



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

November 21, 2022

1. Call to Order & Flag Salute

The Executive Board Virtual Meeting was called to order by Vice-Chairman, Supervisor Ed Valenzuela, at 10:30 a.m.

2. Roll Call

Executive Board Members Present:

Kay White, Supervisor Jeff Hemphill (alt.), Supervisor Shane Starr, Roberta Hohman, Supervisor Patrick Jones, Ann Morningstar, Supervisor Ed Valenzuela, Marie Ingram, and Supervisor Nancy Ogren (alt.), A quorum was established.

Executive Board Members Absent:

Supervisor Gary Bridges, Supervisor Elizabeth Cavasso (Alt.), Supervisor Les Baugh (alt.), Supervisor Liam Gogan, Supervisor Jill Cox and David Albiez.

Guests Present:

Teri Gabriel, PSA 2 Executive Director; Andrea Sutton, PSA 2 Fiscal Manager; Cheryl Rushton, PSA 2 Program Coordinator; Barbara Longo, Lassen Co. Health and Human Services Agency Director; and Nancy Quirus, Advisory Council Chairman.

3. Approval of Agenda*

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

4. Approval of Consent Agenda*

MSP: Kay White motioned for the approval of the consent agenda, seconded by Marie Ingram, all aye, motion carried.

5. Open Session

Barbara Longo, Director of Lassen Co. Health and Human Services Agency (HHS) extended her sincere gratitude to PSA 2 staff for their efforts toward the Dine Around Town Senior Nutrition Pilot Program. She further stated that following the press release about the program, public feedback has been very positive and Lassen HHS will continue to support the project to ensure its success. Director Longo thanked the PSA 2 team and the Executive Board for allowing the advancement of the concept. Supvr. Valenzuela added the Supvr. Bridges from Lassen Co. is very excited to get the program off the ground. As requested, Director Gabriel will share the press release with the Executive Board.

6. Executive Board's Report

Director Gabriel shared her acknowledgment of the success of the CA State Association of Counties Conference last week which was led by Supvr. Valenzuela.

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

Nancy Quirus reported on the vacant seats on the Advisory Council in Lassen and Modoc Counties. Nearly the full membership actively participated on the last Advisory Council virtual meeting including four new members. Nancy credited Frances Cole-Boyd, Vice Chairman of the Advisory Council, for providing last month's Advisory Council meeting report to the Executive Board. Nancy also reviewed the [Area Plan] goals and objectives the Advisory Council is working toward this year. The PSA 2 Advisory Council News Brief will be released soon which highlights senior specific information. The News Brief will be included in the quarterly HICAP Newsletter. The first News Brief will focus on the services offered by Adult Protective Services.

The Advisory Council will be adding new objectives which include reporting on their activity with outside meetings in our service region such as the Older Adult Policy Council in Shasta Co. Disaster Preparedness efforts will also be advanced in all 5 counties. Ongoing efforts by the Advisory Council include Elder Abuse Awareness during the month of June with the **KNOW ABUSE, REPORT ABUSE** campaign, as well as with the Mental Health Services Act programs to help increase the amount of mental health services available for older adults to address isolation and loneliness. Other areas of focus by the Advisory Council include Alzheimer's/Dementia, Nutrition for seniors, including advancing senior enrollment in CalFresh services within the PSA, Fall Prevention, Estate Planning and Health Care Directives, challenges with accessible Transportation and mobility management. The efforts and accomplishments by the Advisory Council were commended and acknowledged by the Executive Board.

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

a) Nutrition Provider Meeting Overview and Program Updates

Director Gabriel reported that the annual Nutrition Service Provider Virtual Meeting took place on October 25th. The meeting reviewed available nutrition funding, program services, and data reporting requirements with contracted senior nutrition providers.

