



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

May 23, 2023 | 9:00 a.m.

5560 Overland Ave, John Gaffaney Conference Room, 3rd Floor

*Virtual Participation*

Call in: 1 (346) 248-7799

Meeting ID: 829 1553 3650

Passcode: 282553

Click to [Join Zoom Meeting](#)

## AGENDA

\* (attachment)

1. **Call to Order & Attendance:** Stephen Huber, Chair
  - a. Welcome & Guest/Member Introductions
  - b. Confirmation of Quorum (Quorum = 3)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
  - a. Public Comment/Announcements: Members or non-members
  - b. Approval of April 25, 2023 Meeting Minutes (Action)\*
4. **Membership Business** (Possible Action)
  - a. Current Status – 11 vacancies
  - b. Resignations
  - c. Applicants
    - i. Application Log\*
    - ii. Application Review
    - iii. Interviews
  - d. Interested Parties
  - e. Vacancy Log\*
  - f. Actions
    - i. Recommendation to seat applicant(s)
    - ii. Actions regarding term expiration(s)
    - iii. Assign seat(s) for proposed member(s)
  - g. Membership
    - i. Attendance: Monitor/Review Attendance Log\*
    - ii. Ethics Training: 1 past due; 2 upcoming; 1 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**
7. **Build June 12<sup>th</sup> Council Meeting Agenda** (Action)\*
8. **Next Meeting:** TBD
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**

April 25, 2023 | 9:00 a.m.

Virtual Meeting  
 Call in: 1 (346) 248-7799  
 Meeting ID: 829 1553 3650  
 Passcode: 282553

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**MINUTES – DRAFT**

	<b>Members</b>	<b>Absent Members</b>	<b>Guests</b>
Attendance:	Stephen Huber, Chair Shirley King Susan Mallett John Osborne (Virtual)	Wanda Smith	
	<b>Staff</b>		
	Jana Jordan		
<b>Item</b>	<b>Outcome</b>		
1. Call to Order & Attendance	<b>Stephen Huber, Chair, called the meeting to order at 9:07 a.m.</b> a. Welcome & Guest/Member Introductions b. Confirmation of Quorum (quorum is 3): 4 members present (1 member participating virtually).		
2. Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstance) by a Council Member, if applicable.	Member J. Osborne joined virtually due an emergency circumstance (physical injury). <b>[M/S –S. Huber/S. Mallett: Aye (3); J. Osborne (A)]</b>		
3. Standard Business	a. Public Comments/Announcements: S. Huber shared information regarding virtual meetings from the recent TACC meetings. b. Approval of March 28, 2023 Meeting Minutes <b>[M/S –S. Mallett/S. King: Unanimous]</b>		
4. Membership Business	a. Current Status – 10 vacancies. The committee discussed vacancies, recruitment and seat terms. b. Resignations – N/A c. Applicants i. Application Log - The subcommittee reviewed this log. ii. Application Review – The committee reviewed the application of T. Kagan. iii. Interviews – The committee conducted an interview with candidate T. Kagan and recommended appointment to Seat # 12. <b>[M/S –S. Mallett/S. King: Unanimous]</b> d. Interested Parties – Individuals that have submitted an application will be encouraged to continue attending meetings. e. Vacancy Log • Supervisor-Appointed Seat Vacancies: 4 • Council-Appointed Seat Vacancies: 6 f. Actions i. Recommendations to seat applicant(s): Refer to item 4.c.iii ii. Recommendations regarding term expiration(s): N/A iii. Assign seat(s) for proposed member(s): Refer to item 4.c.iii g. Membership i. Attendance: Monitor/review sign-in sheets from previous Council meeting. ii. Ethics Training: 1 past due; 2 upcoming, 1 new members pending.		
5. Executive Business	a. Monthly Presentations- The subcommittee reviewed the calendar and upcoming guests. b. Standing Subcommittee Status and Appointments: N/A c. Ancillary Subcommittee Status and Appointments: • Appoint Jacqueline Simon to the Healthy Aging Subcommittee <b>[M/S –S. King/S. Huber: Unanimous]</b> d. Auxiliary Subcommittee Status and Appointments: N/A e. Ad Hoc Subcommittee Status and Appointments:		

