



LIVE WELL
SAN DIEGO

Advisory Council for Aging & Independence Services

February 14, 2022 | 12:00 p.m.

Virtual Meeting

Call in: 1 (669) 900-9128

Meeting ID (access code): 992 5390 3588

Passcode: 251412

Click here to [Join Zoom Meeting](#)

AGENDA

* (attachment)

1. **Call to Order:** John Osborne, Chair
 - a. Welcome & Pledge of Allegiance
 - b. Guest/Member Introductions
 - c. Confirmation of Quorum (quorum = 11)
2. **Continuance of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)** (Action)
3. **Standard Business**
 - a. Public Comment/Announcements: Members or non-members
 - b. Approval of January 10, 2022 Meeting Minutes (Action)*
4. **Guest Speakers**
 - a. California Department of Aging, Office of the State Long-Term Care Ombudsman
Blanca Castro, State Long-Term Care Ombudsman
Eden Rosales, Deputy State Long-Term Care Ombudsman
Jill Hernandez, Program Manager
 - b. In-Home Supportive Services Program Overview
Julie Lara, IHSS Social Work Supervisor
5. **AIS Director's Items** (Possible action)
 - a. Board Letters (Action)
 - i. Competitive Solicitation for Nutrition Services*
 - b. AIS Director's Update
 - c. Legislative Update
6. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
 - a. Chair's Report: John Osborne, Chair
 - i. Subcommittee Appointments and Updates
 - a) Long-Term Care Ombudsman and Facilities Subcommittee
 - Appointment of Chris Maeoka (Action)



- b) Convene the Budget Ad Hoc Subcommittee (Action)
 - Role: Review the AIS Fiscal Year (FY) 22/23 Budget Build and provide input into the AIS FY 22/23 Budget presentation.
 - Term: February 14, 2022 through the presentation of the AIS FY 22/23 Budget.
 - Membership: Chris Maeoka (Chair), LaRue Fields, Stephen Huber, Paul Ling, Jacqueline Simon, Wanda Smith, and Thomas Splitberger

b. Membership Report: Susan Mallett, Secretary

c. Board of Supervisors Annual Visits (Dates posted as confirmed):

- i. District #1: Vargas [Garbanzos/Larkins] 11/18/2021
- ii. District #2: Anderson [Splitgerber/Nocon] 8/24/2021
- iii. District #3: Lawson-Remer [King/Osborne] 1/24/2022
- iv. District #4: Fletcher [Villafana/Flynn] 1/5/2022
- v. District #5: Desmond [Simon/Weber] 1/14/2021

7. Ancillary Subcommittee Oral Reports (Possible action)

- a. LTC Ombudsman/Facilities (met 1/27/22): Joe Garbanzos, Chair
- b. Healthy Aging (met 2/3/22): Wanda Smith, Chair
- c. Housing (met 2/3/22): Paul Ling, Chair
- d. Nutrition (met 2/1/22): Susan Mallett, Chair

8. Auxiliary Liaison Written Reports {See Addendum}*

9. Other Announcements

- a. California Senior Legislature (CSL) Elections*
- b. Annual Calendar*

10. Adjournment & Next Meetings:

When in-person, meetings are held at 5560 Overland Ave. Ste. 310, San Diego, 92123

Virtual meeting details are included on agendas at [Advisory Council \(sandiegocounty.gov\)](http://sandiegocounty.gov)

Council Meeting: March 14, 2022, 12 noon

Future Subcommittee Meetings:

- LTC Ombudsman/Facilities: 2/17/22 10:30 a.m. [3rd Thursdays] Virtual
- Executive & Membership: 2/22/22 10:30 a.m. [4th Tuesdays] Virtual
- Nutrition: 3/1/22 1:00 p.m. [1st Tuesdays] Virtual
- Healthy Aging: 3/3/22 10:00 a.m. [1st Thursdays] Virtual
- Housing: 3/3/22 12:00 p.m. [1st Thursdays] Virtual

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, January 10, 2022 | 12:00pm – 2:00pm
Call in: 1 (669) 900-9128
Meeting ID (access code): 992 5390 3588 | Passcode: 251412

