

Location and Time:

Zoom Meeting
May 28, 2020
1:30pm

1. Call to Order and Introductions

Called to order by Kelsey Rivera at 1:37pm

Governing Board Members in Attendance:

- Kelsey Rivera- Mendocino County Health and Human Services Agency, Chair
- Carol Huchingson- Lake County Administrative Officer, Vice Chair
- Eddie Crandell- Lake County Board of Supervisors
- Eileen Bostwick- Member at Large, Mendocino County
- Carre Brown- Mendocino County Board of Supervisors

Governing Board Members not in Attendance:

- 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
- Crystal Markytan- AAA Executive Director
- Kelli Page – AAA Program Manager
- Amber Madero – AAA Staff Services Analyst

Others in Attendance: Dan Hobbs (Live Oak Senior Center), Betsy Cawn, Jonathan Crooks (Lakeport Senior Center), Angelica Millan (Legal Services), Kathy Johnson (Community Care), Linda Burton, Andrea Culbertson (Dietician)

2. Consideration of items not appearing on agenda

- None

3. Approval of Consent Agenda

3.1 Governing Board review and approval of October 24, 2019, January 29, 2020, February 27, 2020, and April 17, 2020 Meeting Minutes

M/S - Carre/Carol - All in Favor - 0 Opposed

4. Action Items

4.1 Governing Board Review and Approval of FY2020-2021 Contract Options

- Resume Request for Proposal for the Lakeport/Nice/Lucerne Service Area and Title IIID Health Promotion & Disease Prevention Program
 - Dena explained that the RFP 20-02 had been postponed due to Covid-19 and that staff would be resuming the process for the Lakeport/Nice/Lucerne service area.
 - Carol stated staff could prepare contracts for all contractors that had approved proposals and continue the RFP process for the Lakeport/Nice/Lucerne service areas.
 - Dena stated staff would need to hold back the allocation amount for that service area in order to process contracts with other approved contractors.
 - Jonathan Crooks commented that they would not be funded beginning July 1, 2020.
 - Carol stated contracts with approved contractors could be done and an extension for Lakeport to continue the contract period.
 - A fourth option was discussed that would have all approved providers contracts start July 1, 2020 and complete an amendment to extend Lakeport Senior Center contract through September 30, 2020.
 - Dan Hobbs asked when funding would be received if option four was chosen, Dena explained once contract amendments were executed.
 - Jonathan stated he would like to see the RFP done in time for contracts to start July 1, 2020 and stated that the RFP was not done correctly by staff and has created a hassle for contractors.
 - Carol stated RFP 20-02 is required to be done due to the lack of a responsive and complete proposal from the Lakeport Senior Center and that all other providers provided their proposals correctly.
 - The choice made was to extend contracts through September 30, 2020 for all contractors and to continue the RFP 20-02 process. All contracts for FY2020-21 will begin October 1, 2020.

Contract Amendment with Anderson Valley Senior Center for \$12,541.54

M/S Carol/Carre – All in favor – 0 Opposed

Contract Amendment with Coastal Senior for \$84,962.24

M/S Carol/Eddie – All in favor – 0 Opposed

Contract Amendment with Highlands Senior Center for \$206,226.46

M/S Carol/Carre – All in favor – 0 Opposed

Contract Amendment with Lakeport Senior Center for \$488,700.09

M/S Carol/Eileen – All in favor – 0 Opposed

Contract Amendment with Live Oak Senior Center for \$161,931.08

M/S Carol/Eileen – All in favor – 0 Opposed

Contract Amendment with Middletown Senior Center for \$129,721.23

M/S Carol/Eileen – All in favor – 0 Opposed

Contract Amendment with Redwood Coast Senior Center for \$337,298.35

M/S Carol/Eddie – All in favor – 0 Opposed

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Contract Amendment with Community Care Management Corporation for \$123,848.29

M/S Carol/Eileen – All in favor – 0 Opposed

Contract Amendment with North Coast Opportunities for \$168,485.00

M/S Carol/Eileen – All in favor – 0 Opposed

Contract Amendment with Legal Services of Northern California for \$97,069.94

M/S Carol/Eddie – All in favor – 0 Opposed

Contract Amendment with AAA Registered Dietician, Andrea Culbertson for \$20,000.00

