



**Advisory Council for Aging & Independence Services  
LTC Ombudsman and Facilities Subcommittee**

February 26, 2024 | 11:30 a.m.

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

*Virtual Participation*

Call in: (669) 900-9128

Meeting ID: 824 8650 7295

Passcode: 162815

Click here to [Join Zoom Meeting](#)

**AGENDA**

\*Attachment

1. **Call to Order:** Dan McNamara, Chair
  - a. Welcome & Guest/Member Introductions
  - b. Confirmation of quorum (quorum = 2)
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 January 29, 2024 Meeting Minutes (Action)\*
4. **General Discussion:**
  - a. Discussion on LTCOF Volunteer Intake Process
  - b. Increasing Membership on LTCOF Committee
  - c. Scheduling a Joint Meeting with the Housing Subcommittee
5. **Next Meeting:** March 18, 2024 at 11:30 a.m.
6. **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

**LTCOF**

(Subcommittee Name)

\_\_1/29/24\_\_ | \_\_1130\_\_

Date Time

5560 Overland Ave, Suite 310, San Diego, CA 92123

**MINUTES**

<b>Members</b>		<b>Absent Members</b>	<b>Guests</b>
Attendance:	Elaine Lewis Dan McNamara		Bradlyn Mulvey
<b>Staff</b>			
Sunita Upchurch and Brittney Willis; LTCOF Program Staff			
<b>Item</b>	<b>Outcome</b>		
1. Call to Order	<b>__Dan McNamara__</b> , Chair, called meeting to order at: <b>_1135_</b> a. Welcome & Guest/Member Introductions b. Confirmation of Quorum		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member			
3. Standard Business	a. Public Comments/Announcements: Members or non-members: b. Approval of (insert date) Meeting Minutes (Action) <b>Motion __Elaine Lewis__ / Second __Dan McNamara__</b> <b>Aye:2</b> <b>Nay: 0</b> <b>Abstain:0</b>		
Names are noted when vote is not unanimous			
4. General Discussion	<ol style="list-style-type: none"> <li>1. Review updated goals- The group went through the goals with the visitors to identify which goals align most with the LTCOF program. A discussion was held on volunteers and removing home health verbiage from LT2.</li> <li>2. White paper preparations- This discussion was placed on hold pending more investigation into the needs of the LTCOF program.</li> <li>3. Increasing membership on LTCOF Committee- The group discussed continued offers of recruitment at the general meeting</li> <li>4. 2024 Possible joint meetings with Housing- The group was in favor for larger meetings that would be education as joint meetings but to stick to independent meetings to discuss progress on committee items.</li> <li>5. A discussion was held between LTCOF personnel and the subcommittee on barriers to gaining new volunteers. The consensus was that the intake, training, and fit testing process was the largest barrier.</li> </ol>		
5. Next Meeting	Date: 2/26 Time: 11:30 a.m. Location: 5560 Overland Ave, Suite 310, San Diego, CA 92123		
6. Adjournment	1235		

Respectfully submitted by Dan McNamara LTCOF Chair