MINUTES – DRAFT

Members			Absent Members	Guests
Attendance	Judi Bonilla Faye Detsky-Weil La Rue Fields Monica Flynn Joe Garbanzos Stephen Huber Shirley King Ethel Larkins Paul Ling Chris Maeoka	Susan Mallett Bradlyn Mulvey Molly Nocon John Osborne Jacqueline Simon Wanda Smith Thomas Splitgerber Lorelei Taylor Luz Villafana Darlene Weber	Morgan Cadmus	Jacqueline Jackson Thomas Johnson (PA) Barbara Morton
	Distinguished Merit Recipients		Staff	
			Kendall Bremner Kim Gallo Samantha Hasler	Jana Jordan Jennifer Sovay Brynn Vale
Item	Outcome			
1. Call to Order	John Osborne, Chair, 12:00pm a. Welcome & Pledge of Allegiance b. Guest/Member Introductions c. Confirmation of Quorum: <u>19 present at this time.</u>			
2. Continuance of Teleconferencing Meeting Option: AB 361	a. Executive Order 29-20, which allowed local or state bodies to participate in meetings remotely, ended on September 30, 2021. Effective October 1, 2021 Assembly Bill (AB) 361 amends government code 54593 to add sub-section e, which allows suspension of general teleconferencing rule if there is a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing. <ul style="list-style-type: none"> On September 23, Dr. Wooten (Public Health Officer) released a health recommendation stating that utilizing teleconferencing options for public meetings is effective and a recommended social distancing measure to facilitate participation in public affairs. AB 361 requires renewal of resolution every 30 days. b. Action to approve renewal resolution to continue to allow Teleconferencing Meeting Option (Action)* [M/S – L. Fields/W. Smith (Passed with 19 votes)]			
3. Standard Business	a. Public Comments/Announcements: Members or non-members: None b. Approval of December 13, 2021 Meeting Minutes (Action)* [M/S – E. Larkins/B. Mulvey (Passed with 20 votes)]			
4. Guest Speakers	a. Annual Brown Act Training, Katherine Hart, Senior Deputy County Counsel Highlights included: <ul style="list-style-type: none"> Purpose of the Brown Act Definition of “Legislative Body” and Types Meetings – Accessibility and Notice Conduct of Meetings Non-Regular Meetings & Teleconference Requirements Permitted Activities Outside of Public Meetings Serial Meetings & Methods Social Media Engagement Brown Act Sanctions 			

5. AIS Director's Items (possible action)	<div>a. Board Letters: None</div> <div>b. AIS Directors Update:<ul style="list-style-type: none">• ARPA Projects<ul style="list-style-type: none">○ K. Gallo updated that the Board has identified several priorities for ARPA funding, and our department has been developing new programs to support these objectives:<ul style="list-style-type: none">- Program to provide safe, accessible and no-cost transportation for older adults- Program to provide in-person and virtual technology instruction to homebound, isolated older adults and adults with disabilities that are current consumers to IHSS as well as their caregivers as appropriate.○ Our program and contracts team are working hard to finalize these projects and hope to release them for competitive procurement in the next couple of months.• Home Safe/Senior Homelessness<ul style="list-style-type: none">○ AIS continues to be committed to reducing senior homelessness. One quarter of San Diego's population experiencing homelessness is age 55 and older.○ Continuing to work through the Home Safe Grant which provides state funding for APS to identify at risk clients of homelessness and connect them with housing navigation services and funds for rapid re-housing.○ Our Age Well Housing Team is working closely with HHSA's Housing and Community Development department, Planning and Development Services, AARP and other community partners to address the housing shortage and availability of affordable housing options.• Environmental Sustainability<ul style="list-style-type: none">○ AIS is taking part in a Board-led effort to make our county more environmentally sustainable, which means conserving natural resources and protecting global ecosystems to support health and wellbeing.</div> <div>c. Legislative Update<ul style="list-style-type: none">• B. Viale reported that on December 7, 2021, the Board adopted our legislative policy and guidelines for the county.</div>															
6. Executive & Membership Subcommittee Report/Other Business (possible action)	<div>a. Chair's Report: John Osborne, Chair<ul style="list-style-type: none">i. Ancillary Subcommittee Appointments:<ul style="list-style-type: none">a) Convene the Area Plan Ad Hoc Subcommittee Healthy Aging Subcommittee (Action)*<div>[M/S – F. Detsky-Weil/C. Maeoka (Passed with 20 votes)]</div></div> <div>b. Membership Report: Susan Mallett, Secretary<ul style="list-style-type: none">• Council has 9 vacancies.• Martha McCarthy submitted her resignation from the Council.• Vacating Seat 11, Paul Monarrez, due to repeated absences.</div> <div>c. Board of Supervisors Annual Visits (Dates posted as confirmed):<table><tr><td>i. District #1: Vargas</td><td>[Garbanzos/Larkins]</td><td>11/18/2021</td></tr><tr><td>ii. District #2: Anderson</td><td>[Splitgerber/Nocon]</td><td>8/24/2021</td></tr><tr><td>iii. District #3: Lawson-Remer</td><td>[King/Osborne]</td><td>3/4/2021</td></tr><tr><td>iv. District #4: Fletcher</td><td>[Villafana/Flynn]</td><td>1/5/2022</td></tr><tr><td>v. District #5: Desmond</td><td>[Simon/Weber]</td><td>1/14/2021</td></tr></table></div>	i. District #1: Vargas	[Garbanzos/Larkins]	11/18/2021	ii. District #2: Anderson	[Splitgerber/Nocon]	8/24/2021	iii. District #3: Lawson-Remer	[King/Osborne]	3/4/2021	iv. District #4: Fletcher	[Villafana/Flynn]	1/5/2022	v. District #5: Desmond	[Simon/Weber]	1/14/2021
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v. District #5: Desmond	[Simon/Weber]	1/14/2021														
7. Ancillary Subcommittee Oral Reports	<div>a. LTC Ombudsman/Facilities (met 12/16/2021): Joe Garbanzos, Chair<ul style="list-style-type: none">• Committee reviewed expectations and goals for 2022.• Still looking to recruit new members.</div> <div>b. Healthy Aging (met 1/6/2022): Wanda Smith, Chair<ul style="list-style-type: none">• Have a draft one-page fact sheet created for Seniors Living Alone in San Diego.</div> <div>c. Housing (met 1/6/2022): Paul Ling, Chair<ul style="list-style-type: none">• Committee is really focusing on homeless seniors with S. King taking lead.• Discussed the relationship between 211 and AIS hotline.</div> <div>d. Nutrition (met 1/4/2022): Susan Mallett, Chair<ul style="list-style-type: none">• Charli Brand, AIS Senior Nutritionist, attended meeting and will continue to attend as a liaison.• Department of Aging changed their Senior Nutrition program name to Older Californians Nutrition Program.</div>															
8. Auxiliary Liaison Written Reports	A report was not provided this month as most committee were dark in December 2021.															
9. Other Announcements	<div>a. California Senior Legislature (CSL) Elections*<ul style="list-style-type: none">• J. Jordan provided an overview of the CSL election process.</div>															

