



*Advisory Council for Aging & Independence Services*  
**EXECUTIVE & MEMBERSHIP SUBCOMMITTEE**

March 25, 2025 | 9:00 a.m.

5560 Overland Ave, John Gaffaney Conference Room, 3rd Floor

*Virtual Participation*

Call in: 1 (619) 343-2539

Meeting ID: 248 050 530 608

Passcode: ZL6HF7T3

Click to [Join Teams Meeting](#)

**AGENDA**

\*(attachment)

1. **Call to Order & Attendance:** Susan Mallett, Chair
  - a. Welcome & Guest/Member Introductions
  - b. Confirmation of Quorum (Quorum = 3)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
  - a. Public Comment/Announcements: Members or non-members
  - b. Approval of February 25, 2025, Meeting Minutes (Action)\*
4. **Membership Business** (Possible Action)
  - a. Current Status – 5 vacancies
  - b. Resignations
  - c. Applicants
    - i. Application Log\*
    - ii. Application Review\*
    - iii. Interviews
  - d. Interested Parties
  - e. Vacancy Log\*
  - f. Actions
    - i. Recommendation to seat applicant(s)
    - ii. Actions regarding term expiration(s)
    - iii. Assign seat(s) for proposed member(s)
  - g. Membership
    - i. Attendance: Monitor/Review Attendance Log\*
    - ii. Ethics Training: 2 upcoming; 4 new members pending
5. **Executive Business**
  - a. Monthly Presentations [see Annual Calendar]\* (Possible Action)
  - b. Standing Subcommittee Status and Appointments (Possible Action)
  - c. Ancillary Subcommittee Status and Appointments (Action)



- d. Auxiliary Subcommittee Status and Appointments (Possible Action)
- e. Ad Hoc Subcommittee Status and Appointments (Possible Action)

- 6. **Other Items**
- 7. **Build April 14<sup>th</sup> Council Meeting Agenda** (Action)\*
- 8. **Next Meeting:** TBD
- 9. **Adjournment**

*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.

Advisory Council for Aging & Independence Services  
**EXECUTIVE & MEMBERSHIP SUBCOMMITTEE**  
February 25, 2025 | 9:00 a.m.

Virtual Participation  
Call in: 1 (619) 343-2539  
Meeting ID: 248 050 530 608  
Passcode: ZL6HF7T3  
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**MINUTES – DRAFT**

Members		Absent Members	Guests
Attendance:	Stephen Huber Susan Mallett Jacqueline Simon Wanda Smith	Shirley King	
	Staff		
	Samantha Hasler		
Item	Outcome		
1. Call to Order & Attendance	<b>Susan Mallett, Chair, called the meeting to order at 9:03 a.m.</b> a. Welcome & Guest/Member Introductions b. Confirmation of Quorum (quorum is 3): 4 members present.		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.	None.		
3. Standard Business	a. Public Comments/Announcements: N/A b. Approval of January 28, 2025, Meeting Minutes: <b>[M/S – S. Huber / W. Smith (Passed with 3 votes, 1 abstained.)]</b>		
4. Membership Business	a. Current Status – 6 vacancies. The committee discussed vacancies, recruitment, and seat terms. b. Resignations – N/A c. Applicants <ul style="list-style-type: none"> <li>i. Application Log* – The subcommittee reviewed this log and discussed recruitment efforts.</li> <li>ii. Application Review – The subcommittee reviewed and discussed applications.</li> <li>iii. Interviews</li> </ul> d. Interested Parties – Individuals that have submitted an application will be encouraged to continue attending meetings. e. Vacancy Log* <ul style="list-style-type: none"> <li>• Supervisor-Appointed Seat Vacancies: 5</li> <li>• Council-Appointed Seat Vacancies: 1</li> </ul> f. Actions <ul style="list-style-type: none"> <li>i. Recommendations to seat applicant(s): N/A</li> <li>ii. Actions regarding term expiration(s): N/A</li> <li>iii. Assign seat(s) for proposed member(s): N/A</li> </ul> g. Membership <ul style="list-style-type: none"> <li>i. Attendance: Monitor/Review Attendance Log*</li> <li>ii. Ethics Training: 2 upcoming; 3 new members pending</li> </ul>		
5. Executive Business	a. Monthly Presentations [see Annual Calendar]* (Possible Action) b. Standing Subcommittee Status and Appointments (Possible Action) c. Ancillary Subcommittee Status and Appointments (Possible Action) d. Auxiliary Subcommittee Status and Appointments (Action) <ul style="list-style-type: none"> <li>• Convene Budget Ad Hoc Subcommittee: <b>[M/S – S. Mallett / J. Simon: Unanimous]</b></li> </ul>		
6. Other Items			

