



## ***Advisory Council for Aging & Independence Services***

October 13, 2025 | 12:00 p.m.

5560 Overland Ave, Joaquin Anguera Room, 3<sup>rd</sup> Floor

### ***Virtual Participation***

Call in: 1 (619) 343-2539

Meeting ID (access code): 224 849 240 117

Passcode: eq7c5wR2

Click here to [Join Teams Meeting](#)

## **AGENDA**

\* (attachment)

1. **Call to Order:** Susan Mallett, Chair
  - a. Welcome & Pledge of Allegiance
  - b. Guest/Member Introductions
  - c. Confirmation of Quorum (quorum = 13)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
  - a. Public Comment/Announcements: Members or Non-members
  - b. Approval of September 8, 2025, Meeting Minutes (Action)\*
4. **AIS Director's Items** (Possible action)
  - a. Board Letter
    - i. Health and Human Services Agency Administrative Codes and Board Policy Sunset Review 2025: AIS Advisory Council Ordinance IIIa (Action)\*
  - b. AIS Director's Update
  - c. Legislative Update
5. **Guest Speaker(s)**
  - a. San Diego Oasis  
*Brandon Harding, Program Director*
  - b. Aging Roadmap Annual Report  
*Roberto Ramirez, Health Promotion Manager*
6. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
  - a. Chair's Report: Susan Mallett, Chair
    - i. Action on Behalf of the Council Presented for Council Ratification per By-Laws Article 5, Sec. C. (1)(a)(iii)
      - a) Approve Out-of-Country Travel for County of San Diego Representatives to Participate in the Japan Center for International Exchange US-Japan Program on Healthy and Resilient Aging (Action)\*



- ii. Adopt Council Goals\*
- b. Membership Report: Jacqueline Simon, Secretary
- c. Board of Supervisors Annual Visits (Dates posted as confirmed):
  - i. District #1: Aguirre [Vacant/Vacant]
  - ii. District #2: Anderson [Phillips/Nocon] 2/26/2025
  - iii. District #3: Lawson-Remer [King/Colburn-Hargis] 1/31/2025
  - iv. District #4: Montgomery Steppe [Bishop/Milroy] 10/11/2024
  - v. District #5: Desmond [Vacant/Vacant]

7. **Ancillary Subcommittee Oral Reports** (Possible action)

- a. LTC Ombudsman/Facilities (met 10/13/25): Elaine Lewis, Chair
- b. Healthy Aging (met 9/8/25): Wanda Smith, Chair
- c. Affordability in Aging (met 10/13/25): David Milroy, Chair
- d. Nutrition (met 10/8/25): Shirley King, Chair

8. **Other Announcements**

9. **Adjournment & Next Meetings:**

Meetings are held at 5560 Overland Ave., Ste. 310, San Diego, 92123

Virtual meeting details are included on agendas at [www.sandiegocounty.gov/AISAdvisoryCouncil](http://www.sandiegocounty.gov/AISAdvisoryCouncil)

**Council Meeting:** November 10, 2025, 12 noon

**Future Subcommittee Meetings:**

- Healthy Aging: 10/13/25 2:15 p.m.
- Executive & Membership: 10/20/25 9:30 a.m.
- Nutrition: 11/5/25 1:00 p.m.
- LTC Ombudsman/Facilities: 11/10/25 10:30 a.m.
- Affordability in Aging: 11/10/25 10:30 a.m.

*This meeting is public, and the location is ADA accessible. If you are planning to attend and need special accommodations, please call (858) 495-5885 at least three days in advance of the meeting.*

Supporting documentation and attachments for items listed on this agenda may be viewed at Aging & Independence Services, 5560 Overland Avenue, Suite 310, San Diego, CA 92123, or received by calling (858) 495-5885.

**Aging & Independence Services Advisory Council**  
**Monday, September 8, 2025 | 12:00 p.m. – 2:00 p.m.**  
**5560 Overland Avenue, 3<sup>rd</sup> Floor, Joaquin Anguera Room, San Diego, CA 92123**