This year, the AAA addressed COVID-19 relief funding which is available to nutrition programs. The funding allows for program expansion and program support. The COVID-19 relief funding is also being used to support the Dine Around Town Senior Nutrition and Trinity Senior Nutrition Program pilot projects. American Rescue Plan Act (ARPA) funding is available until September 2024 and Older Adults Recovery and Resilience (OARR) funding is available until December 2023. Infrastructure funding to replace program equipment is also available to nutrition programs based on their pre-approved plan for purchases by the CA Dept. of Aging (CDA). The allowance by CDA for Grab & Go meals to continue was also shared with nutrition providers since the drive-up/pick-up process of receiving meals was well-received by program participants during the pandemic. In response to the program expansion request, Madrone Senior Services in Siskiyou Co. will use COVID-19 relief funding to expand nutrition services in currently unserved regions in their area. The Karuk Tribe may also be collaborating with Madrone Senior Services to expand nutrition services to tribal members in Yreka.

b) Ombudsman & HICAP Program Updates

Director Gabriel reported the Ombudsman Program staff has increased over the last few years with the availability of funding to support program efforts. More permanent staff has been added to the program which provides advocacy and support to long-term care residents. The staff responds to concerns from the residents and their families and responds to reports of neglect or abuse. The knowledge of the Ombudsman staff is also used to help train long-term facility staff in alignment with resident rights and program regulations. With the staffing increase, it has become necessary to relocate the program into a larger suite in the same building to provide the staff with a safer and private work environment. The relocation to the larger suite is scheduled to start on December 3rd which will bring the program in closer proximity to the HICAP program.

The HICAP program funding unfortunately has not kept pace with growing operational and staffing expenses; therefore, employee hours have been reduced or redirected to other program services, and the Receptionist position has been eliminated. The future of the HICAP program is to become a remote service with strong volunteer support; hence the recent required hiring of the Volunteer Coordinator position. Telephone counseling appointments will continue as well as referral to the 1-800 Medicare number or to the Medicare website. Director Gabriel also shared concerns of the HICAP program related to Medicare Advantage Plans which are being advertised in our region. This advertising has prompted beneficiaries to change their plans which are not currently fully accepted in our region and may lead to more out-of-pocket expenses for the beneficiary.

c) Lassen Co. Dine Around Town Restaurant Voucher Program Update

Director Gabriel reported on efforts toward introducing the Dine Around Town (DAT) Senior Nutrition Program in Lassen Co. The DAT program concept was shared by another AAA in the Sacramento area which is also experiencing the lack of a senior nutrition programs in their rural communities. This pilot project is partnering with Lassen Co. HHSA and Lumberjacks Restaurant. The program is scheduled to launch on November 28th and will continue to be developed as services are provided being that this is a new nutrition program concept for PSA 2. Restaurant vouchers and program participant instruction have been developed. Director Gabriel explained the voucher

redemption and restaurant reimbursement process to the board. She further explained that the PSA 2 Registered Dietician (RD) played a key role in ensuring that the program menus meet the required dietary guidelines. A food safety checklist, program participant agreements, and voluntary contribution envelopes will also be provided to program participants. Nutrition Education materials as well as a satisfaction survey will also be provided to program participants. Vouchers will be distributed based on nutrition funding available, interest in the program and in accordance with restaurant capacity. Guest vouchers were also developed should the need occur. The Home Delivered Meal program will also be developed with volunteers and drivers. In the interim, homebound program participants can receive restaurant voucher meals if they have a family member, neighbor or friend who is able to pick-up their meals on their behalf. Based on contact with program participants previously served by Lassen Senior Services (LSS), there is great interest in the DAT program. The AAA has learned that LSS has ended their home delivered meal program, so the launch of the DAT program is in perfect timing to fill that gap in service. The HHSA Director, Barbara Longo, expressed her excitement to get the program off the ground.

d) Trinity Senior Nutrition Program Update

Director Gabriel reported that the Trinity Senior Nutrition Program has reached their 40 Home Delivered Meal program participants. The program is filling the need for Home Delivered Meal services in the Weaverville area with the support of a AAA Program Coordinator and community volunteers with meals provided by Dignity Health Connected Living. Meals are being assembled in the Fellowship Hall of the Church of the Nazarene due to the cooler weather. The church has expressed interest in opening the hall for congregate dining in the spring. In the interim, meal pick up is available for Congregate dining participants. As volunteers are added to support the program, new unserved areas are being reached which have not been served from the Weaverville provider in the past. The PSA 2 RD continues to support the Trinity Senior Nutrition Program by visiting the site to verify program regulations are met. The Retired Senior Volunteer Program offered by Dignity Health Connected Living is also supporting the program by providing support services to the volunteers. Special meal delivery date arrangements will be made through the holiday season.