7. Build February 10 <sup>th</sup> Council Meeting Agenda	The March 10 <sup>th</sup> agenda was prepared: <b>[M/S – S. Huber / W. Smith: Unanimous]</b>
8. Next Meeting	The next meeting will be on March 25, 2025, at 9:00 a.m.
9. Adjournment	Meeting adjourned at 10:00 a.m.

# AIS Advisory Council

APPLICATION LOG

March 25, 2025

Applicant Name	Dates						Comments	Endorsed by Subcommittee	Subcommittee Involvement	Age > 60	(To Be) Seated	To Clerk of the Board
	App. Received	Region/ District	Meeting Attended	Meeting Attended	Interviewed	Follow-up						
Alioto, Antoinette	3/19/25	North / 5	2/10/25									
Brown, Kimberly	9/19/24	Central / 1	12/9/24	1/13/25	1/28/25							
Colburn-Hargis, Paige	1/22/25	North / 3	2/10/25	3/10/25			Supervisor appointed	1/28/25				
Coulburn, Shelia	1/21/25	North / 2	2/10/25							Yes		
Delbruegge, Matthew	12/30/24	East / 2	3/10/25									
Graham, Sondra	9/28/24	North / 5										
Guillen, Anita	9/16/24	South / 4										
Hall, Michael	8/26/24	Central / 2	9/9/24	10/14/24			Application withdrawn					
Jones, Rhys	2/26/25	South / 1	3/10/25							Yes		
Leggett, Dennis	10/2/24	East / 4	9/9/24	10/14/24	11/25/24			1/8/25				
Lochner, Michael	10/22/24	Central / 4	9/9/24	10/14/24	1/8/25			1/8/25				
Richardson, Angelique	1/21/25	North / 3	3/10/25									
Rugama Inocente, Rose	10/16/24	South / 1	10/14/24	11/18/24	1/8/25		Application withdrawn					
Vashishtha, Devesh	2/5/25	Central / 3										
Vidal, Prizila	9/19/24	Central / 4										
Whittaker, Cristin	9/23/24	East / 2	2/10/25	3/10/25	3/25/25							



## COUNTY OF SAN DIEGO

### APPLICATION FOR COUNTY OF SAN DIEGO BOARD, COMMISSION, OR COMMITTEE

**INSTRUCTIONS:** Please complete this form in its entirety. Be sure to include the full title of the Board, Commission or Committee for which you desire consideration. Note the additional requirements listed at the bottom of the second page.

(For Official Use Only)

**Please note that this application is a public record subject to disclosure.** This application will be active for a period of one year. After one year, it is necessary to file a new application for another year of eligibility.

Submit the completed application to the Clerk of the Board of Supervisors, BCC Desk, 1600 Pacific Highway, Room 402, San Diego, CA 92101-2471 or via e-mail at [bcc@sdcounty.ca.gov](mailto:bcc@sdcounty.ca.gov)

Whittaker	Cristin
_____ Last Name	_____ First Name
Aging & Independence Services, Advisory Council	District 2
_____ Name of Board, Committee, or Commission to Which You are Applying for Membership	_____ Supervisory District You Live In

**County boards, commissions, and committees meet at times mutually satisfactory to the members. Day meetings are more common than evening meetings. Will you be able to schedule your time accordingly?** ☒ Yes ☐ No

\_\_\_\_\_  
Please list any time restrictions

#### What are your principal areas of interest in County Government?

I would like to use my 30 years of knowledge in seniors and senior living, to help advocate for them to get the services they need in order to age in place with grace and dignity for as long as they are able

#### List all County Boards, Commissions or Committees of which you are a current member.

Not a current member ☒

\_\_\_\_\_  
Committee Name

\_\_\_\_\_  
Date Appointed

_____	_____
_____	_____
_____	_____

#### List past County appointments with dates served, and other past or present community or public service appointments.