**Call in: 1 (619) 343-2539**  
**Meeting ID (access code): 224 849 240 117 | Passcode: eq7c5Wr2**

**MINUTES - DRAFT**

<b>Members</b>		<b>Absent Members</b>	<b>Guests</b>
Attendance:	Paige Colburn-Hargis Shelia Coulbourn (virtual) Faye Detsky-Weil Stephen Huber Rhys Jones Ted Kagan Mina Kerr Dennis Leggett Elaine Lewis	Mikie Lochner Susan Mallett Silvia Martinez Dan McNamara David Milroy Bradlyn Mulvey Molly Nocon Jacqueline Simon Smith Sirisakorn	Sabrina Bishop Shirley King Taryn Patterson Maureen Phillips Cristin Whittaker Wanda Smith
	<b>Staff</b>		
	Jennifer Bransford-Koons Wendy Garcia Brynn Viale Long Samantha Hasler	Michelle Hollie-Luterick Jana Jordan Kristen Smith (virtual)	Antoinette Alioto (virtual) Brett Bergmann (virtual) Connie German-Marquez (virtual) Zarina Jackson Nick Martinez Kimberly Pitts Linda Strohl (virtual) Nicole Tapp Andrea Villa (virtual)
<b>Outcome</b>			
1. Call to Order	Susan Mallett, Chair, 12:04 PM a. Welcome & Pledge of Allegiance b. Guest/Member Introductions c. Confirmation of Quorum: <b><i>18 present at this time.</i></b>		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.			
3. Standard Business	a. Public Comment/Announcements: Members or non-members b. Approval of July 14, 2025, Meeting Minutes (Action)* <b><i>[M/S – E. Lewis/ J.Simon (Passed with 17 votes.)]</i></b>		
4. Swearing in of 2025-2026 Officers	Jennifer Bransford-Koons, Director, Aging & Independence Services, Public Administrator/Public Guardian		
5. AIS Director's Items	Highlights included: a. Board Letter i. Aging Roadmap Annual Update (Action)* <b><i>[M/S – S. Huber / T. Kagen (Passed with 18 votes.)]</i></b> b. AIS Director's Update c. Legislative Update		

6. Guest Speakers	<p>a. Housing and Community Development Services  <i>Nick Martinez, Assistant Director</i>  Highlights included:</p> <ul style="list-style-type: none"> <li>○ HCDS Overview</li> <li>○ HCDS Core Program Areas</li> <li>○ HCDS Program Highlights</li> <li>○ Affordable Housing Efforts</li> <li>○ Senior Housing Developments</li> <li>○ Under Construction Developments</li> <li>○ Upcoming Developments</li> <li>○ Affordable Housing Map Overview</li> <li>○ HACSD Jurisdiction</li> <li>○ Public Housing</li> <li>○ County Housing Authority</li> <li>○ HACSD Programs</li> <li>○ Housing Choice Vouchers Program Basics</li> </ul>
7. Executive & Membership Subcommittee Report/Other Business	<p>a. Chair's Report: Susan Mallett, Chair</p> <ul style="list-style-type: none"> <li>i. Adopt Annual Calendar, Annual Subcommittees, and Annual Report (Action)*  <b>[M/S – T. Kagen / B. Mulvey (Passed with 17 votes.)]</b></li> <li>ii. Council Goals: Review Draft*</li> </ul> <p>b. Membership Report: Jacqueline Simon, Secretary</p> <p>c. Board of Supervisors Annual Visits (Dates posted as confirmed):</p> <ul style="list-style-type: none"> <li>i. District #1: Aguirre [Vacant/Vacant]</li> <li>ii. District #2: Anderson [Phillips/Nocon] 2/26/2025</li> <li>iii. District #3: Lawson-Remer [King/Colburn-Hargis] 1/31/2025</li> <li>iv. District #4: Montgomery Steppe [Bishop/Milroy] 10/11/2024</li> <li>v. District #5: Desmond [Vacant/Vacant]</li> </ul>
8. Ancillary Subcommittee Oral Reports (Possible action)	<p>a. LTC Ombudsman/Facilities (met 9/8/25): Elaine Lewis, Chair</p> <p>b. Healthy Aging (met 7/14/25): Wanda Smith, Chair</p> <p>c. Affordability in Aging (met 9/8/25): David Milroy, Chair</p> <p>d. Nutrition (met 9/3/25): Shirley King, Chair</p>
9. Other Announcements	
10. Adjournment & Next Meeting	<p>Meeting adjourned: 1:50PM</p> <p>Next Council Meeting: October 13, 2025, 12:00 p.m.</p> <p><b>Future Subcommittee Meetings:</b></p> <ul style="list-style-type: none"> <li>➤ Healthy Aging: 9/8/25 2:15 p.m.</li> <li>➤ Executive &amp; Membership: 9/30/25 9:00 a.m.</li> <li>➤ Nutrition: 10/8/25 1:00 p.m.</li> <li>➤ LTC Ombudsman/Facilities: 10/13/25 10:30 a.m.</li> <li>➤ Affordability in Aging: 10/13/25 10:30 a.m.</li> </ul>

*Minutes respectfully submitted by Michelle Hollie-Luterick.*



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

PALOMA AGUIRRE  
First District

JOEL ANDERSON  
Second District

TERRA LAWSON-REMER  
Third District

MONICA MONTGOMERY STEPPE  
Fourth District

JIM DESMOND  
Fifth District

**DATE:**           **October 21, 2025**

**XX**

**TO:**             Board of Supervisors

### **SUBJECT**

**HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

### **OVERVIEW**

In accordance with San Diego County Board of Supervisors (Board) Policy A-76, Sunset Review Process, the County of San Diego (County) Health and Human Services Agency (HHSA) periodically reviews County Administrative Code and Board Policy to ensure policies reflect current Board standards and practices.

