



LIVE WELL
SAN DIEGO

Advisory Council for Aging & Independence Services
EXECUTIVE & MEMBERSHIP SUBCOMMITTEE

November 30, 2020 | 10:30 a.m.

Virtual Meeting

Call in: 1 (669) 900-9128

Meeting ID: 989 1469 3010

Passcode: 251412

Click to [Join Zoom Meeting](#)

Members of the public who wish to speak to an agenda item may call 858-495-5566 before the meeting and provide the last four digits of their phone number and the agenda item they wish to speak to.

AGENDA

* (attachment)

1. **Call to Order & Attendance:** John Osborne, Chair
 - a. Welcome & Guest/Member Introductions
 - b. Confirmation of Quorum (Quorum = 3)

2. **Standard Business**
 - a. Public Comment/Announcements: Members or non-members
 - b. Approval of October 26, 2020 Meeting Minutes (Action)*

3. **Membership Business:** Stephen Huber, Secretary
 - a. Current Status – 3 vacancies
 - b. Resignations
 - c. Applicants
 - Application Review
 - Interviews
 - Application Log*
 - d. Interested Parties
 - e. Vacancy Log*
 - f. Actions
 - Recommendation to seat applicant(s): N/A
 - Actions regarding term expiration(s): N/A
 - Assign seat(s) for proposed member(s): N/A
 - g. Membership
 - Attendance: Monitor/review sign-in sheets from previous Council meeting*
 - Ethics Training: 2 past due; 5 upcoming

4. **Executive Business**
 - a. Monthly Presentations [see Annual Calendar]*



- b. Standing Subcommittee Status and Appointments (Possible Action)
 - c. Ancillary Subcommittee Status and Appointments (Possible Action)
 - d. Auxiliary Subcommittee Status and Appointments (Possible Action)
 - e. Ad Hoc Subcommittee Status and Appointments (Possible Action)
5. **Other Items** (Possible Action)
- a. Subcommittee Chair Annual Training – Jana Jordan
6. **Build December 14th Council Meeting Agenda** (Action)*
7. **Next Meeting:** December 28, 2020 at 10:30 a.m.
8. **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
 October 26, 2020 | 10:30 a.m.

ANNUAL OFFICER TRANSITION

Virtual Meeting
 Call In: [+1 619-343-2539](tel:+16193432539)
 Conference ID (access code): 604 562 637#
 Click here to [Join Microsoft Teams Meeting](#)

MINUTES – DRAFT

	Members	Absent Members	Guests
Attendance:	John Osborne, Chair Chris Maeoka, 1 st Vice Chair LaRue Fields, 2nd Vice Chair Stephen Huber, Secretary Lorelei Taylor, Immediate Past Chair		Rosemarie Bahmani, Previous Immediate Past Chair
	Staff		
	Samantha Hasler, Jana Jordan, Renée Sherrill		
Item	Outcome		
1. Call to Order & Attendance	John Osborne, Chair, called the meeting to order at 10:42 a.m. a. <u>Welcome & Guest/Member Introductions</u> b. <u>Confirmation of Quorum</u> (quorum is 3): 5 members present at beginning.		
2. Standard Business	a. <u>Public Comments/Announcements</u> : Rosemarie plans to introduce a possible new member who she met in Escondido. Asked B. Castillo to invite her to the next meeting. She is well known in the ADA community. b. <u>Approval of September 28, 2020 Meeting Minutes</u> [M/S – L. Fields/S. Huber: unanimous]		
3. Membership Business	Stephen Huber, Secretary a. Current Status – 3 vacancies b. Resignations – N/A c. Applicants i. Application Review – N/A ii. Interviews – N/A iii. Application Log – The subcommittee reviewed this log. d. Interested Parties – No additional interested parties were discussed. e. Vacancy Log – The subcommittee reviewed the log and assigned follow up. f. Actions i. Recommendations to seat applicant(s): N/A ii. Recommendations regarding term expiration(s): N/A iii. Assign seat(s) for proposed member(s): N/A g. Membership i. Attendance: Monitor/review sign-in sheets from previous Council meeting - The subcommittee discussed this record. ii. Ethics Training: 3 past due; 5 upcoming – The subcommittee reviewed this record.		
4. Executive Business	a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed, updated, and assigned follow up.. b. Standing Subcommittee Status and Appointments (Possible Action) – N/A c. Ancillary Subcommittee Status and Appointments (Possible Action) i. Chair vacancies – The subcommittee discussed strategies to bring to the Council under agenda item 5. c. d. Auxiliary Subcommittee Status and Appointments (Possible Action) – N/A e. Ad Hoc Subcommittee Status and Appointments (Possible Action) – N/A		
5. Other Items (Possible Action)	a. Officer Annual Training – Renée Sherrill conducted the annual Brown Act training for Council officers b. Subcommittee Chair Annual Training – Jana Jordan – Will occur after the annual adoption of subcommittees c. Annual Activities – John Osborne – The subcommittees discussed annual goals, annual report, and subcommittees. Decided to continue current subcommittees with recommendation to identify a secretary to handle Brown Act requirements. At next Council meeting, will discuss		