10. Adjournment &
Next Meetings

a. **Meeting adjourned: 1:56 pm**

Council Meeting: February 14, 2022, 12 noon

(When in-person, meetings are held at 5560 Overland Ave., San Diego, 92123. Virtual meeting details will be included in agendas posted online 72 hours before meetings at www.aging.sandiegocounty.gov/AISAdvisoryCouncil.)

Future Subcommittee Meetings

➤ LTC Ombudsman/Facilities	1/20/2022	10:30 am	3 rd Thursdays	Virtual
➤ Executive & Membership	1/24/2022	10:30 am	4 th Mondays	Virtual
➤ Healthy Aging	2/3/2022	10:00 am	1 st Thursdays	Virtual
➤ Housing	2/3/2022	12:00 pm	4 th Thursdays	Virtual
➤ Nutrition	2/1/2022	1:00 pm	1 st Tuesdays	Virtual

Minutes respectfully submitted by Kendall Bremner



COUNTY OF SAN DIEGO

AGENDA ITEM

BOARD OF SUPERVISORS

NORA VARGAS
First District

JOEL ANDERSON
Second District

TERRA LAWSON-REMER
Third District

NATHAN FLETCHER
Fourth District

JIM DESMOND
Fifth District

DATE: March 15, 2022

XX

TO: Board of Supervisors

SUBJECT

**AUTHORIZE COMPETITIVE SOLICITATION FOR NUTRITION SERVICES
(DISTRICTS: ALL)**

OVERVIEW

The County of San Diego (County) Health and Human Services Agency, Aging & Independence Services (AIS) provides a variety of programs serving seniors and persons with disabilities. AIS serves as the region's federally designated Area Agency on Aging (AAA), which provides specific services, including senior nutrition services, funded by the Older Americans Act. The State of California requires the County to submit a four-year Area Plan to the California Department of Aging (CDA) to receive Older Americans Act funds. Senior nutrition services support the goals and objectives established in AIS' 2020-2024 Area Plan which was approved by the San Diego County Board of Supervisors (Board) on July 7, 2020 (7).

AIS contracts with local service providers throughout San Diego County to provide free, nutritionally-sound meals. These home-delivered, congregate and take-home meals are critical to ensure access to healthy, nutritious food, to improve senior food security, and to reduce risk of chronic diseases and isolation. The fourteen existing contracts for nutrition services were awarded through a competitive solicitation authorized by the Board on October 10, 2017 (5) and are scheduled to end on June 30, 2023. Existing contracts serve approximately 1.2 million meals to 6,000 individuals throughout San Diego County. In order to continue these critical services, today's action requests the Board to authorize competitive solicitations for senior nutrition services.