M/S Carol/Eddie – All in favor – 0 Opposed

Contract Amendment with Elder Day Services of Lake County for \$10,543.68

M/S Carol/Eddie – All in favor – 0 Opposed

- Governing Board Review and Approval of Draft Contract Amendments and Authorization of Governing Board Chair to sign Resolution no. 1920-08 and Completed Contract Amendments When Ready to Extend FY2019-2020 Contract Period Through September 30, 2020
 - Kathy asked if contracts were extended would funds be extended for expenditure through September 30, 2020. Dena explained that funds would go through September 30, 2020 and that CARES Act funding could be carried over.
 - Dan stated he would like AAA to pay out the CARES Act funding in the appropriate fiscal year, execute the FY2020-21 contracts as soon as possible for all approved proposals, and pursue proposals for the service areas still available.
 - Joyce Overton submitted comment via email that she would like the contracts to begin on schedule for all providers with approved proposals and continue the RFP process for the service areas that proposals were not approved for.
 - Angelica Millan stated her questions she submitted via email had been answered in the discussion of item 4.1.
 - Jonathan stated staff should just complete RFP 20-2 and have all contracts completed in time to start July 1, 2020.
 - Dena stated if the Board chose option four there would need to be an additional meeting scheduled.

4.2 Governing Board Review of Contract with California Department of Aging (CDA) and Authorization of Governing Board Chair to sign Resolution no 1920-09, and Standard Agreement AP-2021-26 in the amount of \$1,410,102.00, Information Integrity and Security Statement, and CA Civil Rights Laws Certification

M/S Carre/Eileen – All in favor – 0 Opposed

4.3 Governing Board Review and approval of Draft Contracts and approval of Draft Contracts and Authorization of Governing Board Chair to sign completed contracts when ready for FY2020-21 for Senior Services

- Carre suggested taking up review and approval of contracts at the next scheduled meeting and the board was in consensus to carry this item over to the next meeting.

4.4 Governing Board Review and Approval of Revised 2020 Meeting Calendar

M/S Carol/Eileen – All in favor – 0 Opposed

5. Public Expression

- Linda Burton stated Tai Chi classes have been being held via zoom six times per week at 11:00 and 3:00. Linda stated she has everyone complete a release of liability before attending class and that the seniors seem to really be enjoying the classes.
- Kelsey Rivera directed AAA staff to place the Tai Chi online class information on the AAA website.

6. Non-Timed Items

6.1 Advisory Council Report

- Paul Branson stated he attended his first Triple-A Council of California meeting in February and the April meeting was canceled due to Covid-19. There will be a June meeting held via zoom.

6.2 Governing Board Members Report

- Eileen discussed her concerns regarding the state budget and the possibility of funding cuts to senior programs, Carre stated she also held the same concerns.
- Eileen also mentioned that she has concerns regarding the senior population and the reopening of activities.
- Kelsey gave an update on the Great Plates Delivered program in Mendocino County, as of May 27, 2020 the program has partnered with five restaurants, processed three hundred five (305) applications, of which two hundred thirty nine (239) were eligible, and sixty six (66) were denied. The Ukiah Brewing Company is serving clients in Ukiah and Willits. Six hundred seventy (670) meals per day have been provided totaling five thousand two hundred fifty (5,250) meals served to eligible clients. FEMA is providing 75% of funding for the program, Mendocino County 6.25%, and the State the remainder, and the CARES Act funding can be used to cover the county's portion of funding.
- Carre requested that Kelsey give an update on the Great Plates Delivered Program to the Mendocino County Board of Supervisors.

6.3 AAA Staff Report

- Dena stated AAA received twenty one (21) gift cards for Walmart with a balance of \$35.00 and they were to be distributed to the senior centers to be given to clients.
- Amber stated that as of May 23, 2020 12,668 Congregate Meals and 26,336 Home Delivered Meals have been provided in Lake and Mendocino Counties.
- Amber discussed the Dignity At Home Falls Prevention Program; AAA is working with Mendolake Home Respiratory Services to purchase equipment such as walkers, wheelchairs, handrails, and grab bars, and has reached out to Hammers for Home and Habitat for Humanity to collaborate with them on the instillation of items purchased and eligible repairs.

Adjournment

- Meeting was adjourned at

NEXT SCHEDULED MEETING

July 23rd, 2020

1:30pm

Location TBD