Not a current member ☒

\_\_\_\_\_  
Committee/Organization Name

\_\_\_\_\_  
Dates Served

_____	_____
_____	_____

## STATEMENT OF OCCUPATIONAL EXPERIENCE

Covenant Living at Mount Miguel

*Current Employer*

Healthcare Administrator

5 years

*Job Title*

*Length of Employment*

### Previous Employers

### Position Title

### Length of Employment

Palomar Heights Post Acute Rehab

Healthcare Administrator

6 years

Chase Care Center

Healthcare Administrator

2

Community Care Center

Healthcare Administrator

7

Community Care Center

Medical Social

8

Worker/Discharge Planner

### What experience or special knowledge can you bring to your area(s) of interest?

I have over 30 years of working in the skilled nursing and retirement environments. I am passionate about seniors and helping them to be able to age in place as long as they are able to

### Please list community organizations to which you belong:

LeadingAge CA, San Diego and State Chapter, San Diego Chapter Member of CAHF (California Advocate for Health Facilities), American College of Healthcare Administrator Fellow (ACHCA), LeadingAge California Fellow and a board member on their Service Excellence Committee, their Policy Cabinet and their CCRC board.

### Please describe your ethnic origin:

WHITE (not of Hispanic Origin): All persons having origins in any of the original peoples of Europe

**NOTE:** Candidates for the Assessment Appeals Board, County Hearing Officer, Eye Gnat Abatement

Appeals Board, Fly Abatement and Appeals Board and/or Planning Commission, are required to submit evidence of their qualifications and a Statement of Incompatible Activities Related to County Duties (Form 519) that can be found on the Clerk of the Board's website at: [www.sandiegocounty.gov/content/sdc/cob/forms.html](http://www.sandiegocounty.gov/content/sdc/cob/forms.html). Candidates may be asked to provide additional information.

Membership qualifications for all County Boards, Commissions and Committees may be accessed through the Clerk of the Board's website at [www.sandiegocounty.gov/cob/bcac/](http://www.sandiegocounty.gov/cob/bcac/) or by calling (619) 531-5600. This Application will be considered complete when such requirements are provided by the applicant.

By signing below, I declare that the information provided above is accurate and complete to the best of my knowledge.

Cristin Whittaker

9/23/2024

Applicant's Signature

Date



# Vacancy Log <sup>+</sup>

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March 25, 2025

❖ **Current Vacancies: 5**

❖ **Vacancies: Board of Supervisors-appointed Seats: 4**

*May be filled 14 days after posting if vacant prior to end of Supervisor's term*

- 1) Seat #1 (1/6/25)
- 2) Seat #2 (1/6/25)
- 3) Seat #9 (1/4/27)
- 4) Seat #10 (1/4/27)

❖ **Vacancies: Council-appointed Seats: 1**

*May be filled 14 days after posting if vacant prior to terming out*

- 1) Seat #13 (2/13/27)

❖ **Pending Term Expiration: 1**

- Seat #16 Elaine Lewis (5/13/25)

❖ **Pending Council Action: None**

❖ **Pending Board of Supervisors/Clerk of the Board Action: None**

\*Occupied by current appointee until a reappointment or replacement is made.

