



LIVE WELL  
SAN DIEGO

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

November 29, 2021 | 10:30 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. **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 November 1, 2021 Meeting Minutes (Action)\*
4. **Membership Business**
  - a. Current Status – 8 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: 1 past due; 3 upcoming, 3 new members pending



5. **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)

6. **Other Items** (Possible Action)

7. **Build December 13<sup>th</sup> Council Meeting Agenda** (Action)\*

8. **Next Meeting:** December 27, 2021 at 10:30 a.m.

9. **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 1, 2021 | 10:30 a.m.

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**MINUTES – DRAFT**

Members		Absent Members	Guests
Attendance:	John Osborne, Chair Chris Maeoka, 1 <sup>st</sup> Vice Chair Stephen Huber, 2 <sup>nd</sup> Vice Chair Lorelei Taylor, Immediate Past Chair		Susan Mallett
<b>Staff</b>			
Jana Jordan, Mary Grace Sadile			
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): 4 members present at beginning.		
2. Authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e)	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Approval of Authorization of Teleconferencing Meeting Option Pursuant to Government Code Section 54953(e) (Action): <b>[M/S – S. Huber/C. Maeoka: unanimous]</b></li> </ul>		
3. Standard Business	a. <u>Public Comments/Announcements</u> : None. b. <u>Approval of September 27, 2021 Meeting Minutes</u> <b>[M/S – C. Maeoka/S. Huber: unanimous]</b>		
4. Membership Business	Stephen Huber, Secretary a. Current Status – 8 vacancies; The committee discussed vacancies and seat terms. b. Resignations – J. Miller’s resignation will be formally recognized at the next full Council meeting. c. Applicants <ul style="list-style-type: none"> <li>i. Application Review – The committee reviewed the application for B. Mulvey.</li> <li>ii. Interviews – The committee interviewed applicant B. Mulvey.</li> <li>iii. Application Log – The subcommittee reviewed this log. Applicants will continue to be invited to Advisory Council meetings.</li> </ul> d. Interested Parties – One interested party was discussed. She will be encourage to attend future Council meetings. e. Vacancy Log <ul style="list-style-type: none"> <li>• Supervisor-Appointed Seat Vacancies: None</li> <li>• Council-Appointed Seat Vacancies (8)</li> </ul> f. Actions <ul style="list-style-type: none"> <li>i. Recommendations to seat applicant(s): <b>[M/S – J. Osborne/S. Huber: unanimous]</b> <ul style="list-style-type: none"> <li>• Bradlyn Mulvey (reviewed by Subcommittee 11/1/2021)</li> <li>• Seat #22, effective immediately, partial term to expire on 7/8/2023.</li> </ul> </li> <li>ii. Recommendations regarding term expiration(s): N/A</li> <li>iii. Assign seat(s) for proposed member(s): Addressed in item 4.f.</li> </ul> g. Membership <ul style="list-style-type: none"> <li>• Attendance: Monitor/review sign-in sheets from previous Council meeting - The subcommittee discussed this record.</li> <li>• Ethics Training: 1 past due; 3 upcoming, 2 new members pending – The subcommittee reviewed this record. Reminders have been sent to members with overdue certificates and upcoming expiration.</li> </ul>		

5. Executive Business	<p>a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed this document and recommended postponing the AIS Contracts Presentation to later in the year. <b>[M/S – C. Maeoka/L. Taylor: unanimous]</b></p> <p>b. Standing Subcommittee Status and Appointments:</p> <ul style="list-style-type: none"> <li>• Executive &amp; Membership Subcommittee <ul style="list-style-type: none"> <li>○ Appointment of Susan Mallett as Secretary <b>[M/S – J. Osborne/C. Huber: unanimous]</b></li> </ul> </li> </ul> <p>c. Ancillary Subcommittee Status and Appointments: N/A</p> <p>d. Auxiliary Subcommittee Status and Appointments:</p> <ul style="list-style-type: none"> <li>• East County Action Network (ECAN) <ul style="list-style-type: none"> <li>○ Accept Resignation of Lorelei Taylor <b>[C. Maeoka/S. Huber: unanimous]</b></li> </ul> </li> </ul> <p>e. Ad Hoc Subcommittee Status and Appointments: N/A</p>
6. Other Items (Possible Action)	None.
7. Build November 8 <sup>th</sup> Council Meeting Agenda	The subcommittee prepared the agenda for the November 8 <sup>th</sup> Council Meeting. <b>[M/S – S. Huber/C. Maeoka: unanimous]</b>
8. Next Meeting	The next meeting will be rescheduled to November 29, 2021 at 10:30am.
9. Adjournment	Meeting adjourned at 11:47 am



