



LIVE WELL  
SAN DIEGO

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

May 25, 2021 | 11:00 a.m.

Virtual Meeting

Call in: 1 (669) 900-9128

Meeting ID: 979 8767 3097

Passcode: 665572

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*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 April 26, 2021 Meeting Minutes (Action)\*
3. **Membership Business:** Stephen Huber, Secretary
  - a. Current Status – 5 vacancies
  - b. Resignations
  - c. Applicants
    - i. Application Review
    - ii. Interviews
    - iii. Application Log\*
  - d. Interested Parties
  - e. Vacancy Log\*
  - f. Actions
    - i. Recommendation to seat applicant(s)
    - ii. Actions regarding term expiration(s): N/A
    - iii. Assign seat(s) for proposed member(s)
  - g. Membership
    - i. Attendance: Monitor/Review Attendance Log\*
    - ii. Ethics Training: 2 past due; 4 upcoming, 3 new members pending
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)



LIVE WELL  
SAN DIEGO

Exec & Membership Subcommittee  
5/25/2021  
(cont.)

- d. Auxiliary Subcommittee Status and Appointments (Possible Action)
- e. Ad Hoc Subcommittee Status and Appointments (Possible Action)
- 5. **Other Items** (Possible Action)
  - a. Council Strategic Planning
- 6. **Build June 14<sup>th</sup> Council Meeting Agenda** (Action)\*
- 7. **Next Meeting:** June 28, 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**

April 26, 2021 | 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 <sup>st</sup> Vice Chair LaRue Fields, 2 <sup>nd</sup> Vice Chair Stephen Huber, Secretary Lorelei Taylor, Immediate Past Chair		
	Staff		
	Jana Jordan		
Item	Outcome		
1. Call to Order & Attendance	<b>John Osborne, Chair, called the meeting to order at 10:33 a.m.</b> a. <u>Welcome &amp; 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> : None. b. <u>Approval of March 22, 2021 Meeting Minutes</u> <b>[M/S – L. Fields/C. Maeoka: unanimous]</b>		
3. Membership Business	Stephen Huber, Secretary a. Current Status – 4 vacancies, The committee discussed vacancies and seat terms. b. Resignations – None. c. Applicants i. Application Review – N/A. ii. Interviews – N/A iii. Application Log – The subcommittee reviewed this log. Applicants will be invited to the May Advisory Council meeting. d. Interested Parties – N/A e. Vacancy Log • Supervisor-Appointed Seat Vacancies: None • Council-Appointed Seat Vacancies (4) f. Actions i. Recommendations to seat applicant(s): N/A ii. Recommendations regarding term expiration(s): The committee discussed term expiration of J. Bonilla. iii. Assign seat(s) for proposed member(s): N/A g. Membership • Attendance: Monitor/review sign-in sheets from previous Council meeting - The subcommittee discussed this record. • Ethics Training: 1 past due; 5 upcoming, 3 new members pending – The subcommittee reviewed this record. Reminders have been sent to members with overdue certificates and upcoming expiration.		
4. Executive Business	a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed this document and discussed upcoming strategic planning meeting date and process. John will briefly discuss strategic planning at the May Council meeting to prepare for June. The committee also discussed inviting another speaker to the July meeting. b. Standing Subcommittee Status and Appointments – N/A c. Ancillary Subcommittee Status and Appointments (Possible Action) ▪ Housing ▪ Appointment of Shirley King <b>[M/S – J. Osborne/L. Taylor: unanimous]</b> ▪ Appointment of Lorelei Taylor <b>[M/S – J. Osborne/L. Fields: unanimous]</b> ▪ Nutrition		