	<p>each subcommittee without a chair and invite Council members to step up to chair or convert to ad hoc. Will also invite subcommittee chairs to next Executive & Membership Subcommittee meeting to discuss upcoming year and determine format for continuance.</p> <p style="text-align: right;">[M/S – S. Huber; L. Taylor: unanimous]</p>
6. Build November 9 th Council Meeting Agenda	<p>The subcommittee prepared the agenda for the November 9, 2020 Council meeting.</p> <p style="text-align: right;">[M/S – L. Fields; S. Huber: unanimous]</p>
7. Next Meeting	<p>November 30, 2020 at 10:30 a.m. (changed from November 23, 2020)</p> <p style="text-align: right;">[M/S – S. Huber; L. Fields: unanimous]</p> <p>December, no meeting. January agenda to be created in November meeting</p> <p style="text-align: right;">[L. Taylor; L. Fields; unanimous]</p>
8. Adjournment	<p>Meeting adjourned at 12:39 p.m.</p>

Vacancy Log ⁺

November 30, 2020

❖ **Current Vacancies** 3

❖ **Vacancies: Board of Supervisors-appointed Seats:** None

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

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

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

- Seat #14 (3/11/23) - Posted 8/12/19; may appt. to fill after 8/26/19
- Seat #22 (7/8/23) - Posted 2/13/20; may appt. to fill after 2/28/20
- Seat #23 (2/13/23) - Posted 10/16/19; may appt. to fill after 10/30/19

❖ **Pending Term Expiration -**

Note: 6 Supervisor-appointed seats expiring 1/4/21

- 1) Partial Term Expiring: None
- 2) First Term Expiring: None
- 3) Second Term Expiring: Seat #16 - Judi Bonilla (5/13/21)

❖ **Pending Council Action:** None

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

AIS Advisory Council Attendance

2020-21

Name	Attendance Sign-in	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug		
Arcadi, Ellen*		N o M e e t i n g	✓	✓										Arcadi, E.	
Bahmani, Rosemarie*			✓	✓											Bahmani, R.
Bonilla, Judi			✓	✓											Bonilla, J.
Cadmus, Morgan			A	✓											Cadmus, M.
DeLeo, Patricia			✓	A											DeLeo, P
Detsky-Weil, Faye			✓	✓											Detsky-Weil, F.
Fields La Rue			✓	✓											Fields, L.
Flynn, Monica*			A	A											Flynn, M.
Garbanzos, Joe*			✓	✓											Garbanzos, J.
Huber, Stephen			✓	✓											Huber, S.
Kagan, Ted*			✓	✓											Kagan, T.
Ling, Paul			✓	✓											Ling, P.
Lulla, Bijou			A	A											Lulla, B
Maeoka, Chris			✓	✓											Maeoka, C.
Mallett, Susan			✓	✓											Mallett, S.
Miller, Jack			✓	✓											Miller, J.
Monarrez, Paul			✓	✓											Monarrez, P
Monge, Luis*			✓	✓											Monge, L.
Osborne, John*			✓	✓											Osborne, J.
Prager, Linda			✓	✓											Prager, L
Saracen, Paula		✓	✓											Saracen, P.	
Selder, Christina														Selder, C.	
Simon, Jacqueline*		✓	✓											Simon, J.	
Smith, Wanda		✓	✓											Smith, W.	
Taylor, Lorelei		✓	✓											Taylor, L.	
Tran, Kim*		A	A											Tran, K.	
Valoff, Susan		✓	✓											Valoff, S.	
Weber, Darlene*		✓	✓											Weber, D.	
		✓	= present for Advisory Council Meeting												
		A	= absent, no notification to AC												

