



SOLANO COUNTY BOARD OF SUPERVISORS ADVISORY BOARD/COMMISSION REVIEW SHEET

Date: October 23, 2018

Name of Advisory Board: Senior Coalition of Solano County

Name of person completing review sheet: Deloris Roach, Senior Coalition Coordinator

Name and Department of County Contact/Staff assigned to Board: Joyce Goodwin, Health Services Administrator, Older & Disabled Adult Services, Health & Social Services

PURPOSE

1. What is the purpose of the advisory board? The purpose of the Coalition is to:
 - Provide a forum for interagency cooperation and coordination of efforts designed to improve and enrich the lives of seniors;
 - Promote public awareness of the issues affecting seniors and the resources available;
 - Recommend improvements in services affecting seniors;
Encourage and facilitate community support for seniors;
 - Establish priorities to facilitate better integration of senior services within Solano County; and
 - Provide advice and recommendations to the Board of Supervisors regarding the adoption and implementation of Board policies and actions that may be necessary to accomplish the Coalition's purposes.
2. Does the board/commission have a mission statement? Yes, see below.
The mission of the Senior Coalition is to advocate for and support efforts that improve and enrich the lives of seniors living and working in Solano County.
3. Please provide the most recent copy of board/commission's bylaws and include the date they were approved by the Board of Supervisors.

See attached. Approved May 26, 2009.
4. Please reference how, why and when the board/commission was created.

The Senior Coalition was established in May 2006 when a gap in addressing senior issues was noticed. Interested community members and senior service providers work together to advise the County Board of Supervisors on senior issues. There is no other group that serves the same function as the Senior Coalition in Solano County.

MEETING SCHEDULE

5. How often does the advisory board meet?

Monthly, with the exception of January and July of each year. (Note: the Executive Committee also meets once a month and may, when necessary, hold special meetings, including during the months of January and July.)

6. Does the board/commission adopt an annual work plan? If so, please provide a copy, and include the County staff involved? If there is no work plan, explain why there isn't one?

The Coalition uses its Strategic Plan as its work plan. The FY 2017 - 2018 plan had as its priorities addressing senior poverty, elder abuse/neglect and affordable/accessable housing for seniors.

Activities and strategies included launching a pilot project to assist seniors in finding needed resources (Bridging Opportunities and use of the Network of Care website). It also called for partnerships and programs to create elder abuse awareness and prevent scams against seniors. Raising awareness around senior issues such as falls prevention and the celebration and purposes for Older America Month, and increasing the use of social media platforms was also included.

Included, too, was a call for building partnerships with cities and providing at least two presentations to community or civic groups on senior issues. Please see plan attached for more information.

7. Please attach membership list and attendance records for October 2017 through September 2018 or since the last reporting period. (Refer to sample attendance record)

See attached.

BROWN ACT REQUIREMENTS

8. Please answer the following related to the Advisory Board Principles and Policies. If you answered "no" to any of the questions below, please explain:

A. Was a quorum present at each meeting? No, the June 1, 2018 meeting did not have a quorum.

B. Did each new member receive training and written guidelines on the Brown Act? There are no official new members because members who have been approved by the Coalition have not yet been approved by the Board of Supervisors. However, those who have been approved by the Coalition will receive training during a session planned for the entire membership in February 2019.

C. Did existing members receive a review of the Brown Act? Yes. The Senior Coalition reviews the Brown Act every other year in accordance with Policy 5-B of the BOS Principles and Policies document, "Advisory boards shall review the Brown Act requirements every two years". The last review was conducted in May 2017 and a refresher session is planned for February 2019.

- D. Were agendas posted and minutes taken in accordance with the Brown Act and the Advisory Board Principles and Policies?

Yes.

OBJECTIVES AND ACCOMPLISHMENTS

9. List primary goals and objectives from the last reporting period and note if they were met.

Goals and objectives for the 2016-2017 period, according to records on file, were associated with:

- training trainers for Savvy Saving Seniors;
- holding Cover Your Assess events;
- launching Bridging Opportunities in Rio Vista;
- presenting mini-medical school events;
- recognizing Older American Month;
- conducting the Centenarian Commemoration; and
- outreach and engagement with community groups.