Today's actions seek Board approval to amend the following Administrative Codes and Board Policy and extend the sunset review date for:

- Article IIIa Advisory Council for Aging and Independence Services
- Article XLVIII San Diego County Military and Veterans Advisory Council
- A-99 – Tobacco and Electronic Smoking Device Use, Prevention, and Cessation

Additionally, today's actions seek Board approval to retire Board Policy A-133 – Provide Guidelines for Staff Levels in the Health and Human Services Agency.

This item supports the County vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically underserved as well as our ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities. This will be accomplished as these County Administrative Codes and Board Policies provide a framework for a county that is healthy, safe, and thriving. Additionally, in alignment with the Board's commitment to transparency and open government, the Sunset Review process is an opportunity for HHSA to reflect on current policies through an equity lens and recommend changes that allow for greater transparency.

### **RECOMMENDATION(S)**

#### **CHIEF ADMINISTRATIVE OFFICER**

1. Determine no change is necessary and approve the sunset review date of December 31, 2032 for the following County Administrative Codes:
  - a. Article IIIa Advisory Council for Aging and Independence Services

**SUBJECT: HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

- b. Article XLVIII San Diego County Military and Veterans Advisory Council
2. Approve amendments to Board Policy A-99 – Tobacco and Electronic Smoking Device Use, Prevention, and Cessation, and extend the sunset review date to December 31, 2032.
3. Approve the retirement of Board Policy A-133 – Provide Guidelines for Staff Levels in the Health and Human Services Agency.

**EQUITY IMPACT STATEMENT**

The County of San Diego (County) Health and Human Services Agency (HHSA) annually reviews Board Policies, County Administrative and Regulatory Codes that are sunseting to ensure alignment with current San Diego County Board of Supervisors (Board) values and to ensure adherence to applicable laws and regulations. In alignment with the Board's commitment to transparency and open government, the Sunset Review process is an opportunity for HHSA to reflect on current policies through an equity lens and recommend changes that allow for greater transparency.

Today's action positively impacts vulnerable populations including older adults, military veterans, and school-aged children. Advisory councils provide opportunities for community members and stakeholders to engage in discussions on important issues in their communities. Their input is crucial to informing the Board and the Chief Administrative Officer in their preparation, development, and evaluation of County programs, and helps to determine where focused efforts and resources are needed.

Additionally, the continuation of Board Policy A-99 – Tobacco and Electronic Smoking Device Use, Prevention, and Cessation is vital for programs designed to reduce tobacco and electronic smoking device use, prevention and cessation. Data from the 2024 National Youth Tobacco Survey found that 2.25 million middle and high school students reported using any tobacco product one or more times in the past 30 days, and more than one in four using e-cigarettes daily. The Centers for Disease Control and Prevention have attributed tobacco use, including electronic smoking devices to increased risk of oral cancer, gum disease, tooth loss, and cavities. Among school-aged children, the use of nicotine can harm adolescent brain development, including parts of the brain that control attention, learning, mood, and impulse control.

**SUSTAINABILITY IMPACT STATEMENT**

Today's actions strive for programs and operations that reflect the County's values and priorities. By aligning with the County of San Diego's (County) Sustainability Goals the changes reflect more equitable, sustainable, and impactful practices. Specifically, extending the Sunset Review date for Article IIIa Advisory Council for Aging and Independence Services (Article IIIa) and Article XLVIII San Diego County Military and Veterans Advisory Council (Article XLVIII), supports County Sustainability Goal #1 by continuing to provide meaningful opportunities for community engagement on issues affecting older adults and military veterans, and by serving as a platform for stakeholders to shape County programs and plans that better address the needs of these populations.

Additionally, today's action to retire Board Policy A-133 – Provide Guidelines for Staff Levels in the Health and Human Services Agency supports Goal #2 to ensure just and equitable access to

**SUBJECT: HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

County services, and resource allocation in support of sustainable communities. Retiring Board Policy A-133 allows the County Health and Human Services Agency to continue adapting to the community's growing health and social needs, particularly in response to public health crises and the protection of core services. Lastly, the action to amend Board Policy A-99 – Tobacco and Electronic Smoking Device Use, Prevention, and Cessation, also supports the County Sustainability Goal #4 by protecting the health and wellbeing of everyone in the region from the serious public health hazards of tobacco use and secondhand smoke exposure.

**FISCAL IMPACT**

There is no fiscal impact associated with the recommendations. There will be no change in net general fund costs and no additional staff years.

**BUSINESS IMPACT STATEMENT**

N/A

**ADVISORY BOARD STATEMENT**

On August 21, 2025, the San Diego Military and Veterans Advisory Council received an update as informational item on Article XLVIII San Diego County Military and Veterans Advisory Council receiving and had no concerns.