	<ul style="list-style-type: none"> <li>• Convene the Nominating Ad Hoc Subcommittee and appoint members John Osborne (Chair), Casey Myers and Ethel Larkins <b>[M/S – S. Huber/S. King: Unanimous]</b></li> <li>• J. Jordan to reach out to membership for interest in joining the Legislative Ad Hoc Subcommittee (to be convened at May Council meeting).</li> </ul>
6. Other Items (Possible Action)	N/A
7. Build May 8 <sup>th</sup> Council Meeting Agenda	The May 8 <sup>th</sup> agenda was prepared. <b>[M/S – S. Mallett/S. King: Unanimous]</b>
8. Next Meeting	The next meeting will be on May 23, 2023 at 9:00am.
9. Adjournment	Meeting adjourned at 10:19 am



# Vacancy Log <sup>+</sup>

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May 23, 2023

❖ **Current Vacancies: 11**

❖ **Vacancies: Board of Supervisors-appointed Seats: 6**

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

- Seat #9 (1/2/23)
- Seat #1 (1/6/25)
- Seat #3 (1/6/25)
- Seat #7 (1/4/27)
- Seat #8 (1/4/27)
- Seat #10 (1/2/23)

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

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

- Seat #13 (10/11/26)
- Seat #17 (7/12/23)
- Seat #26 (9/11/24)
- Seat #28 (9/28/24)
- Seat #29 (4/9/24)

❖ **Pending Term Expiration:**

- 1) Partial Term Expiring:
  - Seat #22 Bradlyn Mulvey (7/8/23)
- 2) First Term Expiring:
  - Seat #30 Faye Detsky-Weil (7/8/23)
  - Seat #25 Wanda Smith (9/9/23)
  - Seat #27 Silvia Martinez (9/9/23)
- 3) Second Term Expiring: N/A

❖ **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

**2022-23**

Name	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Detsky-Weil, Faye	✓	✓	✓	A	✓	✓	✓	V	✓				Detsky-Weil, F.
Flynn, Monica*	✓	✓	A	A	✓	✓	✓	A	A				Flynn, M.
Huber, Stephen	✓	✓	✓	✓	✓	A	✓	✓	✓				Huber, S.
Kerr, Mina	✓	A	✓	✓	✓	✓	✓	✓	✓				Kerr, M.
King, Shirley*	✓	✓	A	✓	✓	✓	✓	✓	A				King, S.
Larkins, Ethel*	✓	✓	✓	A	✓	✓	✓	V	✓				Larkins, E.
Lewis, Elaine		✓	✓	✓	✓	✓	✓	✓	✓				Lewis, E.
Mallett, Susan	✓	✓	✓	✓	✓	✓	✓	✓	✓				Mallett, S.
Martinez, Silvia	✓	✓	✓	✓	✓	✓	✓	✓	✓				Martinez, S.
McNamara, Dan	✓	A	✓	A	✓	✓	✓	✓	✓				McNamara, D.
Mulvey, Bradlyn	✓	✓	✓	✓	✓	✓	✓	✓	✓				Mulvey, B.
Myers, Casey								✓	✓				Myers, C.
Nocon, Molly*	✓	A	A	✓	✓	✓	✓	✓	✓				Nocon, M.
Osborne, John*	✓	✓	✓	A	✓	✓	✓	✓	✓				Osborne, J.
Simon, Jacqueline	✓	✓	✓	✓	✓	✓	✓	✓	✓				Simon, J.
Sirisakorn, Smith								✓	✓				Sirisakorn, S.
Smith, Wanda	✓	✓	A	✓	✓	✓	A	✓	✓				Smith, W.
Stensberg, Kristine	✓	✓	✓	✓	✓	✓	✓	✓	✓				Stensberg, K.
Vazquez, Pualani	✓	✓	✓	A	✓	✓	✓	✓	A				Vazquez, P.