The listed goals and objectives were met and accomplishments were reported as working with partners such as Brookdale Senior Living, Kaiser, NorthBay and the Salvation Army Kroc Center to plan, present and support events, including the mini-medical school mentioned previously. Partnerships were also formed with Congressman John Garamendi and California Assembly and Senate members Bill Dodd and Jim Frazier to host events that addressed issues important to seniors.

The Coalition also worked with the District Attorney's Office and the Family Justice Center to conduct the Annual Elder Abuse Prevention Forum. It partnered, too, with Faith In Action to have the organization act as its fiscal agent.

10. List primary goals and objectives for the current reporting period.

Primary goals and objectives for the current reporting period (October 2017 - September 2018) were:

- Hiring and orienting a new coordinator.
- Continuing to work on priorities listed in the 2017-2018 Strategic Plan to address senior poverty; elder abuse awareness and affordable housing.
- Updating/developing a new Strategic Plan for 2018-2020.
- Holding one public education forum.
- Raising awareness around senior issues, particularly fall prevention, Older American Month and World Elder Abuse Awareness Week.
- Planning and staffing the 12th Annual Centenarian Commemoration.

- Updating social media platforms - website maintenance and creation of a new Facebook page.
 - Supporting the Coalition's numerous committees (legislation; elder abuse and neglect; Bridging Opportunities presentations; events, marketing, poverty strategies; affordable housing; engagement/isolation; Savvy Saving Seniors, and the Centenarian planning committee).
 - Outreach to diverse communities.
 - Distribution of information for partner agencies.
 - Building partnerships with cities through the cities' appointed representatives on the Coalition and,
 - Providing two presentations on senior issues.
11. Briefly outline accomplishments for the current reporting period (October 2017 – September 2018), and how those accomplishments were shared with other agencies.

Accomplishments for the current reporting period (October 2017 - September 2018) include:

- Hired a new coordinator November 7, 2017.
- Developed and presented two workshops (April and May) and conducted a survey among Coalition members and partners on senior issues to inform the creation of the Coalition's Strategic Plan for FY 2018 - FY 2020. Plan includes new committees to address four priorities: poverty issues; elder abuse awareness; affordable housing and senior isolation/engagement issues.
- Partnered with State Senator Bill Dodd and Supervisor John Vasquez to plan, promote and conduct a very successful educational forum on disaster preparedness for seniors (May 19th) where more than 130 people, presenters, and information booth vendors participated. Worked with multiple Coalition members and partners and city and county agencies, including the county office of emergency services; the Sheriff's Department, representatives from the Vallejo Fire Department, Cal Fire and the City of Napa Fire Chief; the American Red Cross; the Fairfield Fire Department; Coalition city representatives from Fairfield, Rio Vista, Benicia and Suisun City; AMR Ambulance; Paradise Valley Estates; Apex Care; Your Home Senior Care Services; Faith In Action and the Salvation Army. Sponsors included Wal-mart (from Dixon), Rockville Terrace Senior Living and Dutch Brothers Coffee. Press coverage of the event included eight news articles in local and regional media.
- Planned, promoted and staffed the 12th Annual Centenarian Commemoration (September 25) where 41 Centenarians were honored. Worked with county health department representatives and staff from Supervisor Vasquez's office and the County Administrator's Office. The Coalition planning committee included representation from the California Senior Legislature, Yolo Hospice, Suisun City Senior Center, and Winter's Elder Day recognition program. Also got assistance from county library staff. Sponsors for the event included Rockville Terrace Senior Living, Paramount House Senior Living; Brookdale; Cornerstone Senior Living; Vacaville Convalescent and Rehab Center; Fairfield Post-Acute Rehab; and Comfort Keepers Senior Care Providers. Media coverage of the event included local and regional print and broadcast media (FOX 40 news).
- Worked with all of the represented member agencies on the Coalition to create additional committees for FY 2018 - FY 2020, including ones for legislation, events and marketing and a Bridging Opportunities Planning Committee; and re-instituted the membership committee.
- Began a study on affordable housing needs and opportunities for seniors, including shared housing.