	<ul style="list-style-type: none"> <li>▪ Appointment of Rosemarie Bahmani as a Non-Voting Community Member <b>[M/S – L. Fields/L. Taylor: unanimous]</b></li> <li>▪ Transportation <ul style="list-style-type: none"> <li>• Accept resignation of Luz Villafana <b>[M/S – S. Huber/L. Fields: unanimous]</b></li> </ul> </li> </ul> <p>d. Auxiliary Subcommittee Status and Appointments:</p> <ul style="list-style-type: none"> <li>• Fall Prevention <ul style="list-style-type: none"> <li>• Appointment of Martha McCarthy <b>[M/S – J. Osborne/C. Maeoka: unanimous]</b></li> </ul> </li> </ul> <p>e. Ad Hoc Subcommittee Status and Appointments</p>
5. Other Items (Possible Action)	None.
6. Build May 10 <sup>th</sup> Council Meeting Agenda	The subcommittee prepared the agenda for the May 10 <sup>th</sup> Council Meeting. <b>[M/S – L. Fields/S. Huber: unanimous]</b>
7. Next Meeting	Next meeting will be May 24, 2021 at 10:30am.
8. Adjournment	Meeting adjourned at 11:45am.

# AIS Advisory Council

APPLICATION LOG

May 25, 2021

Applicant Name	Dates						Comments	Endorsed by Subcommittee	Subcommittee Involvement	Age > 60	(To Be) Seated	To Clerk of the Board
	Application	Region/ District	Meeting Attended	Meeting Attended	Interviewed	Follow-up						
Plazola, Martha	2/10/20	South / 1	10/14/19	12/9/19		Stephen will invite to join subcommittees	Need to reach over 60 threshold before she can be seated			No		
Ling, Paul	3/9/20	N Central / 3	3/9/20	4/13/20	8/24/20		Seat #28	8/24/20		Yes	10/12/20	
Mallett, Susan	7/7/20	N Inland / 5	10/14/19	3/9/20	8/24/20		Seat #24	8/24/20		Yes	10/12/20	
Sadeghi, Minou	1/15/20	N Central / 4	10/12/20			Invited to join virtual meetings						
Raifsnider, Tammy	5/30/20	N Inland / 5				Invited to join virtual meetings						
Randolph, Harold	10/19/20	N Coastal / 5	12/14/20	2/8/21		Invited to Interview	On hold – Applicant is now COSD employee					
Karris, Maile	11/06/20	N. Central / 3	12/14/20			Invited to join virtual meetings						
Garbanzos, Joe	12/8/20	South / 1	12/14/20	1/11/21	N/A	N/A	Reappointed by Supervisor					
Osborne, John	12/17/20	N Coastal / 3	12/14/20	1/11/21	N/A	N/A	Reappointed by Supervisor					
McCarthy, Martha	2/10/21	N Inland / 3	2/11/19	3/8/21	3/22/21		Seat #14	3/22/21		Yes	4/12/21	

# Vacancy Log <sup>+</sup>

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May 25, 2021

❖ Current Vacancies **5**

❖ **Vacancies: Board of Supervisors-appointed Seats: 0**

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

❖ **Vacancies: Council-appointed Seats: 5**

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

- Seat #16 (5/13/21)
- 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
- Seat #29 (4/9/24) – Posted 2/10/21; may appt. to fill after 2/24/21.
- Seat #20 (12/18/22) – Posted 3/16/21; may appt. to fill after 3/30/21.

❖ **Pending Term Expiration:**

- 1) Partial Term Expiring: None
- 2) First Term Expiring: None
- 3) Second Term Expiring: None

