassen	Present
Marcia Anderson	Modoc	Present
Clinton Davis	Modoc	Excused
Debbie Mason	Modoc	Present
Vacant	Modoc	-----
Vacant	Shasta	-----
Richard Kern	Shasta	Present
Nancy Quirus	Shasta	Present
Staci Wadley	Shasta	Present
Heather Solus	Siskiyou	Present
Kenneth Ryan	Siskiyou	Absent
John Dell'Amico	Siskiyou	Present
Lydia Gil	Siskiyou	Absent
Michael Cottone	Trinity	Present
Vacant	Trinity	-----
Kit Porritt	Trinity	Present
Vacant	Trinity	-----

Quorum Established.

**C. Introduction of guests**

Shah'ada Shaban Anderson, Legal Services of Northern California  
Allison Hansen, Shasta County Public Health  
Cheyrl Rushton, PSA2 AAA

**D. Approval of Agenda (Changes, additions or deletions)**

M/ John Dell'Amico  
S/ Kit Porritt  
Approved.

**E. Approval of Meeting Minutes – October 30, 2020**

Page 5 - Director's Report – 'service provider' should be 'nutrition service provider'

Page 5 - Update on Community Education Events – 'In Shasta, coordinated with Compass Shining Care for an even there.' Should be 'In Shasta, coordinated with Compass Shining Care for an event there.'

M/ John Dell'Amico

S/ Kit Porritt

Approved with corrections.

**F. Open Session / Announcements**

(Opportunity to hear comments from the community and for announcements)

Modoc – Tule Lake Resource Center has confirmed that they are still distributing fresh produce at the Friday drive-thru and will continue through Thanksgiving, Christmas Eve, and New Year's Eve.

John Dell'Amico – We have been having mass at St. Anthony's Church Monday through Friday. There was an edict by the Governor of California that we not have mass. We have temperatures taken, wear masks, and abide by social distancing. Governor has stipulated that mass be held outside, which is impractical for the North counties. This is in place until December 2<sup>nd</sup>.

Shasta – Staci – We are having our Redding commodities distribution tomorrow from 9:00AM – 11:00AM.

John Dell'Amico – Is the distribution on at the church today? Heather – Not today, it will be Wednesday, November 25th. It is always on a Wednesday.

Kit Porritt – Still working on the report on the village movement. I will have it ready for our next meeting and will send it out via email. Nancy – Will there be discussion on this? Teri – Once Kit is ready, we can add it to the agenda. Village structures in rural areas are different than in urban areas. Thirty percent of those villages are from rural areas in places like Ohio. They want to help other villages grow, and the San Francisco village wants to help other villages. 75% of requests for help are for transportation, which made me think that this is something that could work for us. Redding would be the easiest place to develop it, because you don't have the mountain passes. They have things like yoga classes online, other classes online, on Zoom. All he members share. Want to be sure that I know more about how to become a village. A couple years ago I found out that it is \$400 for 6 months membership to develop the village. It probably has changed over the last few years. We have been struggling with doing any kind of fundraising. Could we do a north state village combined region and use that to go after large grants?

**G. Presentation on Estate Planning – Shah’ada Shaban Anderson, Legal Services of Northern California**

We are non-profit law office based in Sacramento. We have 8 regional offices. The office I work in is in Redding in Shasta County, and serves Shasta, Siskiyou, Modoc, Lassen, and Tehama Counties. Our Humboldt office serves Trinity County residents.

We serve persons 60 and older with no income limit. If under 60, we follow federal poverty limit guidelines. We never charge for our services. Our organization is working from home at this time.

We provide legal advice, assistance, etc. including on housing issues, public benefit programs (food stamps, SSI, Social Security, Medi-Cal, Medicare). Not with applying for benefits, but for issues, unemployment, probate guardianship, estate planning. We work on civil, not criminal matters.

We are focused on serving those who cannot access legal services through the private bar. We focus on individuals who do not have other resources and who are vulnerable. Teri has our booklet. I am more than happy to send hard copies of any of our flyers, including our estate planning booklet.