- Voted to support two pieces of state legislation that passed and was signed by the Governor - AB 3200 (reinstates benefits for seniors and the disabled that were lost during the 2008 recession) and SB 1152 (requires hospitals to have a plan for the discharge of homeless patients).
- Developed a new legislation review and support flow chart that demonstrates how a bill moves from the Coalition's Legislative Committee to the Coalition and ultimately to the Board of Supervisors for consideration.
- Trained four new trainers for the Savvy Saving Seniors program and held sessions in Suisun City, Vacaville and Fairfield where a total of 30 seniors were trained in money management, scam avoidance, and how to locate needed resources.
- Created a new Senior Coalition Facebook page and is preparing to buy a new URL and create a new website.
- Held meetings/conversations with the mayors of Suisun City (regarding Bridging Opportunities) and the City of Vallejo (regarding outreach for the disaster preparedness event and Vallejo's support for the Coalition, asking that a representative be appointed; and a new representative for the City of Vallejo was appointed).
- Provided information to cities (Fairfield, Vacaville, Suisun City, Rio Vista, Dixon, Vallejo) through the Coalition's city representatives and city staff to promote the May 19th disaster preparedness forum and Centenarian ceremony.
- Presented before the Senior Poverty Working Group on next steps for Bridging Opportunities and before the Vacaville Senior Club on the Coalition's mission, strategic plan, and accomplishments, and to promote the Centenarian Commemoration event. Additional presentations to civic and community groups are planned.
- Met with Imam Faridbeg Mirza, religious director of the Islamic Center of Fairfield (the largest mosque in the city) to discuss his and his members' possible involvement with the Coalition. And, conducted outreach to organizations and community members through participation as a vendor at the Vacaville Reporter's Celebrate Seniors event; the Suisun City Senior Center's Seniors Health and Resources Fair and the Solano County District Attorney Office's 3rd Annual Elder Abuse Forum.

Ancillary Infrastructure Accomplishments

- Created a new public information membership roster.
- Recruited three new members.
- Held/staffed 21 meetings - 10 general Coalition meetings and 11 Executive Committee meetings.
- Adopted a change to Coalition Bylaws Article VIII that codifies the County's current staffing practice for the Coalition. (Amendment is not yet approved by the Board of Supervisors.)
- Created a new publicity plan for the Coalition that the Executive Committee will begin using in November 2018.
- Received reports from its fiscal agent that showed a year-end balance for the FY 2017 - 2018 year to be just over \$5000.

- Adopted a FY 2018-2019 operations budget.
- Submitted a Board of Supervisors' agenda request item supporting appointment and/or reappointment of 11 Coalition members.

ADDITIONAL INFORMATION

12. Please add any additional comments. Comments should be 150 words or less.

The Senior Coalition of Solano County is a unique collaboration of senior residents, civic and government organizations and providers of senior services. It is unlike any group in the county and much of California. The value of the group will only grow as the county's senior population continues to increase and the need for innovative, creative responses to associated problems rises. Members come from a broad range of backgrounds and agencies - everything from law to medicine, faith and recreation organizations, and housing services. They are looking forward to using their vast mix of experience and expertise to help the Coalition meet its mission.

ATTACHMENTS

Bylaws

Strategic Plan FY 2017 - 2018

Membership Roster as of September 30, 2018

Annual Member Attendance Record

BYLAWS OF THE SENIOR COALITION OF SOLANO COUNTY

ARTICLE I - NAME

The name of this body shall be the Senior Coalition of Solano County (Coalition). The Coalition is an Advisory Board to the Solano County Board of Supervisors (“Board of Supervisors”) and is governed by the County Charter and the Board of Supervisors Advisory Board Principles and Policies (“Principles and Policies”), adopted by the Board of Supervisors on June 7, 2005.

