

Governing Board Meeting Minutes

Location and Time:

Zoom Meeting
August 26, 2020
1:30pm

1. Call to Order and Introductions

Called to order by Carol at 1:30pm

Governing Board Members in Attendance:

- Carol Huchingson- Lake County Administrative Officer, Vice Chair
- Carre Brown- Mendocino County Board of Supervisors
- Eileen Bostwick- Member at Large, Mendocino County
- Eddie Crandell- Lake County Board of Supervisors

Governing Board Members not in Attendance:

- Kelsey Rivera- Mendocino County Health and Human Services Agency, Chair
- Tina Scott- Lake County Board of Supervisors, Alternate
- Dan Gjerde- Mendocino County Board of Supervisors, Alternate

AAA Staff Attending:

- Dena Eddings-Green- AAA Program Coordinator
- Amber Madero – AAA Staff Services Analyst

Others in Attendance: Lisa Morrow (Lakeport Senior Center), Jill Rexrode (Redwood Coast Seniors), Kathy Johnson (Community Care)

2. Consideration of items not appearing on agenda

- None

3. Approval of Consent Agenda

3.1 Approve meeting minutes for July 23, 2020

- Carre stated that on page two (2) the third action item, the motion should reflect the changes requested and that the changes were accepted as made by Eileen.

Approve meeting minutes with accepted corrections
M/S Carre/Eileen All in Favor 0 Opposed

4. Action Items

4.1 Governing Board Review of Corrected Draft Contracts for FY2020-21 and Authorization of Governing Board Chair to Sign Completed Contracts When Ready

- Dena explained that there was a calculation error in the FY2020-21 Budget Workbook that created a \$15,000.00 funding deficit for the Title IIIB Program.

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- Carol explained the Board would need to rescind the previous contract versions that were approved on July 23rd.
- Carre stated to include the contracts are being rescinded in the motion.

- Contract with Coastal Senior for \$68,133.00

Approve corrected version which replaces the earlier version approved on July 23, 2020
M/S Eileen/Carre All in Favor 0 opposed

- Contract with Highlands Senior Center for \$146,776.00

Approve corrected version which replaces the earlier version approved on July 23, 2020
M/S Eileen/Carre All in Favor 0 opposed

- Contract with Live Oak Senior Center for \$110,711.00

Approve corrected version which replaces the earlier version approved on July 23, 2020
M/S Eileen/Carre All in Favor 0 opposed

- Contract with Middletown Senior Center for \$100,913.00

Approve corrected version which replaces the earlier version approved on July 23, 2020
M/S Eileen/Carre All in Favor 0 opposed

- Contract with Redwood Coast Senior Center for \$246,716.00

Approve corrected version which replaces the earlier version approved on July 23, 2020
M/S Eileen/Carre All in Favor 0 opposed

4.2 Governing Board Review and Approval of Proposals received for RFP 20-02 for Title IIID and the Lakeport Service Area

- Dena stated there were no competing responses received for the Lakeport Service Area, the IIID responses did have competing bids, with submission of proposals by the Lakeport Senior Center and Highlands Senior Center.
- Dena explained that the RFP Review Panel recommended the Lakeport Senior Center proposal for the IIID Program, Title IIIB program, and Title IIIC program be approved.
- Dena stated the contract would have a start date of October 1, 2020.
- Carol asked if Lisa Morrow had an update on the Lakeport Senior Centers services.
- Lisa stated they are only providing delivered meals at this time, deliveries are going to Kelseyville, Nice, Upper Lake, Lucerne, and Lakeport areas. They are currently providing an average of 2,400 meals per week. They are working on catching up on reporting and planning activities to engage seniors when they are safely able to open congregate services again.
- Lisa explained they want to continue services that were happening prior to Covid-19 while also strengthening the relationships with Kelseyville Senior Center and Lucerne Senior Center.

