



LIVE WELL
SAN DIEGO

Advisory Council for Aging & Independence Services
EXECUTIVE & MEMBERSHIP SUBCOMMITTEE

January 25, 2021 | 10:30 a.m.

Virtual Meeting

Call in: 1 (669) 900-9128

Meeting ID: 979 8767 3097

Passcode: 665572

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 November 30, 2020 Meeting Minutes (Action)*

3. **Membership Business:** Stephen Huber, Secretary
 - a. Current Status – 10 vacancies
 - b. Resignations
 - c. Applicants
 - i. Application Review
 - ii. Interviews
 - iii. Application Log*
 - d. Interested Parties
 - e. Vacancy Log*
 - i. Supervisor-Appointed Seat Vacancies
 - f. Actions
 - i. Recommendation to seat applicant(s): N/A
 - ii. Actions regarding term expiration(s): N/A
 - iii. Assign seat(s) for proposed member(s): N/A
 - g. Membership
 - i. Attendance: Monitor/review Attendance Log*
 - ii. Ethics Training: 1 past due; 8 upcoming.

4. **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 (Possible Action)
 - e. Ad Hoc Subcommittee Status and Appointments (Possible Action)
5. **Other Items** (Possible Action)
6. **Build February 8th Council Meeting Agenda** (Action)*
7. **Next Meeting:** February 22, 2021 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
 November 30, 2020 | 10:30 a.m.

Virtual Meeting
 Call in: 1 (669) 900-9128
 Meeting ID: 989 1469 3010
 Passcode: 251412

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MINUTES – DRAFT

	Members	Absent Members	Guests
Attendance:	John Osborne, Chair Chris Maeoka, 1 st Vice Chair LaRue Fields, 2 nd Vice Chair Stephen Huber, Secretary Lorelei Taylor, Immediate Past Chair		Rosemarie Bahmani Wanda Smith Susan Mallett
	Staff		
	Samantha Hasler, Jana Jordan		
Item	Outcome		
1. Call to Order & Attendance	John Osborne, Chair, called the meeting to order at 10:35 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> b. <u>Approval of October 26, 2020 Meeting Minutes</u> [M/S – L. Fields/C. Maeoka: 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: The subcommittee discussed the upcoming Supervisor-appointed seats expiring 1/4/21, and members eligible for reappointment. 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: 2 past due; 5 upcoming – The subcommittee reviewed this record. Reminders will be sent to those that are past due.		
4. Executive Business	a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed; recommended removal of “make supervisor appointments” in December and January. b. Standing Subcommittee Status and Appointments (Possible Action) – N/A c. Ancillary Subcommittee Status and Appointments (Possible Action) <ul style="list-style-type: none"> • LTC Ombudsman & Facilities <ul style="list-style-type: none"> • Accept resignation of Jack Miller from Chair [M/S – L. Fields/C. Maeoka: unanimous] • Recommend appointment of Linda Prager to Chair [M/S – L. Fields/S. Huber: unanimous] • Nutrition <ul style="list-style-type: none"> • Recommend appointment of Susan Mallet to Chair [M/S –C. Maeoka/L. Taylor: unanimous] • The subcommittee discussed Ancillary subcommittees without a Chair and ways to garner interest from Council members. If Ancillary subcommittees continue without a Chair, the 		

	<p>subcommittee will consider moving to Ad Hoc. The subcommittee also discussed collaborating with existing Age Well committees.</p> <p>d. Auxiliary Subcommittee Status and Appointments (Possible Action) – N/A</p> <p>e. Ad Hoc Subcommittee Status and Appointments (Possible Action) – N/A</p>
5. Other Items (Possible Action)	a. Subcommittee Chair Annual Training – Jana Jordan: Scheduled for 12/8/20 at 10:00am.
6. Build December 14 th Council Meeting Agenda	<p>The subcommittee prepared the agenda for the December 14, 2020 and January 11, 2021 Council Meetings.</p> <p style="text-align: right;">[M/S – L. Fields; S. Huber: unanimous]</p>
7. Next Meeting	<p>December meeting cancelled. Next meeting will be January 25th, 2021 at 10:30am.</p> <p style="text-align: right;">[M/S – J. Osborne; L. Fields: unanimous]</p>
8. Adjournment	Meeting adjourned at 11:59 a.m.