ARTICLE II – MISSION, VISION and VALUES

The mission of the Coalition is to advocate for and support efforts that improve and enrich the lives of seniors living and working in Solano County. The vision of the Coalition is that Solano County is a place where seniors are healthy, safe and secure; share their skills and experience; and are valued and celebrated for their wisdom and contributions. The values of the Coalition are Inclusion, Wellness, Respect, Safety and Leadership. The values are defined as:

- **Inclusion:** The Coalition reflects the rich ethnic, cultural, and religious diversity of Solano County without regard to sexual orientation.
- **Wellness:** The Coalition promotes the physical and mental health efforts that lead to self-sufficiency and the personal well-being of seniors.
- **Respect:** The Coalition ensures its efforts value the personal dignity of seniors.
- **Safety:** The Coalition brings together and successfully engages people and organizations who impact the quality of life for seniors.
- **Leadership:** The Coalition provides guidance and recommendations on senior issues to the Board of Supervisors.

ARTICLE III - PURPOSE

A. The purpose of the Coalition is to:

1. Provide advice and recommendations to the Board of Supervisors regarding the adoption and implementation of Board policies and actions that may be necessary in order to accomplish the Coalition’s purposes;
2. Provide a forum for interagency cooperation and coordination of efforts designed to improve and enrich the lives of seniors;
3. Promote public awareness of the issues affecting seniors and the resources available;
4. Recommend improvements in services affecting seniors;

5. Encourage and facilitate community support for seniors; and
6. Establish priorities in order to facilitate better integration of senior services within Solano County.

ARTICLE IV - MEMBERSHIP

A. The Coalition shall consist of up to twenty-seven (27) members. The Board of Supervisors shall appoint 20 members of the Coalition. Each of the seven cities within Solano County shall appoint one member to the Coalition. The members shall consist of representatives from the agencies and/or groups listed below. Concerted efforts will be made to ensure that there is at least one representative from each of the categories. Terms are for two years. Members must live or work in Solano County.

1. **Solano County Board of Supervisors representatives (5):** Representatives shall be directly appointed by members of the Board of Supervisors with one (1) representative from each Supervisorial District.
2. **City Appointed Representatives (7):** Representatives shall be directly appointed by the respective cities of Vallejo, Benicia, Dixon, Rio Vista, Fairfield, Suisun City and Vacaville.
3. **Legal and Law Enforcement:** The representation in this category is encouraged to include, but is not limited to, those individuals involved in the enforcement and prosecution of senior-specific crimes and legal professionals facing the senior community.
4. **Community Based Organizations:** The representation from these organizations shall reflect non-profits, for-profits, and faith-based organizations that provide services to the senior community. Efforts shall be made to include representatives from veteran's services, housing, transportation, elder abuse prevention and intervention, senior centers, and organizations serving underrepresented groups.
5. **Health, Mental Health, and Medical:** The representation of this category is encouraged to include, but is not limited to, those individuals involved in providing medical care or care facilities that provide services to seniors, such as skilled nursing providers, hospital administration and direct health care providers.
6. **Seniors:** Individuals in this category must be at least age 55 and have an active interest in and wish to be active participants in the Coalition.

B. Representatives from Solano County departments, such as Health and Social Services, District Attorney, Sheriff, and Office of Family Violence and Prevention are encouraged to participate in an advisory role to the Coalition.

C. Other interested community members can serve as partners of the Senior Coalition. Although partners of the Senior Coalition may participate in Senior Coalition activities, they may not vote on matters brought before the Senior Coalition.

ARTICLE V – VACANCIES & RESIGNATIONS

- A. Upon a member's absence from any three consecutive general membership meetings or four general membership meetings in a one-year period, the member is subject to removal from the Coalition at the discretion of the Executive Committee. The one-year period begins July 1st and ends June 30th. A leave of absence will be considered by the Executive Committee under extenuating circumstances. The Coalition will keep the Board of Supervisors apprised of any absenteeism issues.
- B. The Board of Supervisors shall appoint members to fill vacancies as they occur. The Coalition may make recommendations for members to fill such vacancies.
- C. Attendance at all meetings is recorded on a sign-in sheet. Members are responsible for signing the attendance sheet.
- D. A resignation of a member from the Coalition shall be in writing.

