



**Approved Minutes of the
Virtual Meeting
of the
PSA 2 Area Agency on Aging
EXECUTIVE BOARD**

April 17, 2023

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, Ann Morningstar, Supervisor Ed Valenzuela (alt.), Supervisor Nancy Ogren, and Supervisor Ric Leutwyler, Supervisor Jill Cox from the Weaverville Public Library. A quorum was established.

Executive Board Members Absent:

Kay White, Supervisor Elizabeth Cavasso (Alt.), Supervisor Patrick Jones (alt.), Marie Ingram (Ex.), and David Albiez.

Guests Present:

Teri Gabriel, PSA 2 Executive Director from the PSA 2 Administrative Office in Yreka; Andrea Sutton, PSA 2 Fiscal Manager; Pam Smith-Jimison, PSA 2 HICAP Program Manager and Jerry Kirouac, PSA 2 LTC Ombudsman Program Manager from the PSA 2 Conference Room in Redding; Cheryl Rushton, PSA 2 Program Coordinator; Barbara Longo, Lassen Co. Health and Human Services Agency Director from the Alexander Conference Room in Susanville; and Nancy Quirus, Advisory Council Chairman.

3. Approval of Agenda*

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

4. Approval of Consent Agenda*

MSP: Supvr. Valenzuela motioned for approval of the Consent Agenda, seconded by Supvr. Bridges, all aye, motion carried.

5. Open Session

No comments.

6. Executive Board's Report

No comments.

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

Nancy Quirus reported on the vacancies for the Calif. Senior Legislature. Efforts continue to fill the two vacancies for CSL which are not required to be filled by Advisory Council members, rather CSL members report to the Advisory Council member on CSL activities.

Three vacancies on the Advisory Council remain in Lassen Co., one vacancy remains in Modoc Co. and Staci Wadley, representing Shasta Co., is set to be reappointed for another term. Director Gabriel added that applications have been released to interested parties in Lassen Co. Additionally, Supvr. Bridges reported there would be a meeting later in the week within the community to discuss recruitment for the Lassen Co. Advisory Council vacancies.

Nancy continued by reporting the activity of the Advisory Council including discussions on meeting requirements of the Brown Act, the drastic reduction of CalFresh benefits for eligible older adults and those impacted by food loss due to long-term power outages in Shasta, Siskiyou and Trinity Counties. Testimonials on the impact of the CalFresh benefits reduction of emergency allotments are being shared across the north state. Advisory Council members remain involved in advocating for older adults for the Mental Health Services Act programs including Suicide Prevention. Food access services in our community are being shared within the Advisory Council and a new nutrition location has started in the Shingletown area of Shasta Co. Efforts are being made to attract more seniors to dining centers by offering senior food boxes to eligible participants. Discussions on emergency and medical transportation continue including transportation services in the Lassen/Modoc area. The next Advisory Council News Brief will focus on Disaster Preparedness. Upon inquiry from Supvr. Cox, Nancy referenced and explained the Automated Mass Replacement of CalFresh Benefits program which had been available to Trinity Co. residents affected by the power outages. Supvr. Rickert shared the difficulty in drawing seniors back to the dining centers particularly in the Burney area. Nancy explained the Word of Life Church is now hosting home delivered meal services in Burney Monday through Friday. Director Gabriel added that Dignity Health Connected Living prepares the meals at their Redding nutrition site and transports the meals to the Burney site for distribution. DHCL is no longer using the Burney Community Center for their nutrition program. Food access location lists are also available

in Trinity Co. through the CalFresh program.

Director Gabriel also reported that the virtual 2023 Senior Rally Day will be hosted by the California Senior Legislature on May 2nd. Discussions will focus on the state's efforts toward the Master Plan for Aging initiatives.