Vacancy Log ⁺

January 25, 2021

❖ **Current Vacancies** 10

❖ **Vacancies: Board of Supervisors-appointed Seats: 7**

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

- Seat #1 (1/3/25)* - Posted 1/08/21
- Seat #2 (1/3/25)* - Posted 1/08/21
- Seat #3 (1/3/25)* - Posted 1/08/21
- Seat #4 (1/3/25)* - Posted 1/08/21
- Seat #5 (1/3/25)* - Posted 1/08/21
- Seat #6 (1/3/25)* - Posted 1/08/21
- Seat #7 (1/2/23) - Posted 11/13/20; may appt. to fill after 12/1/20

❖ **Vacancies: Council-appointed Seats: 3**

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:**

- 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

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

+ Dates in parenthesis are seat term expiration dates

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	A	A								Flynn, M.
Garbanzos, Joe*			✓	✓	✓	✓								Garbanzos, J.
Huber, Stephen			✓	✓	✓	✓								Huber, S.
Kagan, Ted*			✓	✓	✓	✓								Kagan, T.
Ling, Paul			✓	✓	✓	✓								Ling, P.
Lulla, Bijou			A	A	A	A								Lulla, B
Maeoka, Chris			✓	✓	✓	✓								Maeoka, C.
Mallett, Susan			✓	✓	✓	✓								Mallett, S.
Miller, Jack			✓	✓	✓	✓								Miller, J.
Monarrez, Paul			✓	✓	✓	✓								Monarrez, P
Monge, Luis*			✓	✓	✓	✓	A							Monge, L.
Osborne, John*			✓	✓	✓	✓	✓							Osborne, J.
Prager, Linda			✓	✓	✓	✓								Prager, L
Saracen, Paula		✓	✓	✓	✓								Saracen, P.	
Simon, Jacqueline*		✓	✓	✓	✓								Simon, J.	
Smith, Wanda		✓	✓	✓	✓								Smith, W.	
Taylor, Lorelei		✓	✓	✓	✓								Taylor, L.	
Valoff, Susan		✓	✓	✓	A	A							Valoff, S.	
Weber, Darlene*		✓	✓	✓	A	✓							Weber, D.	

* Supervisor Appointee

✓ = present for Advisory Council Meeting

A = Absent

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>	<i>OMBUDSMAN ANNUAL</i> <i>RPT</i>		CDA PM 13-04, III (C)
JANUARY (1/11/21)		<i>BROWN ACT TRAINING</i> <i>CA Gov Code 54953-54963</i>		
FEBRUARY (2/8/21)	⇒ Make Supervisor appts. ✓ Supervisor visits	IN-HOME SUPPORTIVE SERVICES	➤ APPOINT AREA PLAN SUBCOMM. ✓ APPOINT BUDGET SUBCOMM.	BL 5(C)(3)
MARCH (3/8/21)	<i>OFF-SITE MEETING</i> ✓ Supervisor visits	N/A - Replaced by tour		
APRIL (4/12/21)		<i>AGE WELL SAN DIEGO</i> <i>ANNUAL REPORT</i>	❖ APPOINT NOMINATING SUBCOMM	BL 4(A)(2)
			➤ AREA PLAN: ADOPT ANNUAL UPDATE	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 PRESENTATION</i> <i>per A-74(c)(8)</i>	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	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
			<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
January 25, 2021

* 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

February 8, 2021 | 12:00 p.m.

Virtual Meeting (details TBD)

AGENDA – DRAFT

* (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 January 11, 2021 Meeting Minutes (Action)*

3. **Guest Speakers**
 - a.

4. **AIS Director's Items** (Possible action)
 - a. Board Letters: None
 - 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
 - c. Board of Supervisors Annual Visits (Dates posted as confirmed):
 - i. District #1: Vargas [Garbanzos/Monge] TBD (2021)
 - ii. District #2: Anderson [Arcadi/Kagan] TBD (2021)
 - iii. District #3: Lawson-Remer [Bahmani/Osborne] TBD (2021)
 - iv. District #4: Fletcher [Flynn/Tran] TBD (2021)
 - v. District #5: Desmond [Simon/Weber] TBD (2021)

6. **Ancillary Subcommittee Oral Reports** (Possible action)
 - a. LTC Ombudsman/Facilities (met 1/21/21): Linda Prager, Chair
 - b. Adult Services Connection (met 2/10/20): TBA, Chair
 - c. Healthy Aging (met 2/4/21): Wanda Smith, Chair
 - d. Housing (met 2/10/20): TBA, Chair
 - e. Nutrition (met 2/2/21): Susan Mallett, Chair
 - f. Transportation (TBD): Judi Bonilla, 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

Council Meeting: March 8, 2021, 12 noon

Future Subcommittee Meetings:

➤ LTC Ombudsman/Facilities:	2/18/2021	10:30 a.m.	[3 rd Thursdays]	Virtual
➤ Executive & Membership:	2/22/2021	10:30 a.m.	[4 th Mondays]	Virtual
➤ Adult Services Connection:	TBD			Virtual
➤ Healthy Aging	TBD			Virtual
➤ Housing:	TBD			Virtual
➤ Nutrition:	3/2/2021	1:00 p.m.	[1 st Tuesdays]	Virtual
➤ Transportation:	TBD			Virtual

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