This item supports the County of San Diego'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 ensuring access to nutritionally-sound meals, promoting health and well-being in older adults and people with disabilities, and encouraging self-sufficiency, which together promote a region which is building better health, living safely, and thriving. Additionally, today's action supports the Board's Framework for Our Future, by upholding practices that align with community priorities and improve transparency and trust while maintaining good fiscal management of County resources.

SUBJECT: AUTHORIZE COMPETITIVE SOLICITATION FOR NUTRITION SERVICES (DISTRICTS: ALL)

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

In accordance with Section 401, Article XXIII of the County Administrative Code, authorize the Director, Department of Purchasing and Contracting, to issue a competitive solicitation for senior nutrition services, and upon successful negotiations and determination of a fair and reasonable price, award contracts for a term of one initial year with up to three option years; and to amend the contracts to reflect changes in program, funding or service requirements, subject to the availability of funds and the approval of the Agency Director, Health and Human Services Agency.

EQUITY IMPACT STATEMENT

The recommendation to authorize the release of a competitive solicitation will allow the County to consider proposals from a variety of firms equitably, including small businesses and minority, women and veteran-owned businesses, and provide opportunity to contractors with an adequate portfolio to provide nutrition services.

FISCAL IMPACT

Funds for this request are included in the Fiscal Year 2021-23 Operational Plan for the Health and Human Services Agency. If approved, this request will result in costs and revenue of \$8,493,000 starting in Fiscal Year 2023-2024. The funding sources are the Title III and Nutrition Services Incentive Program (NSIP) of the Older Americans Act. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ADVISORY BOARD STATEMENT

The Aging & Independence Services Advisory Council reviewed this item at their regular meeting on February 14, 2022 and recommended [REDACTED].

BACKGROUND

Through contracts with numerous organizations, the County of San Diego (County) Health and Human Services Agency, Aging & Independence Services (AIS) provides a wide array of services for seniors, caregivers and persons with disabilities. AIS serves as the region's federally designated Area Agency on Aging (AAA), which provides vital services funded by the Older Americans Act. These services are designed to carry out goals and objectives established in the Area Plan, which is a planning document required by the California Department of Aging (CDA) to receive Older Americans Act funds. The Area Plan for the period of 2020-2024 was presented and approved by the San Diego County Board of Supervisors (Board) on July 7, 2020 (7).

The nutrition service system, known locally as the AIS Senior Nutrition Program, provides free, nutritionally-sound meals, nutrition education and referrals to nutrition-related supportive services throughout San Diego County to individuals sixty (60) years old and older, the spouse of an older adult, or a disabled person who lives at home with an older adult. Meals are provided in two settings: congregate (group setting) at senior dining centers and home-delivered meals taken to the senior's home. Congregate nutrition sites are open and accessible to the public, with transportation

SUBJECT: AUTHORIZE COMPETITIVE SOLICITATION FOR NUTRITION SERVICES (DISTRICTS: ALL)

services provided to and from senior dining centers using passenger vans. The COVID-19 pandemic created additional hardships for seniors who are more vulnerable to and at-risk of the COVID-19 virus. Seniors were more likely to stay home in order to prevent exposure to the virus and, as a result, meals were offered to-go or via curbside delivery to minimize in-person contact.

The AIS Senior Nutrition Program serves approximately 1.2 million meals annually to County residents through a network of fourteen contracted partners. The fourteen existing contracts for nutrition services were awarded through a competitive solicitation authorized by the Board on October 10, 2017 (5). Home-delivered, congregate and take-home meals are critical services that the senior community depends on to ensure access to healthy, nutritious food. These services help to improve senior food security, reduce risk of chronic diseases and isolation, and allow individuals to live independently longer.

The AIS Senior Nutrition Program provides services to residents in each region of the county. Through an extensive planning process, AIS developed specific allocations to contractors based on an analysis of the need for services and historical data of service demand. This supports the County's Framework for the Future by supporting the region's most vulnerable communities by addressing food insecurity, improving nutrition, and reducing social isolation. The existing contracts for nutrition services will end on June 30, 2023. Approval of this item will authorize the Director, Department of Purchasing and Contracting to contract with qualified organizations on an ongoing basis, thereby ensuring maximum availability and quality of services throughout San Diego County.

The recommended action supports the continuation of critical programs for seniors and persons with disabilities, which support both the AIS Area Plan and the County's *Live Well San Diego* vision of a region that is building better health, living safely, and thriving.

LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Today's proposed action supports the Building Better Health, Living Safely, and Thriving Initiatives in the County of San Diego's 2021-2026 Strategic Plan and the County's *Live Well San Diego* vision by ensuring vulnerable elderly and disabled populations have access to nutritious food.

Respectfully submitted,

USE "INSERT PICTURE"
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SIGNATURE

HELEN N. ROBBINS-MEYER
Chief Administrative Officer

ATTACHMENT(S)

Click here to enter text.