e) Local Master Plan for Aging Update

Director Gabriel reported on activity related to the Local Master Plan for Aging. She reviewed the opportunity provided through the Diversability Advocacy Network, and funded by the Scan Foundation, to develop a local Master Plan for Aging in Shasta, Butte and Glenn Counties that addresses the unique challenges in serving older and disabled adults in rural communities. Additional counties in CA are working toward their own Local Master Plan for Aging. Listening sessions are offered in each county with a session being held today for Shasta Co. service providers affiliated with PSA 2 and HICAP & Ombudsman staff. Listening sessions aid in identifying unmet needs in the areas of Housing, Healthcare and Transportation. Director Gabriel also shared an opportunity to hear the progress being made toward the Local Master Plan for Aging involving Shasta Co. through a webinar scheduled on December 13th.

f) Other Agency Activity:

Director Gabriel addressed the Area Plan Update for FY 2022/2023 has been approved

by CDA. Copies will be available soon. The Area Plan Update includes the efforts to be made by the AAA on direct and contracted services as well as the objectives of the Advisory Council as reported earlier by the Advisory Council Chairman. Director Gabriel explained the 4-year Area Plan and Area Plan Update process to the board. Access to the Area Plan and Updates are available on the PSA 2 website at www.psa2.org.

Director Gabriel announced additional funding from CDA available to AAAs known as Modernizing the Older Californians Act. AAAs once had funding for similar programs which was lost in 2009. The CA Association of Area Agencies on Aging has advocated for the reinstatement of this funding to return these programs. Funding in the amount of \$180M will be available to CA AAAs over the next 3 years. In the first year, PSA 2 will be allocated \$658,422 to support Community-Based Supportive Programs such as the Alzheimer's Day Care Resource Center, Foster Grandparent Program and Senior Companion Program. In the second and third years, this funding is earmarked to support nutrition program services. In the second year, \$986,567 and in the third year, 525,206 for nutrition services for a total of \$2,170,195. More information on this funding will be provided as it becomes available from CDA. Director Gabriel stated there is word of a state budget deficit of \$25 billion dollars, so the AAA will watch carefully to see how this additional funding opportunity plays out for the PSA 2 programs.

Supvr. Valenzuela expressed his interest in hearing the outcome of the DAT Senior Nutrition pilot program in Lassen Co. as he feels there could be a benefit in replicating the program in other counties.

9. Approval of Board Resolution Authorizing the Executive Director to Sign California Department of Aging's (CDA) Supplemental Nutrition Assistance Program-Education (SNAP-Ed) CalFresh Expansion Contract and Related Amendments – CF-2223-02*

Director Gabriel provided an overview of the SNAP-Ed CalFresh Expansion Program offered by CDA. The AAA will be assisting the county Welfare Departments in supporting the enrollment of older adults with the CalFresh application process which can lead to a more complete application, fewer trips to the local county welfare office, and easier processing for the eligibility worker. With the reduction of hours for HICAP staff, the AAA was able to transition a HICAP counselor to the CalFresh Expansion program to assist the AAA Program Coordinator with the program. The total amount of funding for the CalFresh Expansion Program is \$158,589 over the next three fiscal years FY 22/23, 23/24, 24/25 in the amount of \$52,863 annually. Upon request, Director Gabriel explained that Chico State Enterprises (PSA 3) holds the contract with CDA for SNAP-Ed services provided in the PSA 2 region through the Center for Health Communities. Being that Nancy Quirus is the SNAP-Ed educator for Shasta and Trinity Counties, she further explained that Michelle Harris, RD, is the CalFresh Manager in Siskiyou Co. and Isabella Gomez will cover Lassen and Modoc Counties with CalFresh education.

MSP: Kay White moved to approve the Board Resolution authorizing the Executive Director to Sign California Department of Aging's (CDA) Supplemental Nutrition Assistance Program-Education (SNAP-Ed) CalFresh Expansion Contract and Related Amendments – CF-2223-02, seconded by Marie Ingram, all aye, motion carried.

10. New Business:

Next Meeting – Monday, March 20th, 2023

Director Gabriel noted that Officer Elections will be the first order of business on the agenda for the March meeting. Supvr. Valenzuela suggested the next Executive Board meeting include a discussion on the meeting start times since meetings are now being held virtually and there is no need for travel to Burney for the board meetings.

11. Old Business:

Director Gabriel announced that there would be no need to make changes to authorized signers for the AAA's Banner Bank Line of Credit as Supvr. Nancy Ogren has already been added. The Line of Credit is renewed every three years.

12. Correspondence:

Incoming – None

Outgoing – None

13. Adjournment

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

Respectfully submitted,

Teri Gabriel,
Executive Director