❖ **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	
Bonilla, Judi		✓	✓	✓	✓	✓	✓	A	✓	✓				Bonilla, J.
Cadmus, Morgan		A	✓	✓	✓	✓	✓	A	✓	✓				Cadmus, M.
DeLeo, Patricia		✓	A	✓	✓	✓	✓	✓	A	✓				DeLeo, P
Detsky-Weil, Faye		✓	✓	✓	✓	✓	✓	A	✓	✓				Detsky-Weil, F.
Fields La Rue		✓	✓	✓	✓	✓	✓	✓	✓	✓				Fields, L.
Flynn, Monica*		A	A	A	A	A	A	A	A	A				Flynn, M.
Garbanzos, Joe*		✓	✓	✓	✓	✓	✓	✓	✓	✓				Garbanzos, J.
Huber, Stephen		✓	✓	✓	✓	✓	✓	✓	A	✓				Huber, S.
King, Shirley*								✓	✓	✓				King, S.
Larkins, Ethel*								✓	✓	✓				Larkins, E.
Ling, Paul		✓	✓	✓	✓	✓	✓	✓	✓	✓				Ling, P.
Maeoka, Chris		✓	✓	✓	✓	✓	✓	✓	✓	✓				Maeoka, C.
Mallett, Susan		✓	✓	✓	✓	✓	✓	✓	✓	✓				Mallett, S.
McCarthy, Martha									✓	✓				McCarthy, M.
Miller, Jack		✓	✓	✓	✓	✓	✓	✓	✓	✓				Miller, J.
Monarrez, Paul		✓	✓	✓	✓	✓	✓	✓	A	✓				Monarrez, P
Nocon, Molly*								A	✓	✓				Nocon, M.
Osborne, John*		✓	✓	✓	✓	✓	✓	✓	✓	✓				Osborne, J.
Prager, Linda		✓	✓	✓	✓	✓	✓	✓	✓	A				Prager, L
Saracen, Paula		✓	✓	✓	✓	✓	✓	A	✓	✓				Saracen, P.
Simon, Jacqueline*		✓	✓	✓	✓	✓	✓	✓	✓	✓				Simon, J.
Smith, Wanda		✓	✓	✓	✓	✓	✓	✓	✓	✓				Smith, W.
Splitgerber, Thomas*								A	✓	✓				Splitgerber, T.
Taylor, Lorelei		✓	✓	✓	✓	✓	✓	✓	✓	✓				Taylor, L.
Villafana, Luz*								✓	✓	A				Villafana, L.
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*
<b>SEPTEMBER</b> (9/14/20) <i>Fall Prevention</i> <i>World Alzheimer's</i>			No meeting	
<b>OCTOBER</b> (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)
<b>NOVEMBER</b> (11/9/20) <i>National Family Caregiver</i> <b>ANNUAL MEETING</b> 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)
<b>DECEMBER</b> (12/14/20)	<i>LIVE WELL SAN DIEGO</i> <i>ANNUAL RPT/INDICATORS</i>	<i>OMBUDSMAN ANNUAL RPT</i>		CDA PM 13-04, III (C)
<b>JANUARY</b> (1/11/21)		<i>BROWN ACT TRAINING</i> <i>CA Gov Code 54953-54963</i>		
<b>FEBRUARY</b> (2/8/21)	⇒ Make Supervisor appts. ✓ Supervisor visits	IN-HOME SUPPORTIVE SERVICES	➤ APPOINT AREA PLAN SUBCOMM. ✓ APPOINT BUDGET SUBCOMM.	BL 5(C)(3)
<b>MARCH</b> (3/8/21)	<i>Jewish Family Service of San Diego</i>	<i>TBD</i>		
<b>APRIL</b> (4/12/21)		<i>AGE WELL SAN DIEGO</i> <i>ANNUAL REPORT</i>	❖ APPOINT NOMINATING SUBCOMM ➤ AREA PLAN: ADOPT ANNUAL UPDATE	BL 4(A)(2) OAA Title III, Sec. 306 (a)(6)(D); IIIa 82.1(b); BL 1(B)(4)
<b>MAY</b> (5/10/21) <i>Older Americans</i>	<i>HHSB BUDGET PRESENTATION</i> <i>per A-74(c)(8)</i>	MSSP & CALL CENTER	⊕ APPOINT LEGISLATIVE SUBCOMMITTEE • CSL VACANCY ELECTION <i>Next CSL Full Term Election: 2022</i>	A-74(C)(12) BL 5(C)(3) WIC 9302
<b>JUNE</b> (6/14/21) <i>World Elder Abuse Awareness</i> <i>Alzheimer's &amp; Brain Awareness</i> <b>June 30th -- County FY ends</b>	<i>None - reserved for Council strategic planning</i>		❖ DECLARE OFFICER NOMINATIONS => COUNCIL GOALS: Report status => COUNCIL STRATEGIC PLANNING <i>Last submittal for mileage</i>	BL 4(A)(2)(b) A-74(E)(4) N/A IIIa 82.12 BL 3(C)(2)
<b>JULY</b> (7/12/21) <b>July 1st -- County FY begins</b>		APS, SENIOR TEAM, & SPECIALIZED CASE MGT	⊕ COUNCIL: Leg. Policy Guidelines—conclude review, forward proposals ❖ ELECT OFFICERS => EXEC/MEMBERSHIP SUBCOMM. Officer Transition Draft Annual Calendar Draft Annual Report Draft Annual Goals Propose Subcommittees	BL 5(C)(3) IIIa 82.5(a) BL 4(A)(3) BL 5(C)(1)(a) N/A BL 5(C)(1)(a)(v) IIIa 82.16 BL 1(B)(6) A-74(E)(4) BL 5(C)(2)(a)
<b>AUGUST</b> (no mtg.)				