ARTICLE VI - CONSENSUS AND VOTING REQUIREMENTS

- A. Under the Brown Act, a majority vote of a quorum is required to take any action. Each member has one vote, shall disclose any conflict of interest and recuse themselves from voting on any matter in which they have a disqualifying conflict of interest under applicable law.
- B. A quorum is necessary to conduct business and make recommendations. A quorum shall consist of a majority of the seated members.
- C. In the event of a tie vote, the Chairperson may cast the deciding vote. If the Chair chooses to abstain, the Chair may direct that the item be brought *back for reconsideration at the next meeting of the Coalition*.
- D. Members may, at any point in a meeting, decide to make decisions on a unanimous consent basis. If there is any objection, regular voting procedures under Robert's Rules of Order may apply if not in conflict with the Brown Act.

ARTICLE VII - MEETINGS

- A. Meetings of the Coalition shall be held on the first Friday of each month from 12:00 noon to 2:00 p.m. with the exception of July and January, or when the meeting overlaps with a holiday
- B. All meetings of the Coalition are subject to the provisions of the Ralph M. Brown Act and shall be open and public, with minutes recorded and an agenda posted. All interested persons shall be permitted to attend such meetings. Time shall be set aside for limited public comment on items not on the posted agenda, and the public shall be given an opportunity to make limited comment on all agenda items.
- C. Written notice of each regular meeting of the Coalition, specifying the time, place, and agenda items, shall be sent to each member not less than 72 hours prior to the meeting according to the Brown Act.

ARTICLE VIII - STAFFING

The Solano County Department of Health and Social Services will provide the Coalition with staff support. Staff will assist the Coalition and provide secretarial and other functions as required including maintaining the bylaws, correspondence, meeting attendance sign-in sheets and posting meeting agendas.

ARTICLE IX - OFFICERS

- A. The officers of the Coalition shall be the Chair and Vice Chair and Secretary/Treasurer.
- B. The Coalition shall elect from its members, at its regular meeting in March of each year, a Chair, a Vice Chair, and a Secretary/Treasurer. The Chair, Vice Chair and Secretary/Treasurer should not serve more than two consecutive one-year terms. The newly elected officers shall take office upon election. A vacancy in either position shall be promptly filled by the Coalition, and such replacement officer shall serve out the remainder of the term.
- C. It shall be the duty of the Chair to preside over all meetings of the Coalition, to vet and approve chairpersons of any standing or ad hoc committees, and to exercise such other powers and perform such other duties as prescribed by the Coalition.
- D. It shall be the duty of the Vice Chair to assist the Chair in the execution of that office, to preside at meetings in the event of the absence of the chair, and to exercise such other powers and to perform such other duties as may be delegated by the Chair or as may be prescribed by the Coalition. The Secretary shall maintain the Coalition's minutes.

ARTICLE X - COMMITTEES

- A. There shall be an Executive Committee, consisting of the Chair, the Vice Chair, the Secretary/Treasurer and at least two additional members of the Coalition. The additional members shall be elected by the general membership at the March meeting along with the officers. The Chair of the Coalition shall facilitate meetings of the Executive Committee.
- B. The purpose of the Executive Committee shall be to advise and assist the membership in attaining the purpose set forth in Article III of these bylaws. The Executive Committee may perform all administrative duties necessary for the efficient operation of the Coalition as a whole.
- C. The Coalition may form standing or ad-hoc committees when it appears necessary. Committee meetings shall be called by the chairperson of such committee or by the Chair of the Coalition. These committees may consist of but not be limited to membership, public education and legislation.
- D. The Coalition should call ad hoc meetings with the Senior Issues Committee, as the Coalition's oversight committee, as necessary, to discuss and evaluate Coalition-recommended policies before taking them to the full Board of Supervisors.

ARTICLE XI - AMENDMENTS

These bylaws may be amended by a majority vote of a quorum of the Coalition at any regular or called meeting provided that written notice of the amendment shall have been submitted to each Coalition member at least 72 hours prior to the meeting. Subsequent to Coalition action, the amendment must be approved by the Solano County Board of Supervisors.

ARTICLE XII - ANNUAL REPORTS

The Coalition shall make an annual report to the Solano County Board of Supervisors no later than one hundred twenty (120) days after the close of the fiscal year as part of the annual goals and accomplishments of

appointed advisory boards agenda item that is prepared for the Board in November of each year for the 12-month period ending September 30th.