I often get calls from family members who are concerned about a parent or other relative, or a caregiver who cares for someone with diminished capacity, and they are trying to facilitate communicating with other agencies, doctor, financial institutions. That can be problematic. I always encourage people to start the estate planning process as soon as possible. Estate Planning does not have to be scary. It can be simple. As we accrue more property or wealth, or our lives become more complicated, having a solid foundation from the beginning is great.

The client is the person who needs an estate planning document for themselves. Not the caregiver, child, etc. I have to assess whether there is any conflict. I will speak privately to the person who needs the assistance. I must keep all information confidential unless I have express permission to share the information. Some people will say “I need to be there because my mother will not understand or remember what she needs to ask for...” If I have to assess that an individual does not have legal capacity, then I would not be able to assist them.

An Advance Health Care Directive is the most important planning document that a person can prepare. When an individual prepares a directive, they are explaining who they want to make medical decisions on their behalf. They can name an individual, as well as alternates. They can also designate persons that they do not want making decisions. All of these documents can be changed or revoked as necessary. I use a form that I created that follows statutory requirements. You can also authorize someone to access your health records.

An Advance Health Care Directive is sometimes confused with a Physician’s Orders for Life Sustaining Treatment (POLST) form, also known as a Do Not Resuscitate (DNR) form. It is important that both are prepared. An Advance

Health Care Directive has far more information and is not limited to emergency, end-of-life decisions. They can nominate a conservator in the event there was a judicial order for someone to manage all aspects of their life. They can designate information about organ donation or any other end-of-life wishes.

An Advance Health Care Directive needs to be notarized or witnessed by two parties who are not part of the decision making, and who are not going to be directly impacted by the incapacitation or death of the person. I encourage notarization because then there is no question. Copies of the AHCD should be given to their health care providers, agent. I recommend putting a post-it note on the front upper corner of the document with a list of the names of persons who have received a copy of the document so that if the Advance Health Care Directive is changed, those persons can be provided with a copy of the new directive. There is also some immunity from liability for people who rely on these documents.

Nancy – Is the AHCD standardized enough that one can use it for someone who is out of state? Shah'ada – Some of them do. The Five Wishes document does cover some other states. Our office uses a California statutory directive because it is based on California law.

Marcia – Does the notary have to be a California notary? Shah'ada – Yes. A notary from out of state must use the proper acknowledgement for their state. The notary should know those laws. Marcia - Some states allow for virtual notarization. Does California allow this? Shah'ada – I am happy to look into that.

### Financial Power of Attorney

A lot of people believe that a health care and financial power of attorney are one and the same, and that the documents last beyond the life of the individual. A financial power of attorney expires on the death of the person. It must be prepared when a person has capacity. By signing a financial power of attorney, a person does not relinquish their right to make decisions.

An agent is promising to act in the best interest of the person for whom they are acting. If the agent acts less than scrupulously, takes advantage, or mismanages money, there is no pot of money in the state of California for people to get their money back. The legal remedies are very limited, and there is little chance of being able to get that money back.

This is a statutory form, based on the Probate Code. At the bottom of the first page, there is a list of powers that the agent can be granted. I encourage people to take the time to think about the powers that they want to grant their agent. On the second page, you have to explicitly state that you want to give gifting authority to your agent. There is a durable or springing power of attorney. A durable power of attorney goes into effect as soon as it is notarized. A springing power of attorney goes into effect when something happens, such as if a licensed medical doctor signs an affidavit stating that a person lacks capacity. Social Security does not accept a power of attorney document.

## Transfer on Death Deed

In 2015, the Transfer on Death Deed was enacted in California. This allows an individual to add a beneficiary on death so that when an individual dies, the home transfers to a beneficiary or beneficiaries without going through the probate process. It is revocable. The person retains sole ownership of their home until they pass away. There are circumstances where a transfer on Death Deed is not a great option. With Medi-Cal Estate Recovery, if an individual has a Transfer on Death Deed, and there is no Probate case, there is no estate recovery. This is a wonderful option for people who are eligible for Medi-Cal, but who had not applied for Medi-Cal out of fear that the state would take their home. California Advocates for Nursing Home Reform (CANHR) has information their website ([www.canhr.org](http://www.canhr.org)) about changes to Medi-Cal Estate Recovery laws.