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

a) Update on Master Plan for Aging Initiatives

Director Gabriel reported on the California Department of Aging's work with Collaborative Consulting to address the Master Plan for Aging's CA 2030 initiative. The initiative focuses on the state's AAA readiness to meet the needs of the older adult population with the services and programs provided by the AAA. Collaborative Consulting will be hosting interviews with key AAA staff to discuss Administration, Fiscal, Data, Contracting, Program Management, Planner's and Direct Services. The Advisory Council Chairman/Vice-Chairman have been invited to participate in the staff interview process. The interview is scheduled later in the week. The nature of the interview will be to learn of the experiences, perspectives and ideas related to the operations and services provided by the AAA. The anonymous interviews will focus on programs and services, funding sources and capacities, key performance indicators, governance, geography and demographics, branding, communications, and outreach. The AAA Director will be interviewed as well. CDA's purpose for the CA 2030 initiative is to build a future-ready aging network of AAAs that can serve larger, older, and more diverse populations in CA. Following the process, Collaborative Consulting will share actionable recommendations with CDA to promote network-wide advancement in multiple core areas of the aging network.

b) Update on Community Assessment Survey for Older Adults

Director Gabriel reported on the Community Assessment Survey for Older Adults (CASOA) which is being offered by the CDA. In the past, AAAs conducted their own Needs Assessments surveys in preparation for the 4-year Area Plan process; however, the core areas of focus were inconsistent across the board for all AAAs. Since the state did not have a comprehensive outcome of the needs assessment surveys, CDA is looking to streamline the process and reach a more comprehensive outcome based on consistent topics in the survey. CDA will be utilizing the services of Polco to administer the needs assessment. Currently AAAs are working to customize the surveys with their local logos. Surveys for mailout will then be customized for each AAA. Survey materials are targeted to be released in early June 2023 including postcards mailed randomly for the public to indicate the manner in which they prefer to participate in the survey – via email, online or hardcopy. Surveys will be processed by Polco through mid-July and draft survey results are targeted to be shared with the AAAs by September 20th. The survey addresses many critical areas related to older and disabled adults ranging from quality-of-life, characteristics of their communities, overall health, family income/economy, housework/yardwork, transportation, falls, activities, volunteer opportunities, internet access/social media, housing, employment, healthcare and demographics. Disaster preparedness questions are also available in the survey. The results of the survey will help to drive the focus of the 2024-2028 Area Plan.

c) Other Agency Activity

Director Gabriel announced the Siskiyou Healthy Aging Fair will be hosted by the AAA on Wednesday, May 17th at the Yreka Community Center in partnership with Madrone Senior Services and KIXE PBS. Exhibitor registration is underway.

The AAA and the HICAP program will be making a presentation to the Shasta Co. Commission on Aging along with other senior organizations seeking information on senior services available. Director Gabriel also shared information on the CA Association of Area Agencies on Aging Allied Conference on May 9 – 11 in Glendale. Director Gabriel plans to attend in response to requests to participate on panels related to the Healthy Brain Initiative and the Local Master Plan for Aging which both involved Shasta Co.