SENIOR COALITION OF SOLANO COUNTY
Strategic Plan Goals and Activities/Initiatives for FY 2017-2018

Strategic Priorities

1. Senior Poverty
2. Elder Abuse/Neglect
3. Affordable/Accessible Housing

Activities and Initiatives

Centenarian Commemoration

Senior Poverty

- Bridging Opportunities Initiative with Cities
- Savvy Saving Seniors Trainings
- Network of Care

Elder Abuse and Neglect

- Cover Your Assets
- Awareness Month, WEEAD
- Partner with Solano Partnership Against Violence (SPAV)
- Partner with Real Estate Fraud Advisory Team

Public Education

- One educational event/forum in March

Raise Awareness

- Fall Prevention Week
- Older Worker's Week
- May as Older American's Month
- Manage social media – website and Facebook for Senior Coalition
- Distribute information and flyers for partner agencies

Committees

- Legislative Committee
- Elder Abuse and Neglect Committee
- Savvy Saving Seniors Committee
- Senior Poverty Working Group
- Executive Committee
- Bridging Opportunities City Presentation Committee
- Event Committee – ad hoc as needed
- Marketing/Publicity Committee

Partnerships

- Build partnerships with cities (city representatives)

Presentations

- Provide at least two (2) presentations on senior issues

Approved April 7, 2017

Solano County Senior Coalition Membership Roster as of September 30 2018

(14 Voting Members)

<u>Category of Membership</u>	<u>Member</u>
District 1 Representative (Sup. Hannigan)	VACANT
District 2 Representative (Sup. Brown)	Steve Sillen
District 3 Representative (Sup. Spering)	VACANT
District 4 Representative (Sup. Vasquez)	VACANT
District 5 Representative (Sup. Thomson)	VACANT
City of Benicia Representative	VACANT
City of Dixon Representative	VACANT
City of Fairfield Representative	Rose Mary Lewis
City of Rio Vista Representative	Judy Calpo
City of Suisun Representative	Wanda Wallis
City of Vacaville Representative	VACANT
City of Vallejo Representative	Brenda Crawford

Legal, Law, Community Organizations, Health, Medical and Seniors Categories

Faith Based Organization	(Faith In Action)	The Rev. Robert T. Fuentes
For Profit Organization	(Paradise Valley)	Linda Johnson
Health/Medical		VACANT
Housing (senior housing)		Jenalee Dawson
Law Enforcement/Legal (Legal Services of Northern California)		Lauren Carden
Law Enforcement/Legal/Health Medical		VACANT
Law/Legal California Senior Legislator		VACANT
Non-Profit		VACANT
Non-Profit Organization	(Yolo Hospice)	Louise Joyce
Non-Profit/Senior Center (Suisun)		Karen Mickens
Senior		VACANT
Senior		Wallace Pearce
Senior		Laverne Appleby-Stewart
Senior		VACANT
Transportation (STA)		Debbie McQuilken

Senior Coalition of Solano County Advisory Board
Attendance Record
 October 1, 2017 through September 30, 2018

Notes:
 **Brown Act Training set for February 2019
 *AB1234 Training will start Dec 2018.