+ Dates in parenthesis are seat term expiration dates

# AIS Advisory Council Attendance

2024-25

Name	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Bishop, Sabrina*	✓	A	✓	✓	A	✓	✓						Bishop, S.
Brown, Kimberly							✓						Brown, K.
Colburn-Hargis, Paige*													Colburn-Hargis, P.
Detsky-Weil, Faye	✓	✓	✓	✓	✓	A	✓						Detsky-Weil, F.
Huber, Stephen	✓	✓	✓	✓	✓	✓	✓						Huber, S.
Kagan, Ted	✓	✓	✓	✓	A	✓	✓						Kagan, T.
Kerr, Mina	✓	✓	A	✓	✓	✓	✓						Kerr, M.
King, Shirley*	✓	✓	✓	✓	✓	✓	A						King, S.
Leggett, Dennis						✓	✓						Leggett, D.
Lewis, Elaine	✓	✓	✓	✓	✓	✓	✓						Lewis, E.
Lochner, Mikie						✓	A						Lochner, M.
Mallett, Susan	✓	✓	✓	✓	✓	✓	A						Mallett, S.
Martinez, Silvia	✓	✓	✓	A	✓	✓	✓						Martinez, S.
McNamara, Dan	✓	A	✓	✓	✓	✓	✓						McNamara, D.
Milroy, David*	✓	✓	✓	✓	✓	✓	A						Milroy, D.
Monarrez, Paul	A	✓	✓	A	✓	V	✓						Monarrez, P.
Mulvey, Bradlyn	✓	✓	✓	✓	✓	✓	✓						Mulvey, B.
Nocon, Molly*	A	✓	✓	✓	✓	✓	✓						Nocon, M.
Patterson, Taryn	✓	✓	✓	✓	✓	✓	A						Patterson, T.
Phillips, Maureen*					✓	✓	A						Phillips, M.
Simon, Jacqueline	✓	✓	✓	A	✓	✓	✓						Simon, J.
Sirisakorn, Smith	✓	✓	V	A	✓	✓	✓						Sirisakorn, S.
Smith, Wanda	A	✓	✓	A	W	✓	✓						Smith, W.
Spiering, Richard	✓	A	A	✓	✓	V	✓						Spiering, R.
Stensberg, Kristine	A	✓	✓	A	✓	✓	A						Stensberg, K.

\* Supervisor Appointee

✓	Present for Advisory Council Meeting
A	Absent
V	Virtual Participation (AB 2449)
W	Waive

# AIS Advisory Council

## ANNUAL CALENDAR - COUNCIL FY 2024-25

MONTH	GUESTS/ACTIVITIES	AIS TOPICS	COUNCIL BUSINESS	
			Date Sensitive	Authority*
<b>SEPTEMBER</b> (9/9/24) Fall Prevention World Alzheimer's  <b>ANNUAL MEETING</b> BL 6(E)(4)	HOMELESS SOLUTIONS AND EQUITABLE COMMUNITIES		❖ SWEAR-IN OFFICERS	IIIa 82.5(b) BL 4(A)(3)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIIa 82.16
			=> ADOPT ANNUAL SUBCOMMITTEES	BL 5(C)(2)(a)
			=> COUNCIL GOALS: Review Draft	A-74(E)(4)
			=> SUBCOMMITTEE CHAIR ANNUAL TRAINING	BL 5(C)(2)(a)
<b>OCTOBER</b> (10/14/24)	SARSIS	AGING ROADMAP ANNUAL REPORT	=> ADOPT COUNCIL GOALS	A-74(E)(4)
<b>NOVEMBER</b> (11/18/24) National Family Caregiver	SOUTHERN CAREGIVER RESOURCE CENTER	RETIRED AND SENIOR VOLUNTEER PROGRAM/SENIOR VOLUNTEER IN ACTION	• CSL CAUCUS REPORT: Sacramento	WIC 9302
<b>DECEMBER</b> (12/9/24)	LIVE WELL SAN DIEGO ANNUAL RPT/INDICATORS	OMBUDSMAN ANNUAL REPORT		CDA PM 13-04, III (C)
<b>JANUARY</b> (1/13/25)	OFFICE OF EMERGENCY SERVICES	PUBLIC HEALTH NURSE TEAM		
<b>FEBRUARY</b> (2/10/25)		IN-HOME SUPPORTIVE SERVICES	➤ APPOINT AREA PLAN SUCOMM.	BL 5(C)(3)
		HOME HAZARD REMOVAL PROGRAM/DIGNITY AT HOME FALL PREVENTION		
<b>MARCH</b> (3/10/25)	JEWISH FAMILY SERVICE OF SAN DIEGO	CALAIM	✓ APPOINT BUDGET SUBCOMM.	
<b>APRIL</b> (4/14/25)		HEALTH & COMMUNITY ENGAGEMENT TEAM	➤ AREA PLAN PUBLIC HEARING (25-26 Annual Update)	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
<b>MAY</b> (5/12/25) Older Americans	HHSA BUDGET PRESENTATION per A-74(c)(8)	MULTIPURPOSE SENIOR SERVICES PROGRAM	⊕ APPOINT LEGISLATIVE SUBCOMM. APPOINT NOMINATING SUBCOMM.	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION <i>Next CSL Full Term Election: 2026</i>	WIC 9302
<b>JUNE</b> (6/9/25) World Elder Abuse Awareness Alzheimer's & Brain Awareness June 30 - County FY ends		ADVISORY COUNCIL STRATEGIC PLANNING	❖ DECLARE OFFICER NOMINATIONS	BL 4(A)(2)(b)
			=> COUNCIL GOALS: Report Status	A-74(E)(4)
			=> COUNCIL STRATEGIC PLANNING	N/A
			=> SUBCOMMITTEE GOALS 25-26 Discuss/develop in subcommittee mtgs	
				IIIa 82.12 BL 3(C)(2)
<b>JULY</b> (7/14/25)  July 1 - County FY begins		ADULT PROTECTIVE SERVICES TEAM	⊕ COUNCIL: Leg. Policy Guidelines– conclude review, forward proposals	BL 5(C)(3)
			❖ ELECT OFFICERS	IIIa 82.5(a) BL 4(A)(3)
			=> EXEC/MEMBERSHIP SUBCOMM.	BL 5(C)(1)(a)
			Officer Transition & Brown Act	N/A
			Draft Annual Calendar	BL 5(C)(1)(a)(v)
			Draft Annual Report	IIIa 82.16 BL 1(B)(6)
			Draft Annual Goals	A-74(E)(4)
			Propose Subcommittees	BL 5(C)(2)(a)
<b>AUGUST</b> (no mtg.)				