9. Approval of the Proposed Fiscal Year 2023/2024 Area Plan Update*

Director Gabriel explained the Area Plan and Area Plan Update process to the board. Following the 4-year Area Plan cycle for 2020-2024, there is opportunity each year to update the objectives of the AAA along with incorporating new demographics, data, and targets of focus by the AAA and its programs. The Advisory Council also has an opportunity to update their objectives toward the AAA's goal for Educate and Advocate. Director Gabriel reported the Area Plan Update is due to CDA on May 1st. The Public Hearing for the 2023/2024 Area Plan Update was held in a hybrid manner on March 21st which was attended by 6 participants with most joining virtually. Following the Area Plan Update review, the public had questions related to fall prevention program outreach, methods of outreach to rural communities, digital divide and internet dead zones, family caregiver support program services and related workshops, and interest in learning of community resources available. Director Gabriel explained the efforts made in these areas by the AAA in response to the public's comments. Section 9 of the Area Plan Update now offers the direct service of Program Development which the AAA now has the capacity to offer with the start of many new programs, rather than using actual program funding to develop the service. In reviewing Goal 2, Educate and Advocate objectives, Director Gabriel noted that Objective G, which refers to attending community-based meetings, will now include the Advisory Council members attending respective community meetings and reporting back to the Advisory Council on matters related to services for older adults. Additionally, Objective O has been added to the objectives with the Advisory Council's support in distributing Disaster Preparedness materials and related activities to enhance outreach and educational efforts within the PSA 2 region. Advisory Council members are also encouraged to attend local disaster preparedness and planning meetings within their respective communities to represent the older and disabled adult populations. Goal 3 related to Transportation is heavily supported by Advisory Council members in leadership positions related to transportation in the PSA 2 region. Director Gabriel explained that the service unit plan in Section 10 is based on actual service units completed in the prior fiscal year. The outcomes of the Long-Term Care Ombudsman Program are also updated to address Measures and Targets for complaint resolution, work with resident and family councils, information and assistance and community education. The program works to increase volunteer participation and public awareness through the Elder Abuse Awareness Month Campaign in June. Measures and Targets for facility visits are also indicated as well as implementing more technology in the work of the Ombudsman Program. Elder Abuse Prevention efforts and Title III E Family Caregiver Support Program service plans are also included. Section 13 addresses Priority Services which indicates the greater percentage of Title III B Supportive Services funding is focused on Transportation services followed by Legal Assistance and In-Home Services. In addition to Program Development, all Title III E Family Caregiver Support Programs have been added to the Notice of Intent to Provide Direct Services. With the continued increase in Title III E funding due to its priority in the Master Plan for Aging, it has been difficult for current III E contracted service providers

to spend additional III E funding outside the Area Plan contract. PSA 2 plans to support III E services through direct services if contracted service providers are unable to spend III E funding. Direct Services of the AAA include continuing to provide direct nutrition and transportation services in Lassen and Trinity Counties in FY 23/24. The program monitoring process allows the AAA to communicate the greatest needs in the region to support Legal Services of Northern CA's focus of service. The organizational chart included reflects the current staffing structure since next year's budget has not yet arrived. It is the AAAs intent to add a nutrition focused position to support the nutrition services within the AAA with the additional nutrition funding. The Program Coordinator position for the Dignity at Home Fall Prevention and other supportive programs is anticipated to reach a full-time status in the next fiscal year. The budget review is also based on last year's funding. Upon inquiry by Supvr. Cox, Director Gabriel explained the hope is to add two new positions related to the nutrition and fall prevention programs. Director Gabriel also explained the difference between the digital divide efforts by the AAAs and that of a grant recently offered by CDA for counties to support local access to internet and technology support. In response to Supvr. Rickert's inquiry, Director Gabriel explained the elder abuse reporting process between the AAA and each counties' Adult Protective Services.

MSP: Supervisor Bridges moved to accept the Fiscal Year 2023/2024 Area Plan Update, seconded by Supervisor Rickert, all aye, motion carried.

10. Approval to Extend Direct Nutrition Services through the Trinity Senior Nutrition Program into Fiscal Year 2023/2024*

Director Gabriel requested the board's approval to expand the direct nutrition services offered by the AAA known as the Trinity Senior Nutrition Program in Weaverville into FY 23/24. The board previously approved this direct service until June 30, 2023. This program has allowed the AAA to serve up to 50 eligible program participants with Home Delivered Meals. Dignity Health Connected Living has confirmed they are on board with continuing the program and offered to expand the number of seniors served beyond the current number. So far, 4,877 home delivered meals have been served by the program. American Rescue Plan Act and Area Plan funding will support the program into FY 23/24. The Church of the Nazarene is on board to continue supporting the program and allowing their fellowship hall to be used for congregate dining. The AAA continues efforts to fill the Program Coordinator position. In the interim, a lead volunteer and the church's Pastor have stepped forward to oversee the program to avoid any interruption in services. In preparation for the 2024-2028 funding cycle, this program can be reevaluated to determine if the funding should be included in the RFP process for the next contract period. Upon inquiry, Director Gabriel explained that the decision to offer the funding for public bid in an RFP process should occur by the November 2023 Executive Board meeting as the AAA plans to launch the RFP process in January 2024. There has been expressed interest by local programs in applying for the funding to support nutrition services in the Weaverville area. Nancy Quirus praised the current structure of the program. She has heard public comment grateful for the service provided to the community and has heard directly from the Pastor the church's dedication to the program.