Auxiliary Liaison Written Reports

CAREGIVER COALITION			
Meets monthly on the second Tuesday 1:00pm – 2:00pm			
COUNCIL CONTACT	Ethel Larkins	TIME PERIOD	January 2022
The Steering Committee presented Caregiver 101 and explained the different committees and their Mission Statement. Member Veva Arroyo announced that she would be stepping down after 14 years but would remain as an active Member at Large. Next meeting will be on February 25 th at 11:00am.			
FALL PREVENTION (FP)			
COUNCIL CONTACT	TBD	TIME PERIOD	
HEALTH PROMOTION (HP)			
COUNCIL CONTACT	TBD	TIME PERIOD	
IHSS ADVISORY COMMITTEE			
Meets monthly on the second Friday 12:45pm – 3:00pm			
COUNCIL CONTACT	LaRue Fields	TIME PERIOD	January 2022
The presenter for January's meeting was Letty Zuno, Executive Director of Access to Independence of San Diego, a non-profit organization focusing on Independent Living Assistance for persons living with disabilities. Access to Independence has a number of programs to assist and support people as they live independently with disabilities (i.e. installing grab bars for bathrooms, assistance with ramps and other mobility concerns.) For more information on Access to Independence of San Diego, visit their website at www.accesstoindpendence.org .			
SVA / RSVP			
COUNCIL CONTACT	TBD	TIME PERIOD	
ECAN			
COUNCIL CONTACT	TBD	TIME PERIOD	
NORCAN			
COUNCIL CONTACT	TBD	TIME PERIOD	
SANDI-CAN			
COUNCIL CONTACT	Monica Flynn	TIME PERIOD	
SoCAN			
COUNCIL CONTACT	TBD	TIME PERIOD	
EAST COUNTY IG COMMUNITY COUNCIL			
COUNCIL CONTACT	TBD	TIME PERIOD	
NORTH COUNTY IG COMMUNITY COUNCIL			
COUNCIL CONTACT	Susan Mallett	TIME PERIOD	
AGE WELL SAN DIEGO – DEMENTIA FRIENDLY			
Meeting schedule TBD			
COUNCIL CONTACT	Wanda Smith	TIME PERIOD	January 2022
Dementia Friendly Age Well 2.0 discussion to look at the broader future of Age Well and what vision might look like. The Age Friendly Film Festival on December 8 th was a success. Love Your Heart event is February 12-20 – remember to get your blood pressure checked!			
AGE WELL SAN DIEGO – HEALTH & COMMUNITY SUPPORT			
Meets on the fourth Friday 1:00pm – 2:30pm (Currently on hold)			
COUNCIL CONTACT	Joe Garbanzos	TIME PERIOD	
AGE WELL SAN DIEGO – HOUSING			
Meets bimonthly on the first Thursday 1:00pm – 2:30pm			
COUNCIL CONTACT	Paul Ling	TIME PERIOD	

AGE WELL SAN DIEGO – SOCIAL PARTICIPATION			
Meets quarterly on the second Wednesday 9:30am – 11:00am			
COUNCIL CONTACT	Susan Mallett	TIME PERIOD	January 2022
The Age Well Theme Teams have begun the planning process for Age Well 2.0 to build on the original Age Well Action Plan and to add new ideas and priorities. Between February and June 2022, monthly meetings will be held to gather input for future focus areas, goals and possible projects.			
AGE WELL SAN DIEGO – TRANSPORTATION			
Meets quarterly on the fourth Wednesday 1:00pm – 2:30pm			
COUNCIL CONTACT	Judi Bonilla	TIME PERIOD	
ALZHEIMER’S CARE ROUNDTABLE			
COUNCIL CONTACT	TBD	TIME PERIOD	
CALIFORNIA SENIOR LEGISLATURE			
COUNCIL CONTACT	Susan Mallett	TIME PERIOD	January 2022
Legislative Committee members and other CSL members, including AIS Advisory Council member Wanda Smith, participated in several virtual “walk the halls” meetings with elected representatives and their staff to promote the CSL Top Ten legislative proposals.			



APPLICATION FOR CSL CANDIDACY

PSA _____ Incumbent ____ New Candidate ____

Name of Candidate _____

Address _____

City & Zip _____

Telephone(s) (Home) _____ (CP) _____

Email _____

My State Senator is: _____ District # _____

My State Assembly member is: _____ District # _____

My Congressional Representative is: _____ District # _____

For the Office of _____ I certify that
(Senior Senator/Senior Assemblymember)

- I am 55 years of age on election day,
- I am a registered voter
- I reside in the Planning and Service Area (PSA) for which the election is held,
- I own a functioning computer and a printer. (Note: Ideally, the printer would be an all in one printer, fax, copier and scanner.)
- I have a personal email account and basic access to and knowledge of how to use email, transmit documents, and open MSOffice and PDF documents,
- I possess the ability to take top senior concerns/issues at local level and draft them into a legislative proposal following a template.
- I have the ability to navigate the Capitol Building in Sacramento as well as my local community.
- I can commute to and from the Capitol Building in the same day.