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- Carol asked what the relationship between Lakeport Senior Center Board and Lake Family Resource Center is.
- Lisa explained that there is a contract in place between them for the administration and operation of the Senior Center and that she is acting as the Senior Center Executive Director. Denise Johnson on site operations manager, fiscal officer allocated for portion of time.
- Carol mentioned that there were previous concerns regarding the food quality and inquired as to whether there was improvement and asked how things are going in that area, Lisa stated the center hired a new chef and they have received feedback that the food is good.
- Carol stated she is very happy that Lake Family Resource Center has stepped in to help the Lakeport Senior Center.
- Carre stated she is happy to hear that things are moving forward and working well.
- Lisa stated the other Senior Centers and Dena and Amber have been amazing and very helpful.
- Eddie stated he was glad that the Lake Family Resource Center has stepped in and if they need anything to please let him know.
- Eddie stated there has been some contention among Lucerne and Lakeport Senior Center in the past and he is glad to see that Lake Family Resource Center is mending that relationship, Lisa thanked Eddie and stated the Lucerne Senior Center staff have been very receptive to working together to move forward and they look forward to working together.
- Eileen stated it was gratifying to see how far the job descriptions for the Senior Center Executive Director have come, and that she was glad to see good administration that will take the center forward and offer even better services to our seniors.
- Kathy stated she received public feedback from a client in Upper Lake that they are receiving their meals in plastic containers rather than the cardboard they previously came in and they are difficult to microwave. Lisa stated they were unable to receive the cardboard containers the last time they ordered due to a national shortage, but were able to secure them once again and would be using those instead soon.
- Carol asked how to proceed with the motion and Dena explained that with Governing Board approval there should be a motion to deny the proposal received for Title IIID Program from the Highlands Senior Center and to approve the proposal received from Lakeport Senior Center for the Title IIIB Program, Title IIIC Program, and Title IIID Program.

Motion to accept proposal submitted by Lakeport Senior Center for Title IIIB, Title IIIC, and Title IIID services and deny proposal for Title IIID services received by Highlands Senior Center

M/S Carre/Eileen All in Favor 0 Opposed

5. Public Expression

- Carol stated the County of Lake will be distributing \$50,000.00 to Lake County Senior Centers from the CARES Act funding that was received and the portion the center receives will be based on how many meals provided.
- Carre was unsure if Mendocino County would be doing this also, but would check into it. She stated the Great Plates Delivered Program had been extended through the second week of September. FEMA is paying 75%, the State is paying 18.75%, and the County is paying 6.25% of the program. Not all areas of Mendocino are served by a Senior Center so this was a great program to utilize, Lake County declined to participate in the program because it was cost prohibitive and nearly all of Lake County seniors qualify for Home Delivered Meals.

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- Eddie thanked Carre for the explanation because Lake County had received some criticism for not participating in the program.

6. Non-Timed Items

6.1 Advisory Council Report

- Dena stated the Advisory Council needs 1 member from Mendocino County and 2 members from Lake County.
- Dena stated that holding the meetings via zoom has been beneficial, Carre agreed that holding the meetings via zoom is helpful to avoid the long distance travel.
- Jill Rexrode stated she could participate in meetings via zoom and requested that AAA staff send her an application and the bylaws for the Advisory Council.

6.2 Governing Board Members Report

- Carre asked when the 2020-2024 Area Plan would be posted, Dena explained that it is currently with California Department of Aging (CDA) for review and approval. CDA requested minor changes in the budget portion and formatting changes at the end of July, once it is approved AAA staff will be posting it.
- Carre asked if there are any programs that can provide seniors with computers that they could use to socialize via zoom to help combat isolation.
- Eileen stated North Coast Opportunities has a Companion Caller program that she participates in, she calls three (3) recipients weekly, and there are roughly one hundred seventy seven (177) participants in the program.
- Kathy mentioned Covia, which has multiple activities that are conducted over the phone and Adventist Health, which has telephone reassurance programs.
- Kathy gave the phone number for Senior Information and Assistance Line, (707) 468-5132.

6.3 AAA Staff Report

- Dena explained that Hidden Valley Lake is under mandatory evacuation orders, Middletown is under a warning due to the fire. Middletown Senior Center is still providing home delivered meals in Middletown but not Hidden Valley, they distributed emergency meal bags, and have been calling the two (2) residents daily that did not evacuate from Hidden Valley. Meal pickup in Middletown is still available.
- Carol stated there seemed to be more people that are determined to stay home rather than evacuate for a fire.

Adjournment

- Meeting was adjourned at 2:24 pm

NEXT SCHEDULED MEETING

1:30pm

September 23,2020

Via Zoom