On September 16, 2025, the Health Services Advisory Board [PENDING UPDATE].

On October 13, 2025, the Advisory Council for Aging and Independence Services will receive an update as an informational item on Article IIIa Advisory Council for Aging and Independence Services.

**BACKGROUND**

In accordance with San Diego County Board of Supervisors (Board) Policy A-76, Sunset Review Process, the County of San Diego (County) Health and Human Services Agency (HHSA) periodically reviews Board Policies and the County Administrative Code and Regulatory Code. Revisions to Board Policies and the County Administrative Code are recommended to reflect current Board standards and practices and to reflect any changes in laws, policies and regulations that govern County departmental operations and services.

*Recommendation 1*

County staff have reviewed the County Administrative Code Articles below. Staff recommend no changes and request approval of a new sunset date of December 31, 2032:

- Article IIIa Advisory Council for Aging and Independence Services
- Article XLVIII San Diego County Military and Veterans Advisory Council

*Recommendation 2*

The proposed revisions to Board Policy A-99, Tobacco and Electronic Smoking Device Use, Prevention, and Cessation, include:

- Modifying language throughout various sections for clarity and conciseness.

**SUBJECT: HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

- Adding more recent data related to national and State statistics on tobacco-related deaths, the prevalence of tobacco use among youth, and costs associated with smoking.
- Updating definition of “tobacco product” to align with State definition.
- Adding a new provision under “Policy”, Section 10 to state: “Educate, facilitate, and assist city and County policymakers, staff, and residents with adopting and implementing tobacco and smoke-free policies, reducing tobacco product waste in outdoor environments, and ending the sale of tobacco products”.
- Updating the Sunset Review date to December 31, 2032.
- Adding the most recent Board action date.

*Recommendation 3*

Retirement of Board Policy A-133 – Provide Guidelines for Staff Levels in the Health and Human Services Agency is being requested upon the sunset date of December 31, 2025.

When HHSA was established in 1997, the Board set a staffing-to-population ratio of 1 employee for 500 county residents to ensure efficient and effective HHSA operations and maximization of front-line service delivery. The only exceptions to exceeding the ratio are:

- To protect the County against liability and/or risk resulting in staffing levels that are inadequate to carry out mandated program functions delegated to HHSA by the federal or State government;
- If strict adherence to the staffing ratio would compromise equitable distribution of funds to the County and create future funding inequities from federal or State funding sources, when those sources use a formula for allocating health and social services revenue based on current need and historical expenses; and
- If unforeseen events, such as changing demographics or economic downturns, require additional provision of mandated health and social services by merit civil service employees, such as public health, adult, and child protection services.

Over the years, HHSA has continued meeting these exceptions granted by Board Policy A-133 due to evolving State and federal mandates and increasing demands associated with public health emergency response. As such, the previously established staff-to-resident ratio of 1 to 500 is no longer applicable.

This is demonstrated by the expansion of the Affordable Care Act, which went into effect in 2014, and extended healthcare coverage via Medicaid to an increased number of populations not previously eligible. This included individuals under the age of 65 earning up to 138% of the federal poverty level. Since 2014, Medi-Cal, California’s state-specific name for Medicaid, increased by XX% in the County. In response, the County adjusted the staffing needed to administer the rising caseloads, and in doing so, protected the County against liability and/or risk resulting in inadequate staffing levels to carry out mandated federal or State program functions.

The COVID-19 pandemic is another example of the County pivoting staffing in response to changes in federal or State funding due to unforeseen economic and public health downturns. The global pandemic unveiled an urgent need for a more robust public health infrastructure, nationwide. In recognition of this, the State allocated approximately \$14,000,000 annually to



**SUBJECT: HEALTH AND HUMAN SERVICES AGENCY ADMINISTRATIVE CODES AND BOARD POLICY SUNSET REVIEW 2025 (DISTRICTS: ALL)**

County Public Health Services to strengthen local public health infrastructure. In doing so, the additional County staff hired were able to deliver vital services to XYZ.

Today's action recommends the Board approve an extension of the sunset review date of Article IIIa Advisory Council for Aging and Independence Services to December 31, 2032; approve an extension of the sunset review date of Article XLVIII San Diego County Military and Veterans Advisory Council to December 31, 2032; approve amendments Board Policy A-99, Tobacco and Electronic Smoking Device use, Prevention, and Cessation, and an extension of the sunset review date to December 31, 2032; and, retire Board Policy A-133, Provide Guidelines for Staff Levels in the Health and Human Services Agency upon the sunset date of December 31, 2025.