I agree that all decisions regarding my candidacy, election and/or recall are the responsibility of the CSL JRC and are final and binding.

Signature _____ Date Signed _____

Attach the following documents to this application:

- Resume outlining broad base of experience at the city and county levels on issues dealing with seniors
- Signed Code of Ethics
- Signed Volunteer Agreement and Waiver
- Signed Statement of Commitment

STATEMENT OF COMMITMENT

Responsibilities of Members of the California Senior Legislature

(Note: This is to be signed by the candidate and attached to her or his application.)

As a member of the CSL I:

1. Shall be non-partisan.
2. Shall represent the best interests of state-wide California elderly.
3. Shall express the major concerns of the elderly.
4. Shall speak for the CSL on CSL-approved issues only. Otherwise, shall identify myself as a CSL member expressing own personal views.
5. Shall use only CSL - authorized cards and stationery.
6. Shall identify myself as "Senior Senator" or "Senior Assemblymember" or "Senior Assemblywoman" or "Senior Assemblyman." If given "Emeritus" status one should identify themselves as either "Senior Senator – Emeritus" or "Senior Assemblymember/woman/man – Emeritus".
7. Shall accept the responsibility for submitting at least one proposal every two years.
8. Shall accept the responsibility for attending and participating in all meetings of the Annual Session, except when an extreme emergency arises.
9. Shall develop working relationships in my PSA (Planning and Service Area) with the Area Agency on Aging, the Advisory Council or Commission on Aging and other senior groups and caucuses; and shall routinely attend their meetings and report on CSL activities.
10. Shall develop working relationships with my State and National Legislators and their staffs, particularly with my Legislators' District's staffs.
11. Shall develop and maintain a local legislative advocacy program, keeping up a two-way communication with my constituents.
12. Shall activate letter and phone campaigns to support CSL priority proposals.
13. Shall respond to calls (Alerts) from the Joint Rules Committee (JRC) to write letters, make phone calls, and visit my State Legislators and their District offices on behalf of CSL priority issues.
14. Shall develop and carry out local public relations and publicity for goals established by the CSL.
15. Shall study the Annual Schedule of Suggested Activities and follow this schedule whenever its items are applicable to my local situation.

16. Shall maintain a professional working relationship with all members of CSL as well as with the Area Agency on Aging and the Advisory Council or Commission on Aging.
17. Shall endeavor to raise funds throughout the year in order to meet the funding needs of CSL for travel and reimbursement of expenses of the Annual General Session and for meetings.
18. Shall promote CSL fund-raising activities on a local and statewide level.

As a member of CSL I acknowledge that:

19. Failure to submit at least one original proposal in any one of two consecutive years constitutes failure to live up to this commitment.
20. **Failure to live up** to the STATEMENT OF COMMITMENT and the CODE OF ETHICS is grounds for review, reprimand and possible removal from office by JRC Executive Committee action.
21. All decisions regarding my candidacy, election and/or recall are the responsibility of the CSL JRC and are final and binding.
22. There is no salary connected with this position and that lodging, meals and transportation costs will be furnished for the Annual Session, provided funds are available.
23. Lodging, meals and transportation costs may be furnished for Legislator visits ("Walk the Halls") during the course of the year provided funds are available.
24. Expenses for postage, copying, printing and telephone usage during the year are my responsibility. Transportation costs not referenced above are my responsibility as well.

To Be Signed by the Candidate:

I have read and accept responsibilities noted above and intend to follow these responsibilities to the best of my ability.

Print or Type Your Name: _____ Date: _____

Signature: _____

CODE OF ETHICS

Recognizing that the needs of the over 60 age groups are in the interests of all people, the California Legislature in 1980 created the California Senior Legislature to propose legislation to meet the needs and concerns of Older Californians.