# Vacancy Log <sup>+</sup>

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November 29, 2021

- ❖ **Current Vacancies** 8
  
- ❖ **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: 8**  
*May be filled 14 days after posting if vacant prior to terming out*
  - Seat #16 (5/13/21)\*
  - Seat #12 (10/8/24)
  - Seat #18 (10/13/22)
  - Seat #19 (10/13/22)
  - Seat #23 (2/13/23)
  - Seat #27 (9/9/23)
  - Seat #29 (4/9/24)
  - Seat #20 (12/18/22)
  
- ❖ **Pending Term Expiration:**
  - 1) Partial Term Expiring:
    - Seat #24 Susan Mallett (5/14/2022)
  - 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

**2021-22**

Name	Attendance Sign-in	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Bonilla, Judi		✓	✓	✓										Bonilla, J.
Cadmus, Morgan		A	✓	A										Cadmus, M.
Detsky-Weil, Faye		✓	✓	✓										Detsky-Weil, F.
Fields La Rue		✓	✓	✓										Fields, L.
Flynn, Monica*		✓	✓	✓										Flynn, M.
Garbanzos, Joe*		✓	✓	✓										Garbanzos, J.
Huber, Stephen		✓	✓	✓										Huber, S.
King, Shirley*		✓	✓	✓										King, S.
Larkins, Ethel*		✓	✓	✓										Larkins, E.
Ling, Paul		✓	✓	✓										Ling, P.
Maeoka, Chris		✓	A	✓										Maeoka, C.
Mallett, Susan		A	✓	✓										Mallett, S.
McCarthy, Martha		✓	✓	✓										McCarthy, M.
Monarrez, Paul		A	A	✓										Monarrez, P
Nocon, Molly*		✓	✓	✓										Nocon, M.
Osborne, John*		✓	✓	✓										Osborne, J.
Simon, Jacqueline*		✓	✓	✓										Simon, J.
Smith, Wanda		✓	✓	✓										Smith, W.
Splitgerber, Thomas*		✓	✓	A										Splitgerber, T.
Taylor, Lorelei		✓	✓	✓										Taylor, L.
Villafana, Luz*		A	A	A										Villafana, L.
Weber, Darlene*		A	✓	✓										Weber, D.