MSP: Supervisor Cox moved to approve the Extension of Direct Nutrition Services through the Trinity Senior Nutrition Program into Fiscal Year 2023/2024, seconded by Supervisor Valenzuela, all aye, motion carried.

11. Approval to Extend Direct Nutrition Services through the Dine Around Town Senior Nutrition Program into Fiscal Year 2023/2024*

Director Gabriel revisited the structure of the Dine Around Town Senior Nutrition Program through services offered by a local restaurant in Susanville. The AAA is seeking the Executive Board's approval to extend the Dine Around Town Senior Nutrition Program into FY 23/24 and has plans in place to initiate the Home Delivered Meal program with volunteers. AAA staff recently met with the two volunteers for an introduction and to provide them with access to online training required for the program. Once evidence of completing food safety and security awareness training has been received, next steps will be to establish delivery routes based on public interest in the program. More restaurants will then be added to the program to add meal variety to the program. The AAA is anticipating guidance from CDA regarding restaurant meal service as this will become a permanent option to offer nutrition services. The Dine Around Town Senior Nutrition Program has served 4,544 congregate and To-Go meals to 187 program participants. The AAA requests to board's approval to extend this emergency response nutrition program into FY 23/24. Gratitude was expressed by all parties in the effort to bring the Dine Around Town Senior Nutrition Program to the community.

MSP: Supervisor Bridges moved to Extend Direct Nutrition Services through the Dine Around Town Senior Nutrition Program into Fiscal Year 2023/2024, seconded by Supervisor Rickert, all aye, motion carried.

12. Approval of Board Resolution Authorizing the Executive Director to Sign CDA's Modernizing the Older Californians Act Contract & Related Amendments – OM-2223-02*

Director Gabriel explained the services offered through the Modernizing the Older Californians Act (MOCA) Contract which was once offered by the AAAs. The Linkages Program is a case management service, Senior Companion Program is a companionship program, Alzheimer's Day Care Resource Center is a day care program which provides activities for Dementia and Alzheimer's patients as well as respite for their caregivers, Senior Volunteer Program is similar to the Retired Senior Volunteer Program offered through AmeriCorp, Foster Grandparents Program is a student support program with the engagement of older adults. Dignity Health Connected Living was once funded by PSA 2 to provide these programs and continues to provide the programs with federal funding. The Aging in Place program is very similar to the Dignity at Home Fall Prevention Program which offers fall prevention equipment to eligible participants. The Caregiver Support for People with Dementia/Alzheimer's Program is very similar to the Title III E Family Caregiver Support Programs. The MOCA funding would be offered to the public in an RFP process. The funding is available from January 1, 2023 to March 31, 2025 in the amount of \$387,805. Funding for Year Two for the program is available from July 1, 2023 to March 31, 2026 for an additional \$249,773.

MSP: Supervisor Rickert moved of Board Resolution Authorizing the Executive Director to Sign CDA's Modernizing the Older Californians Act Contract & Related Amendments – OM-2223-02*, seconded by Supervisor Leutwyler, all aye, motion carried.

Director Gabriel added that nutrition funding will also be available through the Modernizing

the Older Californian's Act funding until FY 2026/2027 in the amount of \$445,597 each fiscal year. This contract will allow restaurant dining according to the CDA's forthcoming guidance.

13. New Business:

Next Virtual Meeting – Monday, May 15, 2023, at 10:00 a.m.

Public access locations will continue to be announced for Executive Board meetings. The Area Plan Budget for FY 2023/2024 will be the focus of the May meeting. A Board Resolution for Public Health Workforce funding will also be presented to support local Public Health agencies in the amount of \$117,915 to support workforce efforts. May is also Older Americans Month. Proclamations will be shared with the Board Clerks.

14. Old Business:

None.

15. Correspondence:

Incoming – None

Outgoing – None

16. Adjournment

The virtual meeting of the PSA 2 Executive Board was adjourned at 11:24 p.m.

Respectfully submitted,

Teri Gabriel,
Executive Director

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