Committee Position (List all committee positions)	Member (List names or Vacant)	Term of Office (List term or term expiration date) <i>Note:</i> expiration dates listed.	October	November	December	January	February	March	April	May	June	July	August	September	Date of Last Brown Act Training and/or Review **	Date of Last AB 1234 Training *	Received Copy of BOS Principles and Policies
District 1 Representative	VACANT		N/A	N/A	N/A	N/A						N/A					
District 2 Representative	Steve Sillen Sup Brown Rep	Sep-19	X	X	X	N/A	X	A	X	X	A	N/A	X	X	TBD	TBD	Y
District 3 Representative	VACANT	N/A	N/A	N/A	N/A	N/A						N/A	N/A	N/A			
District 4 Representative	Tracee Stacy Sup Vasquez Rep	Jan-17	A	A	A	N/A	X	X	X	A	NOT REAPPOINTED		N/A	N/A	N/A	N/A	N/A
District 5 Representative	Marjorie Litsinger Sup Thon	May-19	X	X	X	N/A	X	X	X	X	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A
City of Vacaville	Noel Vargas Vaca Rep	Feb-17	A	A	X	N/A	A	A	A	A	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A
City of Dixon	VACANT		N/A	N/A	N/A	N/A						N/A	N/A	N/A			
City of Fairfield	Rose Mary Lewis FF Rep	10/25/2020 (appointed 10/25/18)	N/A	X	X		A	X	X	X	X	N/A	X	X	TBD	TBD	Y
City of Suisun	Wanda Wallis Suisun Rep	May-17	A	X	A	N/A	X	X	X	A	A	N/A	A	A	TBD	TBD	Y
City of Vallejo	Brenda CrawfordVallejo Rep	Api - 20	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	APPOINTED 4/10/18		A	A	TBD	TBD	N/A
City of Benicia	Dale Alexander Benicia Rep	Mar-17	X	A	X	N/A	X	X	X	A	RESIGNED	N/A	N/A	N/A	5/5/17	N/A	N/A
City of Rio Vista	Judy Calpo Rio Vista Rep	Api -19	X	X	X	N/A	X	X	X	X	X	N/A	X	X	5/5/17	TBD	Y
For-Profit	Linda Johnson	Jun-19	X	X	X	N/A	A	X	X	X	A	N/A	A	A	TBD	TBD	Y
Non-Profit	Louise Joyce	Mar-19	A	X	A	N/A	A	A	A	A	X	N/A	X	A	5/5/17	TBD	Y
Housing	Jenalee Dawson	Jun-18	X	X	X	N/A	X	X	X	X	X	N/A	X	X	5/5/17	TBD	Y
Non-Profit	Leanne Martinsen	Jun-18	A	X	X	RESIGNED					N/A	N/A	N/A	N/A	5/5/17	N/A	N/A
Faith-Based	Robert Fuentes	Jun-18	X	X	X	N/A	X	X	X	X	X	N/A	X	X	5/5/17	TBD	Y
Transportation	Debbie McQuilken	Feb-19	X	A	X	N/A						N/A			5/5/17	TBD	Y
Health/Medical	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Senior	Laverne Appleby-Stewart	Apr-18	X	X	A	N/A	X	X	X	X	A	N/A	A	X	5/5/17	TBD	Y
Senior	Barbara Ewing	Apr-18	X	X	X	N/A	X	X	RESIGNED	N/A	N/A	N/A	N/A	N/A	5/5/17	N/A	N/A
Senior	Wallace Pearce	Mar-19	X	X	X	N/A	X	X	X	X	A	N/A	X	A	TBD	TBD	Y
Senior	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Law/Legal California Senior Legislator	VACANT	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A			
Law Enforcement/Legal	Lauren Carden	Feb-19	X	A	X	N/A	X	X	X	X	A	N/A	A	X	5/5/17	TBD	Y
Non-Profit/Senior Center	Karen Mickens	Jun-18	X	A	A	N/A	X	A	X	A	A	N/A	A	X	TBD	TBD	Y
Law Enforcement/Legal/Health Medical	Chuck Timm	Apr-18	A	X	A	N/A	A	X	A	A	RESIGNED	N/A	N/A	N/A	N/A	N/A	N/A

Minutes sent to BOS		Y	Y	Y		Y	Y		Y		Y		Y	Y
Minutes sent to CAO		Y	Y	Y		Y	Y		Y		Y		Y	Y
Quorum Present *	* 51% of filled positions	Y	Y	Y		Y	Y		Y		N		Y	Y

X = PRESENT
 A = ABSENT
 Y = YES
 N = NO

Agenda Posting Locations: (State where agendas are posted)	YES NO	County Administration Center Bulletin Board HSS (275 Beck Street) Bulletin Board
		Brown Act Training is required within one year of appointment and reviewed every two years thereafter.
		AB1234 is required within one year of appointment and renewed every two years thereafter. Renewal trainings satisfy the above Brown Act review requirements.

Quorum Present (* Define what a quorum is)
 Example: 51% of filled positions, 5 members per bylaws, etc.