* Supervisor Appointee

AIS Advisory Council

ANNUAL CALENDAR - COUNCIL FY 2020-21

MONTH	GUESTS/ACTIVITIES*	AIS TOPICS*	COUNCIL BUSINESS	
			Date Sensitive	Authority†
SEPTEMBER (9/14/20) <i>Fall Prevention</i> <i>World Alzheimer's</i>			No meeting	
OCTOBER (10/12/20)	REGISTRAR OF VOTERS Michael Vu		❖ ELECT AND SWEAR-IN OFFICERS	IIIa 82.5(b) BL 4(A)(3)
			=> SUBCOMMITTEE GOALS 20-21: Discuss/develop in subcommittee mtgs	A-74(E)(4)
			=> EXEC/MEMBERSHIP SUBCOMM.	BL 5(C)(1)(a)
			Officer Transition & Brown Act Training	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)
NOVEMBER (11/9/20) <i>National Family Caregiver</i> ANNUAL MEETING BL 6(E)(4)		HEALTH & COMMUNITY ENGAGEMENT TEAM	=> PRESENT & ADOPT ANNUAL GOALS	A-74(E)(4)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIIa 82.16
			=> ADOPT ANNUAL SUBCOMMITTEES	BL 5(C)(2)(a)
			• CSL CAUCUS REPORT	WIC 9302
			=> SUBCOMMITTEE CHAIR ANNUAL TRAINING	BL 5(C)(2)(a)
DECEMBER (12/14/20)	<i>LIVE WELL SAN DIEGO</i> <i>ANNUAL RPT/INDICATORS</i> ⇒ Make Supervisor appts.	<i>OMBUDSMAN ANNUAL</i> <i>RPT</i>		
JANUARY (1/11/21)	⇒ Make Supervisor appts. ✓ Supervisor visits	<i>BROWN ACT TRAINING</i> <i>CA Gov Code 54953-54963</i>	➤ APPOINT AREA PLAN SUBCOMM.	BL 5(C)(3)
FEBRUARY (2/8/21)	⇒ Make Supervisor appts. ✓ Supervisor visits	IN-HOME SUPPORTIVE SERVICES	✓ APPOINT BUDGET SUBCOMM.	
MARCH (3/8/21)	<i>OFF-SITE MEETING</i> ✓ Supervisor visits	N/A - Replaced by tour	➤ AREA PLAN: ADOPT ANNUAL UPDATE	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
APRIL (4/12/21)		<i>AGE WELL SAN DIEGO</i> <i>ANNUAL REPORT</i>	❖ APPOINT NOMINATING SUBCOMM	BL 4(A)(2)
			➤ AREA PLAN PUBLIC HEARING (2020-2024 four-year plan)	OAA Title III, Sec. 306 (a)(6)(D); IIIa 82.1(b); BL 1(B)(4)
MAY (5/10/21) <i>Older Americans</i>	<i>HHS A BUDGET</i> <i>PRESENTATION</i> per A-74(c)(8)	MSSP & CALL CENTER	⊕ APPOINT LEGISLATIVE SUBCOMMITTEE	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION <i>Next CSL Full Term Election: 2022</i>	WIC 9302
JUNE (6/14/21) <i>World Elder Abuse</i> <i>Awareness</i> <i>Alzheimer's & Brain</i> <i>Awareness</i> June 30th -- County FY ends	<i>None - reserved for Council strategic planning</i>		❖ DECLARE OFFICER NOMINATIONS	BL 4(A)(2)(b)
			=> COUNCIL GOALS: Report status	A-74(E)(4)
			=> COUNCIL STRATEGIC PLANNING	N/A
			<i>Last submittal for mileage</i>	IIIa 82.12 BL 3(C)(2)
JULY (7/12/21) July 1st -- County FY begins		APS, SENIOR TEAM, & SPECIALIZED CASE MGT	⊕ 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	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)
AUGUST (no mtg.)				

* Bold=confirmed; Italicized=annual
Nov 30, 2020

* IIIa=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



Advisory Council for Aging & Independence Services
December 14, 2020 | 12:00 p.m.
Virtual Meeting (details TBD)

AGENDA – DRAFT FRAMEWORK

* (attachment)

1. **Call to Order:** John Osborne, Chair
 - a. Welcome & Pledge of Allegiance
 - b. Guest/Member Introductions
 - c. Confirmation of Quorum (quorum = 14)
2. **Standard Business**
 - a. Public Comment/Announcements: Members or non-members
 - b. Approval of November 9, 2020 Meeting Minutes (Action)*
3. **Guest Speakers**
4. **AIS Director's Items** (Possible action)
 - a. Board Letters (Action)*
 - b. AIS Director's Update
 - c. Legislative Update
5. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
 - a. Chair's Report: John Osborne, Chair
 - i. Subcommittee Appointments and Updates
 - b. Membership Report: Stephen Huber, Secretary
6. **Ancillary Subcommittee Oral Reports** (Possible action)
 - a. LTC Ombudsman/Facilities (met 11/19/20): Jack Miller, Chair
 - b. Adult Services Connection (met 2/10/20): TBA, Chair
 - c. Healthy Aging (met 8/31/20): Wanda Smith, Chair
 - d. Housing (met 2/10/20): TBA, Chair
 - e. Nutrition (met 2/10/20): TBA, Chair
7. **Ad Hoc Subcommittee Oral Reports** (Possible action)
8. **Auxiliary Liaison Written Reports** {See Addendum}*
9. **Other Announcements**
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 www.aging.sandiegocounty.gov/AISAdvisoryCouncil



LIVE WELL
SAN DIEGO

Council Meeting: January 11, 2021, 12 noon

Future Subcommittee Meetings:

➤ LTC Ombudsman/Facilities:	12/17/20	10:30 a.m.	[3 rd Thursdays]	Virtual
➤ Executive & Membership:	12/28/20	10:30 a.m.	[4 th Mondays]	Virtual
➤ Adult Services Connection:	TBD			Virtual
➤ Healthy Aging	TBD			Virtual
➤ Housing:	TBD			Virtual
➤ Nutrition:	TBD			Virtual
➤ Transportation:	TBD			Virtual

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