Members of the Senior Legislature elected by their peers are cognizant of their obligation to discharge the responsibility given to them by the State Legislature, and vow to follow the path of high moral conduct and service implicit in the following code:

1. I realize that I am subject to a code of ethics
2. I accept the plural ethnicity of California Senior Legislature members, their cultural and educational variations. I will value the commitment of each as much as I do my own, and show respect to each.
3. I will show respect to the members of the State Legislature and their staff people.
4. I will work faithfully to accomplish the objectives of the California Senior Legislature.
5. I will work with the Area Agency on Aging and/or Legislative Council and other seniors in my community to develop proposals for legislation addressing their concerns.
6. I will strive to maintain the dignity of the Senior Legislature in all my speaking engagements and written articles.
7. I will be responsible for informing the public as widely as possible concerning the CSL in a positive manner.
8. I recognize and accept the administrative policies, responsibilities, and procedural concepts of the California Senior Legislature as they are enunciated in the CSL Procedures Manual and Bylaws, including the use and design of CSL business cards and stationery.
9. I promise to bring to my work with the California Senior Legislature an attitude of open-mindedness; to be willing to be trained for it; to bring to it interest and attention; and to work in support of CSL programs and priorities.
10. I will attend the annual session of the California Senior Legislature unless excused because of illness or death of a family member or other legitimate reasons.
11. I promise to conduct my campaign for office as either a Senior Senator or Senior Assemblyperson in an ethical, above-board and honest manner, in both my oral and printed campaign statements. And in no way will I mislead or deceive potential voters while campaigning. I will abide by the final election results and decision of the CSL JRC.

12. I promise not to use my office as a CSL member in any manner that reflects negatively on the high moral standards of the CSL, or negatively on any CSL member.
13. I accept and promise to comply with the STATEMENT OF COMMITMENT.

I have read and accept the code of ethics and intend to follow the code to the best of my ability.

Print Your Name: _____ Date: _____

Signature: _____

CALIFORNIA SENIOR LEGISLATURE

VOLUNTEER AGREEMENT AND WAIVER OF LIABILITY

In consideration of my desire to serve as a volunteer for the California Senior Legislature (CSL), I hereby agree to the following terms:

- I fully understand the nature of the volunteer activities that I will be performing on behalf of CSL and hereby confirm that I am qualified, in good health, and in proper physical condition to participate in such activities.
- I currently have no known mental or physical condition that would impair my capability for full participation as intended or expected of me.
- I hereby assume all responsibility for any and all risk of property damage or bodily injury that I may sustain while participating in any voluntary capacity including the use of equipment and facilities in connection with CSL volunteer duties.
- I acknowledge and agree that CSL, its directors and officers, its volunteers or any of its representatives, are not liable to me for any injuries, damages, liabilities, losses, judgments, costs or expenses which I might suffer or sustain in connection to the performance of my volunteer activities for CSL.
- Further, I, for myself and my heir, executors, administrators and assigns, hereby release, waive and discharge CSL and its officers, directors, employees, agents and volunteers of and from any and all claims which I or my heirs, administrators and assigns ever may have against any of the above for, on account of, by reason of or arising in connection with such volunteer activity or my participation therein, and hereby waive all such claims, demands and causes of action. I will indemnify, defend and hold CSL harmless from and against any claims, lawsuits, injuries, damages, losses, costs or expenses sustained by any person in connection with my participation in CSL activities and elections.
- If I suspend volunteer activities, or upon request, I will promptly return all CSL supplies, equipment, records, moneys and other items in good, clean, serviceable condition. This Agreement is binding upon CSL, CSL representatives, me and my respective heirs, successors, assigns, executors and personal representatives.
- I hereby grant and convey to CSL all right, title and interest in any and all photographic images in which I appear including video or audio recordings, made by CSL or others on CSL's behalf during my volunteer work for CSL, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings. I expressly agree that this Waiver is intended to be as broad and inclusive as permitted by the laws of the State of California, and that this Waiver shall be governed by and interpreted in accordance with the laws of the State of California. I agree that in the event that any clause or provision of this Waiver shall be held to be invalid by any court of competent jurisdiction, the

invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release which shall continue to be enforceable.

Further, I have carefully read the foregoing Agreement and Waiver and understand the contents thereof and sign this release as my own, free act. I agree to abide by every term specified above and will not dispute or challenge them in any way form or fashion.

Signed on this ____ day of _____, 20____

Printed Name of CSL Volunteer

Signature of CSL Volunteer

APPENDIX - A

ELIGIBILITY CRITERIA and CRITERIA for SUCCESSFUL PERFORMANCE for CANDIDATES for SENIOR SENATOR and SENIOR ASSEMBLYMEMBER

1. Age and other requirements:

- 55 years of age or older on election day of CSL member(s).
- Registered voter.
- Resides in the Planning and Service Area (PSA) for which the election is held.

2. Technology

- Candidates must have access to a functioning computer as well as a functioning printer. Ideally, the printer would be an all in one printer, fax, copier and scanner.
- Candidates must have a personal email account and basic access to and knowledge of how to use email, transmit documents, and open MS Office and PDF documents.
- Candidates must be able to take top senior concerns/issues at the local level and draft them into a legislative proposal following a template.