## *Advisory Council for Aging & Independence Services*

April 14, 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 – DRAFT**

\* (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 March 10, 2025, Meeting Minutes (Action)\*
4. **Area Plan Update 2025-2026**
  - a. Presentation & Discussion
  - b. Public Hearing Comment
  - c. Consideration of Acceptance
  - d. Authorize Chair of Advisory Council to sign Letter of Transmittal (Action)\*
5. **AIS Director's Items** (Possible action)
  - a. AIS Director's Update
  - b. Board Letter: AIS Fiscal Year 25/26 Revenue (Action)\*
6. **Guest Speaker**
  - a. Aging & Independence Services, Health and Community Engagement Team
7. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
  - a. Chair's Report: Susan Mallett, Chair
    - i. Subcommittee Appointments and Updates
      - a) LTC Ombudsman/Facilities Subcommittee - Appoint Elaine Lewis to Chair (Action)
      - b) Affordability in Aging Subcommittee - Appoint Dennis Leggett (Action)
  - b. Membership Report: Jacqueline Simon, Secretary



- c. Board of Supervisors Annual Visits (Dates posted as confirmed):
- |                                    |                       |            |
|------------------------------------|-----------------------|------------|
| i. District #1: Vacant             | [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]       |            |

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

- LTC Ombudsman/Facilities (met XX/XX/XX): Elaine Lewis, Chair
- Healthy Aging (met XX/XX/XX): Wanda Smith, Chair
- Affordability in Aging (met XX/XX/XX): David Milroy, Chair
- Nutrition (met XX/XX/XX): Shirley King, Chair

9. **Other Announcements**

10. **Adjournment & Next Meetings:**

Meetings are held at 5560 Overland Ave, 3<sup>rd</sup> Floor, Joaquin Anguera Room, San Diego, 92123  
Virtual meeting details are included on agendas at [www.aging.sandiegocounty.gov/AISAdvisoryCouncil](http://www.aging.sandiegocounty.gov/AISAdvisoryCouncil)

**Council Meeting:** May 12, 2025, 12 noon

**Future Subcommittee Meetings:**

- |                             |          |            |
|-----------------------------|----------|------------|
| ➤ LTC Ombudsman/Facilities: | XX/XX/XX | 10:30 a.m. |
| ➤ Executive & Membership:   | XX/XX/XX | 9:00 a.m.  |
| ➤ Nutrition:                | XX/XX/XX | 1:00 p.m.  |
| ➤ Healthy Aging:            | XX/XX/XX | 2:15 p.m.  |
| ➤ Affordability in Aging:   | XX/XX/XX | 10:30 a.m. |

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