Teri – Do you have an example of when it would not be a good idea to use a Transfer on Death Deed? Shah'ada – If someone owns a mobile home in a park, this would not be an option. There is an option under Housing and Urban Development. This would also not be an option for someone who has a 200-acre farm. If someone has an extensive estate, multiple properties or assets, or a complex estate, this would not be a good option. I would recommend that they contact a private attorney for estate planning.

## Statutory Will

Follows the Probate Code. It is a 6-page form. It is a fill-in-the-blanks form and cannot be changed. Good option for those who have a beneficiary or beneficiaries to whom they want to leave everything. Cannot be notarized. Must be witnessed by two witnesses under California law.

## Holographic Will

Writing the will on a blank piece of paper and writing out the will. Can be as detailed or as simple as needed. Must be written in their own writing and signed by the person. Recommended to write 'Will' at the top and it should be dated. A holographic will is a great option and is not scary.

All services are currently provided over the phone. Depending on the client, I will usually prepare the documents and mail them with instructions to the client. They follow up to get documents completed and notarized as needed.

Teri – Any plan to conduct workshops again, virtually? Shah'ada – That is something I have done and could consider revisiting again now that people have had experience using Zoom and other formats. I can send a flyer to Teri.

Nancy – We have a booklet that we distribute widely. We don't have anything about estate planning in this booklet. Would you be willing to review the estate planning section of our booklet when we get around to updating it? Shah'ada – Yes, of course.

Nancy – Can we include Shah'ada's contact information in the minutes?

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## H. Reports:

Chairman's Report – Clinton Davis

- Update on Advisory Council Activities

I have included the Advisory Council roster. Sandy Bechtold passed away. Trinity County BOS will be seeking a representative for the Executive Board. Five of 15 members will be transitioning off of the Executive Board.

- Advisory Council Membership Report

Still trying to fill vacancies. We had an application from a person in Trinity.

Nancy - Is Allison Hansen interested?

TACC Report – Clinton Davis, Advisory Council Chairman

- Update on Recent TACC Activities

CSL Report – Kenneth Ryan, Senior Senator and Helen Stone, Senior Assembly Woman

- Update on CSL Activities

Kenneth shared a CSL Release from October 6, 2020.

Nutrition Report – Nancy Quirus

- Update on CalFresh Healthy Living Program

With the number of wildfires that have been taking place across Northern California, there are disaster declarations, and depending on the level, seems to be integral in getting additional CalFresh/SNAP benefits. Teri - Michelle Harris shared a Disaster CalFresh flyer. To apply, people can contact their local social services office.

There have been some very encouraging applicants for the position of dietitian for the Modoc and Lassen regions. Interviews are being planned. Hopefully we will be introducing the new dietitian to those counties, maybe by the first of the year.

#### Mental Health Services Act (MHSA) Report

- Update on Each County's MHSA Services Activities

Teri – Nancy, I still need to connect you with the MHSA Contact in Shasta County. I haven't seen any activities recently.

Marcia – Sonoma County has launched a collaborative care enhanced recovery project, a 3-year project currently under a 30-day review. Focused on older adults dealing with depression. Hoping it will translate to other counties (Modoc, Siskiyou).

#### Ad Hoc Committee Reports:

- Update from PSA2 Outreach Committee

Marcia – I am looking at virtual outreach. Cheryl is doing the Facebook updates. I am looking more at the digital divide.  
Teri – We will continue to communicate via email through December since we will not meet again until January. We are very close to finalizing the updated PSA2 website. I will be reviewing that this weekend. Will be ready to share with the group after the new year.

- Update from Food Access Committee

No update. This group has not met yet.

- Update from PSA2 Fundraising Committee

On hold.