#### **LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN**

Today's proposed actions support the County of San Diego 2025-2030 Strategic Plan Initiatives of Sustainability (Climate), Equity (Health), and Community (Engagement and Quality of Life), and the regional *Live Well San Diego* vision by ensuring County policies are transparent, efficient, inclusive, data-informed, outcome- and evidence-based, equitable, sustainable, and culturally responsive to support the health and social services provided to the residents of San Diego County.

Respectfully submitted,

USE "INSERT PICTURE"  
FUNCTION TO INSERT  
SIGNATURE

EBONY N. SHELTON  
Chief Administrative Officer

#### **ATTACHMENT(S)**

Attachment A – Article IIIa Advisory Council for Aging and Independence Services (No changes)  
Attachment B – Article XLVIII San Diego County Military and Veterans Advisory Council (No changes)

Attachment C – Board Policy A-99, Tobacco and Electronic Smoking Device Use, Prevention, and Cessation (Clean)

Attachment D – Board Policy A-99, Tobacco and Electronic Smoking Device Use, Prevention, and Cessation (Strikethrough)

Attachment E – Board Policy A-133 – Provide Guidelines for Staff Levels in the Health and Human Services Agency (Informational Copy)



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

PALOMA AGUIRRE  
First District

JOEL ANDERSON  
Second District

TERRA LAWSON-REMER  
Third District

MONICA MONTGOMERY STEPPE  
Fourth District

JIM DESMOND  
Fifth District

**DATE:** October 21, 2025

**XX**

**TO:** Board of Supervisors

### SUBJECT

**APPROVE OUT-OF-COUNTRY TRAVEL FOR COUNTY OF SAN DIEGO REPRESENTATIVES TO PARTICIPATE IN THE JAPAN CENTER FOR INTERNATIONAL EXCHANGE US-JAPAN PROGRAM ON HEALTHY AND RESILIENT AGING (DISTRICTS: ALL)**

### OVERVIEW

In accordance with San Diego County Board of Supervisors (Board) Policy D-7, *Out-of-County Business and Related Guidelines and Processes*, and Administrative Code section 470, this is a request to approve out-of-country travel for the Director, County of San Diego (County) Health and Human Services Agency, Aging & Independence Services (AIS) and the Acting Director, County Office of Emergency Services (OES) to participate in the Japan Center for International Exchange (JCIE) one-week learning tour in Japan.

JCIE, in partnership with AARP, invited County policymakers, leadership and community partners to join the tour, scheduled for early December 2025, based on the County's recognized leadership in implementing the Aging Roadmap and advancing age-friendly initiatives. The goal of the tour is to foster collaboration and information-sharing across regions to address common issues facing aging societies and creating age-friendly environments. The tour will focus on shared challenges facing aging societies, with a special emphasis on disaster preparedness and response, and social isolation—all of which align with the County's Aging Roadmap priorities.

Furthermore, in-person attendance is essential, as it will allow County representatives to participate in site visits, engage with Japanese policymakers, service providers and researchers, and gain first-hand insights into innovative, age-friendly practices that cannot be fully replicated through virtual participation. This opportunity is offered at no cost to the County, with JCIE covering airfare, accommodations, and related program expenses.

Today's action requests the Board authorize out-of-country travel, in accordance with Board Policy D-7, *Out-of-County Business and Related Guidelines and Processes*, and Administrative Code section 470, for the Director of AIS and the Acting Director of OES to participate in the JCIE one-week learning tour in Japan in early December 2025.

**SUBJECT:** APPROVE OUT-OF-COUNTRY TRAVEL FOR COUNTY OF SAN DIEGO REPRESENTATIVES TO PARTICIPATE IN THE JAPAN CENTER FOR INTERNATIONAL EXCHANGE US-JAPAN PROGRAM ON HEALTHY AND RESILIENT AGING (DISTRICTS: ALL)

This item supports the County's vision of a just, sustainable, and resilient future for all, specifically those communities and populations in San Diego County that have been historically left behind, as well as our ongoing commitment to the regional *Live Well San Diego* vision of healthy, safe, and thriving communities. This will be accomplished by continuing to support older adults and persons with disabilities through collaborating with other jurisdictions to share and learn about disaster preparedness and social isolation mitigation strategies.

## **RECOMMENDATION(S)**

### **CHIEF ADMINISTRATIVE OFFICER**

Per Administrative Code 470, authorize the Director, Health and Human Services Agency, Aging & Independence Services and Acting Director, Office of Emergency Services for out-of-country travel to Japan to participate in the Japan Center for International Exchange one-week learning tour scheduled for **November 29 through December 6, 2025**.

## **EQUITY IMPACT STATEMENT**

Continuing to support those most disproportionately affected by social isolation, disasters, and emergencies is a priority for the County of San Diego (County). Building on ongoing cross-departmental and community collaboration, and the priorities outlined in the Aging Roadmap, County staff continue to seek innovative ways to address the needs of the most vulnerable populations. Participation in this one-week learning tour will benefit older adults, persons with disabilities, caregivers, and their families by facilitating the exchange of knowledge on successes, challenges, and lessons learned related to disaster preparedness and response, and reducing social isolation.