\* Supervisor Appointee

✓ = present for Advisory Council Meeting  
 A = Absent

# AIS Advisory Council (DRAFT)

## ANNUAL CALENDAR - COUNCIL FY 2021-22

MONTH	GUESTS/ACTIVITIES*	AIS TOPICS*	COUNCIL BUSINESS	
			Date Sensitive	Authority <sup>+</sup>
<b>SEPTEMBER</b> (9/13/21) <i>Fall Prevention</i> <i>World Alzheimer's</i>  <b>ANNUAL MEETING</b> BL 6(E)(4)	<b>ALZHEIMER'S SAN DIEGO</b>		❖ SWEAR-IN OFFICERS	IIIa 82.5(b) BL 4(A)(3)
			=> ADOPT ANNUAL CALENDAR	BL 5(C)(1)(a)(v)
			=> ADOPT ANNUAL REPORT	IIIa 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)
<b>OCTOBER</b> (10/11/21)	<b>SAN DIEGO OASIS</b>	HEALTH & COMMUNITY ENGAGEMENT TEAM	=> ADOPT COUNCIL GOALS	A-74(E)(4)
<b>NOVEMBER</b> (11/8/21) <i>National Family Caregiver</i>	<b>SOUTHERN CAREGIVER RESOURCE CENTER</b>		• CSL CAUCUS REPORT: Sacramento	WIC 9302
<b>DECEMBER</b> (12/13/21)	<i>LIVE WELL SAN DIEGO ANNUAL RPT/INDICATORS</i> => Make Supervisor appts.	<i>OMBUDSMAN ANNUAL RPT</i>		CDA PM 13-04, III (C)
<b>JANUARY</b> (1/10/22)	=> Make Supervisor appts. ✓ Supervisor visits	<i>BROWN ACT TRAINING</i> CA Gov Code 54953-54963	➤ APPOINT AREA PLAN SUBCOMMITTEE (Annual Update)	BL 5(C)(3)
<b>FEBRUARY</b> (2/14/22)	=> Make Supervisor appts. ✓ Supervisor visits	IN-HOME SUPPORTIVE SERVICES	✓ APPOINT BUDGET SUBCOMM.	
<b>MARCH</b> (3/14/22)	<i>OFF-SITE MEETING (TBD)</i> ✓ Supervisor visits			
<b>APRIL</b> (4/11/22)		<i>AGE WELL SAN DIEGO ANNUAL REPORT</i>	❖ APPOINT NOMINATING SUBCOMM	BL4(A)(2)
			➤ <b>AREA PLAN: ADOPT ANNUAL UPDATE</b>	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
<b>MAY</b> (5/9/22) <i>Older Americans</i>	<i>HHS A BUDGET PRESENTATION</i> per A-74(c)(8)	MSSP & CALL CENTER	⊕ APPOINT LEGISLATIVE SUBCOMM.	A-74(C)(12) BL 5(C)(3) WIC 9302
			• CSL VACANCY ELECTION <i>Next CSL Full Term Election: 2022</i>	
<b>JUNE</b> (6/13/22) <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	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 <i>Last submittal for mileage</i>	IIIa 82.12 BL 3(C)(2)
<b>JULY</b> (7/11/22) <b>July 1st -- County FY begins</b>		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 & Brown Act Training	N/A
			Draft Annual Calendar	BL 5(C)(1)(a)(v)
			Draft Annual Report	IIIa 82.16 BL1(B)(6)
			Draft Annual Goals	A-74(E)(4)
			Propose Subcommittees	BL 5(C)(2)(a)
<b>AUGUST</b> (no mtg.)				

\* Bold=confirmed; Italicized=annual  
Nov. 2021

<sup>+</sup> 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

December 13, 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 = 12)
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 October 11, 2021 Meeting Minutes (Action)\*
4. **Guest Speakers**
  - a.
  - b.
5. **AIS Director's Items** (Possible action)
  - a. Board Letters: N/A
  - 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. Standing Subcommittee Appointments
    - ii. Ancillary Subcommittee Appointments
    - iii. Auxiliary Subcommittee Appointments
    - iv. Ad Hoc Subcommittee Appointments
  - 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] 3/4/2021
    - iv. District #4: Fletcher [Villafana/Flynn] TBD (2021)
    - v. District #5: Desmond [Simon/Weber] 1/14/2021



- 7. **Ancillary Subcommittee Oral Reports** (Possible action)
  - a. LTC Ombudsman/Facilities (met 11/18/21): Joe Garbanzos, Chair
  - b. Healthy Aging (met 12/2/21): Wanda Smith, Chair
  - c. Housing (met 12/2/21): Paul Ling, Chair
  - d. Nutrition (met 11/30/21): Susan Mallett, Chair

- 8. **Ad Hoc Subcommittee Oral Reports** (Possible action)

- 9. **Auxiliary Liaison Written Reports** {See Addendum}\*

- 10. **Other Announcements**

- 11. **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/](http://www.aging.sandiegocounty.gov/)

[AISAdvisoryCouncil](#) **Council Meeting:** January 10, 2022, 12 noon

**Future Subcommittee Meetings:**

➤ LTC Ombudsman/Facilities:	12/16/2021	10:30 a.m.	[3 <sup>rd</sup> Thursdays]	Virtual
➤ Executive & Membership:	12/27/2021	10:30 a.m.	[4 <sup>th</sup> Mondays]	Virtual
➤ Nutrition:	1/4/2022	1:00 p.m.	[1 <sup>st</sup> Tuesdays]	Virtual
➤ Healthy Aging:	1/6/2022	10:00 a.m.	[1 <sup>st</sup> Thursdays]	Virtual
➤ Housing:	12/23/2021	12:00 p.m.	[4 <sup>th</sup> Thursdays]	Virtual

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