#### **Director's Report– Teri Gabriel, Executive Director**

- Update on Program Services Due to COVID-19 pandemic

Restrictions are back in place to restrict the pandemic. We did not need to make many changes to our nutrition program. Programs continue to have drive-thru delivery of meals. Some centers are delivering to homes.

Ombudsman continues to work to advocate for long term care residents. They have been declared to be essential so that they can go to facilities. They are considering very heavily whether they have to physically go into

facilities, especially if there have been positive cases. Doing work over the phone or online.

HICAP continues to work on open enrollment, and they continue work remotely.

- Update on Community Education Events

Cheryl is going to share information on upcoming community events. Compass Shining Care has a webinar on December 3<sup>rd</sup> from Noon to 1:30PM on caregiver issues and the challenges of being a caregiver for a loved one with dementia. Register at [www.shiningcare.org](http://www.shiningcare.org).

The Area Agency on Aging normally participates in an annual conference. C4A and CFILC has been combined into a one-day virtual conference on December 13<sup>th</sup>. There will be break-out sessions. There will be a video available of the Governor. There will also be a presentation by State Assemblyman Nazarian. There will be break-out sessions in the afternoon on Hunger/Food Insecurity, Social Isolation and Loneliness, Long-Term Services and Long-Term care, the Digital Divide, Age-Friendly/Livable communities, and Benefits of Aging and Disability Resources Centers. <https://c4a.info/>. There is a \$99 fee, but PSA2 has scholarships for two Advisory Council members to participate. Let Teri know if you are interested in attending.

There are services available to help older adults access technology, including free online, two-part online training on smartphones. Will show older adults how to send a text message, connect to Bluetooth devices, operate smartphones. Must have a computer, internet service, and a valid email address, and an iPhone or Android smartphone. Provided by the California Telephone Access Program.

Work continues on the Master Plan for Aging. Will be referenced at the C4A conference. Looking at the big picture of aging services and how they might be restructured to provide more services to the community.

- Other Agency Activity

Will be ramping activities back up after the new year. Work has already started on FY20-21 Goals & Objectives.

## I. Report on FY 20/21 Area Plan Goals & Objectives Activities

Staci – I was hoping to have some updates on transportation efforts. Teri – We meet again in January. We don't have a February meeting scheduled, so we could look at having another meeting if needed. In preparation for the March public hearing date, we will need to consider any updates that need to be made. Let's have our January meeting and consider whether we should meet in



February. Staci will provide language for the transportation objective to Teri by January 21<sup>st</sup>.

If there are meetings that you are participating in regarding things that are happening at the local and state level, you can provide updates from those meetings.

Teri – Schedule a Zoom Meeting with Staci, Teri, Kenneth, Lindsay, Kit for the week of January 11<sup>th</sup> through 15<sup>th</sup>. I will send out a Doodle poll to find a date.

#### **J. Discussion on Planning for FY 21/22 Area Plan Goals & Objectives**

Nancy – We met to discuss a new Fall Prevention Education objective.

Fall Prevention Month is September (Not May).

Discussion on how to word the Fall Prevention Education objective.

‘With support of the PSA2 staff, the Advisory Council will make efforts to promote and distribute fall prevention education materials. This objective compliments the current state grant (July 2020-June 2021) to provide assistive devices to a means-tested adult population at risk for falls. Council members will assist with identification of interested community partners in the PSA2 area, then coordinate with the PSA2 executive office and assist with fall prevention material distribution to our older adult population. Fall prevention outreach will be promoted annually, during September Fall Prevention Month, to support on-going mobility of older adults and their maintenance of independence.’

Teri - I will have a draft with the Fall Prevention Education and Transportation objectives for the Advisory Council to review and approve at the January meeting. There was also an Advance Health Care Directive/End-of-Life Planning Resource Distribution objective as well if there is interest.

#### **K. Correspondence:**

Incoming: (None)

Outgoing: (None)

#### **L. Adjournment**

Adjourned at 12:16 PM.

Next Virtual Meeting – Friday, January 29, 2021