## **SUSTAINABILITY IMPACT STATEMENT**

Approving today's recommendation for out-of-country travel to Japan for County of San Diego (County) representatives to participate in the Japan Center for International Exchange one-week learning tour supports the County's Sustainability Goal #2 to provide just and equitable access to County services, and Sustainability Goal #4 to promote health and well-being. This learning tour provides a unique opportunity for County leaders to strengthen strategies and expand knowledge that will support older adults, people with disabilities, caregivers, and their families, particularly in the areas of disasters preparedness, emergency response, and reducing social isolation.

## **FISCAL IMPACT**

There is no fiscal impact associated with the proposed action. Travel expenses, including airfare, accommodations, and related program expenses will be covered by the Japan Center for International Exchange. County of San Diego Representatives will receive regular salary and benefits, and no overtime will be incurred as a result of this trip. There will be no change in net general fund costs and no additional staff years.

## **BUSINESS IMPACT STATEMENT**

N/A

## **ADVISORY BOARD STATEMENT**

**SUBJECT:** APPROVE OUT-OF-COUNTRY TRAVEL FOR COUNTY OF SAN DIEGO REPRESENTATIVES TO PARTICIPATE IN THE JAPAN CENTER FOR INTERNATIONAL EXCHANGE US-JAPAN PROGRAM ON HEALTHY AND RESILIENT AGING (DISTRICTS: ALL)

The Aging & Independence Services Advisory Council's Executive and Membership Subcommittee reviewed this item at their regular meeting on September 30, 2025, and recommended [REDACTED].

## **BACKGROUND**

According to population estimates from San Diego Association of Governments, of the nearly 3.3 million people currently residing in San Diego County, approximately 710,000 are adults aged 60 years and older. By 2029, this number is expected to increase to more than 824,500.

In 2016, the County of San Diego (County) joined the AARP Network of Age-Friendly Communities, affirming its commitment to creating livable communities for people of all ages. Building on this foundation, the County developed the Aging Roadmap at the direction of the San Diego County Board of Supervisors (Board) on September 24, 2019 (4). The Aging Roadmap is a comprehensive framework for policies, programs, and initiatives that equitably support the needs and leverage the contributions of the growing population of older adults in the region.

As presented to the Board on September 30, 2025 (2), 2 of the 10 priority areas within the Aging Roadmap, Social Participation and Preparedness, focus on vital priorities for older adults, persons with disabilities, caregivers, and their families. Social Participation focuses on a range of social and community engagement opportunities for older adults that promote active living, reducing isolation, and providing enriching experiences across all age groups and generations. Preparedness focuses on preparing older adults, people with disabilities, caregivers, and people with other access and functional needs for safety during times of disaster and emergencies.

Recognizing the County's comprehensive approach and innovative work within the Aging Roadmap and age-friendly programs, the Japan Center for International Exchange (JCIE), in partnership with AARP, invited County leadership and local community partners to participate in a week-long learning tour scheduled for early December 2025. The goal of the tour is to foster collaboration and information-sharing on addressing common issues facing aging societies – particularly disaster preparedness and response, and social isolation – which align with Aging Roadmap priorities. Additionally, this opportunity will be sponsored by JCIE at no cost to the County, with all travel, lodging, and program costs covered by JCIE.

Japan provides a unique setting for this exchange. According to the JCIE, more than 28% of residents in Japan are aged 65 or older, making it one of the most rapidly aging regions in the Asia-Pacific. Recognizing parallels with the United States, JCIE created the US-Japan Healthy & Resilient Aging program to foster collaboration on aging issues and engage policymakers, service providers, and researchers in dialogues that generate innovative, sustainable solutions and spark future collaboration.

The one-week tour will include meetings with Japanese policymakers, local leaders, service providers, and researchers, as well as site visits to communities implementing forward-thinking, age-friendly practices. These site visits will allow County representatives to observe community-based approaches first-hand, build stronger peer-to-peer relationships, and engage in deeper, more

**SUBJECT:** APPROVE OUT-OF-COUNTRY TRAVEL FOR COUNTY OF SAN DIEGO REPRESENTATIVES TO PARTICIPATE IN THE JAPAN CENTER FOR INTERNATIONAL EXCHANGE US-JAPAN PROGRAM ON HEALTHY AND RESILIENT AGING (DISTRICTS: ALL)

productive discussions than would not be possible in a virtual format. Therefore, in-person attendance is critical. The JCIE has emphasized that in-person participation is essential to maximize the value of this exchange and strengthen long-term collaboration between San Diego County and Japanese counterparts.