\* Supervisor Appointee

✓	= present for Advisory Council Meeting
A	= Absent

# AIS Advisory Council

## ANNUAL CALENDAR - COUNCIL FY 2022-23

MONTH	GUESTS/ACTIVITIES*	AIS TOPICS*	COUNCIL BUSINESS	
			Date Sensitive	Authority <sup>†</sup>
<b>SEPTEMBER</b> (9/12/22) <i>Fall Prevention</i> <i>World Alzheimer's</i>  <b>ANNUAL MEETING</b> BL 6(E)(4)	ELDER JUSTICE TASK FORCE		❖ 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> (10/10/22)		AGING ROADMAP ANNUAL REPORT	=> ADOPT COUNCIL GOALS	A-74(E)(4)
<b>NOVEMBER</b> (11/14/22) <i>National Family Caregiver</i>	OFFICE OF MILITARY AND VETERANS AFFAIRS		• CSL CAUCUS REPORT: Sacramento	WIC 9302
<b>DECEMBER</b> (12/12/22)	LIVE WELL SAN DIEGO ANNUAL RPT/INDICATORS	OMBUDSMAN ANNUAL REPORT		CDA PM 13-04, III (C)
<b>JANUARY</b> (1/9/23)	SERVING SENIORS	BROWN ACT TRAINING CA Gov Code 54953-54963	➤ APPOINT AREA PLAN SUBCOMMITTEE (Annual Update)	BL 5(C)(3)
<b>FEBRUARY</b> (2/13/23)		IN-HOME SUPPORTIVE SERVICES	✓ APPOINT BUDGET SUBCOMM.	
<b>MARCH</b> (3/13/23)		CONTRACTS	⚙️ RETURN TO IN-PERSON MEETINGS	
<b>APRIL</b> (4/10/23)	CalAIM	HEALTH & COMMUNITY ENGAGEMENT TEAM	➤ AREA PLAN: ADOPT ANNUAL UPDATE	IIIa 82.1(a) A-74(C)(8) BL 5(C)(3)
<b>MAY</b> (5/8/23) <i>Older Americans</i>	HHS BUDGET PRESENTATION per A-74(c)(8)	MSSP	⊕ APPOINT LEGISLATIVE SUBCOMM. APPOINT NOMINATING SUBCOMM.	A-74(C)(12) BL 5(C)(3)
			• CSL VACANCY ELECTION <i>Next CSL Full Term Election: 2026</i>	WIC 9302
<b>JUNE</b> (6/12/23) <i>World Elder Abuse Awareness</i> <i>Alzheimer's &amp; Brain Awareness</i> June 30th -- County FY ends	Dr. Lindsey Yourman, Chief Geriatric Officer	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	
			<i>Last submittal for mileage</i>	IIIa 82.12 BL 3(C)(2)
<b>JULY</b> (7/10/23) 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 & 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>AUGUST</b> (no mtg.)				

\* Bold=confirmed; Italicized=annual  
5/19/2023

<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

June 12, 2023 | 12:00 p.m.

5560 Overland Ave, Joaquin Anguera Room, 3rd Floor

### Virtual Participation

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:** Stephen Huber, Chair
  - a. Welcome & Pledge of Allegiance
  - b. Guest/Member Introductions
  - c. Confirmation of Quorum (quorum = 10)
2. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Council Member, if applicable.** (Possible Action)
3. **Standard Business**
  - a. Public Comment/Announcements: Members or non-members
  - b. Approval of May 8, 2023 Meeting Minutes (Action)\*
4. **AIS Director's Items** (Possible action)
  - a. AIS Director's Update
  - b. Board Letters
5. **Guest Speakers**
6. **Executive & Membership Subcommittee Report/Other Business** (Possible action)
  - a. Chair's Report: Stephen Huber, Chair
  - b. Membership Report: Susan Mallett, Secretary
  - c. Board of Supervisors Annual Visits (Dates posted as confirmed):
    - i. District #1: Vargas [Vacant/Larkins] 10/4/2022
    - ii. District #2: Anderson [Vacant/Nocon] 2/22/2023
    - iii. District #3: Lawson-Remer [King/Osborne] 1/18/2023
    - iv. District #4: Fletcher [Vacant/Flynn] 1/5/2022
    - v. District #5: Desmond [Vacant/ Vacant] 5/31/2022



- 7. **Ancillary Subcommittee Oral Reports** (Possible action)
  - a. LTC Ombudsman/Facilities (met XX/XX/XX): Dan McNamara, Chair
  - b. Healthy Aging (met XX/XX/XX): Wanda Smith, Chair
  - c. Housing (met XX/XX/XX): TBD, Chair
  - d. Nutrition (met XX/XX/XX): 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:**

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 10, 2023, 12 noon

**Future Subcommittee Meetings:**

- LTC Ombudsman/Facilities:   XX/XX/XX    2:15 p.m.    [2<sup>nd</sup> Mondays]
- Executive & Membership:    XX/XX/XX    10:30 a.m.   [4<sup>th</sup> Tuesdays]
- Nutrition:                    XX/XX/XX    1:00 p.m.    [1<sup>st</sup> Wednesdays]
- Healthy Aging:                XX/XX/XX    2:15 p.m.    [2<sup>nd</sup> Mondays]
- Housing:                        TBD            TBD            TBD

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