\* Bold=confirmed; Italicized=annual  
May 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





LIVE WELL  
SAN DIEGO

## *Advisory Council for Aging & Independence Services*

June 14, 2021 | 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 – 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 May 10, 2021 Meeting Minutes (Action)\*
3. **AIS Director's Items** (Possible action)
  - a. Board Letters: None
  - b. AIS Director's Update
  - c. Legislative Update
4. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
  - a. Chair's Report: John Osborne, Chair
    - i. Ancillary Subcommittee Appointments
    - ii. Auxiliary Subcommittee Appointments
    - iii. Ad Hoc Subcommittee Appointments
  - b. Membership Report: Stephen Huber, Secretary
  - c. Board of Supervisors Annual Visits (Dates posted as confirmed):
    - i. District #1: Vargas [Garbanzos/Larkins] TBD (2021)
    - ii. District #2: Anderson [Splitgerber/Nocon] TBD (2021)
    - iii. District #3: Lawson-Remer [King/Osborne] 3/4/2021
    - iv. District #4: Fletcher [Villafana/Flynn] TBD (2021)
    - v. District #5: Desmond [Simon/Weber] 1/14/2021
5. **Ancillary Subcommittee Oral Reports** (Possible action)
  - a. LTC Ombudsman/Facilities (met 5/20/21): Linda Prager, Chair
  - b. Adult Services Connection (met 2/10/20): TBA, Chair
  - c. Healthy Aging (met 6/3/21): Wanda Smith, Chair
  - d. Housing (met 5/27/21): Paul Ling, Chair
  - e. Nutrition (met 6/1/21): Susan Mallett, Chair
  - f. Transportation: Judi Bonilla, Chair



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6. **Ad Hoc Subcommittee Oral Reports** (Possible action)
7. **Auxiliary Liaison Written Reports** {See Addendum}\*  
\*See Addendum
8. **Other Announcements**
9. **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](http://www.aging.sandiegocounty.gov/AISAdvisoryCouncil)

**Council Meeting:** July 12, 2021, 12 noon

**Future Subcommittee Meetings:**

➤ LTC Ombudsman/Facilities:	6/17/2021	10:30 a.m.	[3 <sup>rd</sup> Thursdays]	Virtual
➤ Executive & Membership:	6/28/2021	10:30 a.m.	[4 <sup>th</sup> Mondays]	Virtual
➤ Adult Services Connection:	TBD			Virtual
➤ Healthy Aging	7/1/2021	10:00 a.m.	[1 <sup>st</sup> Thursdays]	Virtual
➤ Housing:	6/24/2021	12:00 p.m.	[4 <sup>th</sup> Thursdays]	Virtual
➤ Nutrition:	7/6/2021	1:00 p.m.	[1 <sup>st</sup> Tuesdays]	Virtual
➤ Transportation:	6/14/2021	2:00 p.m.	[2 <sup>nd</sup> Mondays]	Virtual

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