3. Mobility

- Candidates will need to navigate the Capitol Building in Sacramento as well as their local community.
- It is anticipated that most business will be conducted within the normal business day. Therefore, candidates can be called upon to commute to and from the Capitol Building in the same day.

4. Experience

- The ideal candidate will have a broad base of experience at the city and county levels on issues dealing with seniors. Candidates that do not have this experience must be willing to learn about city and county level issues impacting older adults.
- Candidate must be comfortable with public speaking and willing to promote the CSL organization in their PSA through public speaking engagements on issues dealing with seniors.

5. Elected Officials

Candidates will be required to identify their respective district's State Senator, State Assemblymember, and Congressional Representative. (See Statement of Commitment, Item 10)

AIS Advisory Council (DRAFT)

ANNUAL CALENDAR - COUNCIL FY 2021-22

MONTH	GUESTS/ACTIVITIES*	AIS/COSD TOPICS*	COUNCIL BUSINESS	
			Date Sensitive	Authority*
SEPTEMBER (9/13/21) Fall Prevention World Alzheimer's ANNUAL MEETING BL 6(E)(4)	ALZHEIMER'S SAN DIEGO		❖ SWEAR-IN OFFICERS	IIa 82.5(b) BL 4(A)(3)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIa 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)
OCTOBER (10/11/21)	SAN DIEGO OASIS	HEALTH & COMMUNITY ENGAGEMENT TEAM	=> ADOPT COUNCIL GOALS	A-74(E)(4)
NOVEMBER (11/8/21) National Family Caregiver	SOUTHERN CAREGIVER RESOURCE CENTER		• CSL CAUCUS REPORT: Sacramento	WIC 9302
DECEMBER (12/13/21)	LIVE WELL SAN DIEGO ANNUAL RPT/INDICATORS ⇒ Make Supervisor appts.	OMBUDSMAN ANNUAL RPT		CDA PM 13-04, III (C)
JANUARY (1/10/22)	⇒ Make Supervisor appts. ✓ Supervisor visits	BROWN ACT TRAINING CA Gov Code 54953-54963	➤ APPOINT AREA PLAN SUBCOMMITTEE (Annual Update)	BL 5(C)(3)
FEBRUARY (2/14/22)	OFFICE OF THE STATE LONG-TERM CARE OMBUDSMAN	IN-HOME SUPPORTIVE SERVICES	✓ APPOINT BUDGET SUBCOMM.	
MARCH (3/14/22)	NEIGHBORHOOD HEALTHCARE	DEPT. OF HOMELESS SOLUTIONS & EQUITABLE COMMUNITIES		
APRIL (4/11/22)	UCSD - ALZHEIMER'S DISEASE COOPERATIVE STUDY	AGE WELL SAN DIEGO ANNUAL REPORT	❖ APPOINT NOMINATING SUBCOMM	BL4(A)(2)
			➤ AREA PLAN: ADOPT ANNUAL UPDATE	IIa 82.1(a) A-74(C)(8) BL 5(C)(3)
MAY (5/9/22) Older Americans	HHS BUDGET PRESENTATION per A-74(c)(8)	MSSP & CALL CENTER	⊕ APPOINT LEGISLATIVE SUBCOMM.	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION Next CSL Full Term Election: 2022	WIC 9302
JUNE (6/13/22) World Elder Abuse Awareness Alzheimer's & Brain Awareness June 30th -- County FY ends	None - reserved for 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 21-22	
			Discuss/develop in subcommittee mtgs	
JULY (7/11/22) July 1st -- County FY begins		APS, SENIOR TEAM, & SPECIALIZED CASE MGT	Last submittal for mileage	
			⊕ COUNCIL: Leg. Policy Guidelines—conclude review, forward proposals	IIa 82.12 BL 3(C)(2)
			❖ ELECT OFFICERS	BL 5(C)(3)
			=> EXEC/MEMBERSHIP SUBCOMM.	IIa 82.5(a) BL 4(A)(3)
			Officer Transition & Brown Act Training	BL 5(C)(1)(a)
			Draft Annual Calendar	N/A
			Draft Annual Report	BL 5(C)(1)(a)(v)
			Draft Annual Goals	IIa 82.16 BL 1(B)(6)
			Propose Subcommittees	A-74(E)(4) BL 5(C)(2)(a)
AUGUST (no mtg.)				

* Bold=confirmed; Italicized=annual
Jan. 2022

* IIa=SD County Admin Ord; A-74=Board Policy; BL=Council By-laws;
CDA PM=CA Dept Aging Prg Memo; OAA=Older Americans Act; WIC=Welf Inst Code