Participating in this tour will provide invaluable insights and best practices that can inform and enhance the County's ongoing efforts to create age-friendly programs, services, and systems. As a next step, JCIE will coordinate a return visit in 2026, during which a delegation of Japanese leaders will travel to San Diego County. County staff will support site visit planning and coordination for the delegation, further strengthening international collaboration and creating an opportunity to showcase the County's age-friendly initiatives.

Today's action requests the San Diego County Board of Supervisors authorize out-of-country travel, in accordance with Board Policy D-7, *Out-of-County Business and Related Guidelines and Processes*, and Administrative Code section 470, for the Director of Health and Human Services Agency, Aging & Independence Services, and the Acting Director of the County Office of Emergency Services to attend the JCIE one-week learning tour in Japan.

#### **LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN**

Today's proposed action supports the County of San Diego's 2025-30 Strategic Plan Initiatives of Sustainability (Resiliency), Equity (Health), and Community (Quality of Life), and the regional *Live Well San Diego* vision by enhancing knowledge and mitigation strategies related to disaster preparedness and response, and social isolation in support of older adults and persons with disabilities.

Respectfully submitted,

USE "INSERT PICTURE"  
FUNCTION TO INSERT  
SIGNATURE

EBONY N. SHELTON  
Chief Administrative Officer

#### **ATTACHMENT(S)**

N/A

## AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2025 – 2028

**COUNCIL FOCUS:** Use or gain expertise to identify, project, and anticipate needs and trends, and advise on AIS operational actions to address the needs of older adults and persons with disabilities.







**AGING ROADMAP:** County of San Diego’s [regional plan](#) that is implemented and organized by 10 focus areas that collectively represent the County’s comprehensive system of care, including both person-centered and community-wide efforts. Roadmap focus areas are as follows and identified throughout the Council’s Goals:








### GOALS 2025 – 2028

#	Goal	Timeline	Lead	Measure	Outcome	Status
1	<p>Advise on Area Plan updates for FY 2025-2026.</p>	Feb – May 2025	Ad Hoc Area Plan Subcommittee	<ul style="list-style-type: none"> <li>Meeting date(s)</li> <li>Discussion</li> <li>Vote and authorization of Council Chair to sign letter of transmittal</li> </ul>	<ul style="list-style-type: none"> <li>Ad Hoc Area Plan Subcommittee met on 3/27/25.</li> <li>Area Plan public hearing comment and consideration of acceptance during Advisory Council meeting on 4/14/25.</li> <li>Discussion included: Area Plan 2025-2026 updates and process and content of the Area Plan. The Ad Hoc Subcommittee recommends continued consultation, input, and monitoring of progress from the Advisory Council.</li> <li>Authorization passed with 20 votes on 4/14/25.</li> </ul>	Completed

## AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2025 – 2028







1a	Advise on Area Plan updates for FY 2026-2027. 	Feb – May 2026	Ad Hoc Area Plan Subcommittee	<ul style="list-style-type: none"> <li>Meeting date(s)</li> <li>Discussion</li> <li>Vote and authorization of Council Chair to sign letter of transmittal</li> </ul>	<ul style="list-style-type: none"> <li>Discussion included:</li> </ul>	Not yet started
2	Monitor and plan for services for older adults to meet the needs of the growing population. 	Ongoing	Ad Hoc Area Plan Subcommittee and Advisory Council	<ul style="list-style-type: none"> <li>Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Discussion included:</li> </ul>	In progress
3	Find engaging speakers for the AIS Advisory Council general meetings. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> <li>Speakers</li> </ul>	<ul style="list-style-type: none"> <li>Speakers' topics included:</li> </ul>	In progress
4	Expand participation in appropriate Auxiliary Subcommittees. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> <li>Meeting date(s)</li> <li>Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Auxiliary Subcommittee met on:</li> <li>Discussion included:</li> <li>Authorization passed:</li> </ul>	In progress
5	Participate in appropriate Ancillary Subcommittees. 	Ongoing	Advisory Council	<ul style="list-style-type: none"> <li>Meeting date(s)</li> <li>Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Ancillary Subcommittee met on:</li> <li>Discussion included:</li> <li>Authorization passed:</li> </ul>	In progress
6	Research and make recommendations for priority areas to support economic security amongst older adults in San Diego County. 	Ongoing	Affordability in Aging Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> <li>Discussion</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but are not limited to, affordable housing for older adults, transportation for older adults, healthcare programs for older adults, and financial supplemental programs for older adults.</li> </ul>	In progress

## AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2025 – 2028




7	Research and make recommendations for priority areas of healthcare and hospital community systems for older adults. 	Ongoing	Healthy Aging Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but are not limited to, neurodegenerative diseases of AD, PD, FTD, Dementia, polypharmacy, and life planning to increase awareness and education within the health care providers' community.</li> </ul>	In progress
8	Review how older adults who have the greatest economic or social need are made aware of and utilize nutrition services including CalFresh benefits. 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but not limited to, review of nutrition resources and education through the AIS website, California Association of Food Banks, California Department of Food and Agriculture, and printed materials.</li> <li>Examine the barriers to CalFresh benefit enrollment with online and phone applications, and how enrollment assistance is promoted through navigation support.</li> </ul>	In progress
9	Review the research and implementation efforts of local and national 'food as medicine' initiatives that focus on the integration of food for disease prevention and management. 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but not limited to, enhancing nutritional quality through increased fruit and vegetable consumption and the importance of good nutrition for older adults living with chronic health conditions, and how local health care providers are integrating the 'Food as Medicine' program models for the purpose of reducing food and nutrition insecurity.</li> </ul>	In progress
10	Increase awareness about good oral health and dental treatment options through public insurance benefits. 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but not limited to, the barriers to the utilization of Medi-Cal Dental insurance benefits, the outreach efforts by California Smile, and an annual update with Dr. Whyte, County Chief Dental Officer.</li> </ul>	In progress
11	Identify disease risk and injury reduction strategies to advocate for educational opportunities for older adults. 	Ongoing	Healthy Aging Subcommittee	<ul style="list-style-type: none"> <li>Finding(s)</li> </ul>	<ul style="list-style-type: none"> <li>Topics may include, but are not limited to, cardiac health, diabetes, oral health, hearing and vision loss, care and nutrition, dementia, and neurodegenerative diseases.</li> </ul>	In progress



## AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2025 – 2028

<b>12</b>	Monitor and advise on AIS programs through presentations and site visits. 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Meeting(s) and date(s) attended</li> <li>Topics may include, but not limited to, the outreach activities to the outlying and rural communities where nutrition resources are limited to distant retail businesses.</li> </ul>	In progress
<b>12a</b>	Congregate Meals (Title III C1) and Transportation to Dining Sites (Title III B). Review nutrition education and in-service requirements for congregate sites. 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Meeting(s) and date(s) attended</li> <li>Topics may include, but not limited to, site visits for the purpose of reviewing the social engagement and nutrition education supports and CalFresh outreach.</li> </ul>	In progress
<b>12b</b>	Home-Delivered Meals (Title III C2) 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Meeting(s) and date(s) attended</li> <li>Discussion included:</li> </ul>	In progress
<b>12c</b>	SNAP (Cal Fresh) 	Ongoing	Nutrition Subcommittee	<ul style="list-style-type: none"> <li>Meeting(s) and date(s) attended</li> <li>Topics may include, but not limited to, tracking the proposed California legislation to maintain level of CalFresh benefits if the federal investment is decreased.</li> </ul>	In progress
<b>12d</b>	Older Adult Health Promotion (Feeling Fit, Fall Prevention, etc.) and Healthy Aging in life-long learning. 	Ongoing	Healthy Aging Subcommittee	<ul style="list-style-type: none"> <li>Meeting(s) and date(s) attended</li> <li>Awareness and Promotion of local programs in lifelong learning to support Healthy Aging.</li> </ul>	In progress
<b>13</b>	Monitor pending legislation in all goal areas and participate with respective committees and AIS staff in analysis of legislation. 	Ongoing	Advisory Council and Ad Hoc Legislative Subcommittee	<ul style="list-style-type: none"> <li>Legislation monitored</li> <li>Discussion included:</li> <li>Recommendations:</li> </ul>	In progress

## AGING & INDEPENDENCE SERVICES (AIS) ADVISORY COUNCIL | GOALS 2025 – 2028

14	Attend <i>Live Well San Diego</i> meetings once a quarter, and monitor AIS programs in support of the <i>Live Well San Diego</i> vision. 	Ongoing	Long-Term Care & Ombudsman Facilities	<ul style="list-style-type: none"> <li>• Date(s) of regional meeting(s) attended</li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations for improvement, including assessment of effectiveness or additional resources needed.</li> <li>• Discussion included:</li> </ul>	In progress
15	Advise AIS on legislative proposals and changes related to Skilled Nursing Facilities and Residential Care Facilities for the Elderly. 	Ongoing	Long-Term Care & Ombudsman Facilities	<ul style="list-style-type: none"> <li>• Legislation monitored</li> </ul>	<ul style="list-style-type: none"> <li>• Raise and maintain awareness for the AIS Advisory Council surrounding legislation related to skilled nursing facilities and residential care facilities for the elderly.</li> <li>• Discussion included:</li> </ul>	In progress
16	Monitor and advise AIS on the Ombudsman program standard of operations, goals, performance, and increasing the number of volunteers as well as advise on areas of concern related to long-term care. 	Ongoing	Long-Term Care & Ombudsman Facilities	<ul style="list-style-type: none"> <li>• Meeting(s) and date(s) attended</li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations for improvement, including assessment of effectiveness or additional resources needed.</li> <li>• Discussion included:</li> </ul>	In progress