



## Agenda Submittal

**Agenda #:** 21 **Status:** Regular Calendar  
**Type:** Appointment **Department:** County Administrator  
**File #:** 18-774 **Contact:** Birgitta E. Corsello, 784-6100  
**Agenda date:** 11/6/2018 **Final action:** 11/6/2018  
**Title:** Consider and appoint the Board of Supervisors' member and alternate to the Napa/Solano Area Agency on Aging oversight board; Review and approve the recruitment process and timeline for the remaining two Board appointed oversight board members and alternates and the advisory council members; and Consider and select an oversight board meeting date/time/location in December 2018  
**Governing body:** Board of Supervisors  
**District:** All  
**Attachments:** 1. A - Application form, 2. Minute Order

Date	Ver.	Action By	Action	Result
11/6/2018	1	Board of Supervisors	Approved	

Published Notice Required? Yes ☐ No ☒  
Public Hearing Required? Yes ☐ No ☒

### DEPARTMENTAL RECOMMENDATION:

The County Administrator's Office (CAO) and the Department of Health and Social Services (H&SS) recommend the Board of Supervisors consider and appoint the Board of Supervisors' member and alternate to the Napa/Solano Area Agency on Aging (AAA) oversight board; review and approve/recommend the recruitment process and timeline for the remaining two Board appointed oversight board members and alternates and Advisory Council members; and consider and select an oversight board meeting date/time/location in December 2018.

### SUMMARY/DISCUSSION:

The new Napa/Solano AAA requires formation of an oversight board as outlined in the Joint Exercise of Powers Agreement between Napa and Solano Counties approved by the Board on September 11, 2018. The Oversight Board appointments for the Solano County Board of Supervisors are: one (1) member from the Board of Supervisors, or its designees, and an alternate; one (1) member of the senior (60+) community and an alternate; and one (1) member at large and an alternate. Staff is requesting that the Board of Supervisors appoint its member and alternate and review the recruitment process for the remaining members and alternates and direct any changes to the process.

The oversight board vacancies and criteria for selection will be posted on the Clerk of the Board's webpage and a press release will be issued to notify the public of the vacancies. Interested individuals will complete the *Application for Membership on Advisory Board, Council, Committee or Commission* form (Attachment A). Applications will be reviewed by the Board's oversight board appointee/alternate in conjunction with CAO and H&SS staff. Staff will return to the Board on December 4, 2018 with member recommendations.

Once the oversight board vacancies are filled, the advisory council vacancies will be posted and advertised in a similar manner with the exception that the application form will be customized to include the representative

categories to be filled. The Older Americans Act as reauthorized in 2016 requires the advisory council to be comprised of the following representative categories:

1. More than 50 percent older persons, including minority individuals, who are participants or who are eligible to participate in programs under 45 CFR 1321.57;
2. Representatives of older individuals;
3. Representatives of health care provider organizations; including providers of veterans' health care;
4. Representatives of supportive services provider organizations;
5. Persons with leadership experience in the private and voluntary sectors;
6. Local elected officials;
7. Family caregiver representative; and
8. The general public.

AAA staff will also notify the Napa Commission on Aging, the Solano County Senior Coalition, and AAA providers of the vacancies and explain the application process. Recruitment is expected to begin in December with member recommendations returning to the Board in January and February.

Staff is recommending the Board consider either Wednesday, December 5 at 3:00 p.m. or Thursday, December 6 at 3:00 p.m. in the Solano County Board chambers for the first oversight board meeting to approve bylaws and provider and consultant contracts necessary to continue AAA services beginning January 1, 2019. The existing California Department of Aging provider and consultant contracts expire on December 31, 2018.

#### **FINANCIAL IMPACT:**

The costs associated with preparing the agenda item are nominal and absorbed by the County Administrator's Office and H&SS' FY2018/19 Adopted Budget.

#### **ALTERNATIVES:**

The Board could choose not to appoint its AAA oversight board members and alternate; however, the oversight board is a required component of implementation for the new AAA and for the continuation of services provided through the AAA. The Board can choose to approve the recruitment process as outlined for either the oversight board or the advisory council or make suggestions for an alternate recruitment process for the remaining Board appointed oversight board members and alternates or the advisory council. The Board may choose not to set a meeting date/time/location for a December oversight board meeting; however, it is necessary for the oversight board to meet in December and providing notice of a date/time/location in advance can assist in ensuring oversight board attendance.

#### **OTHER AGENCY INVOLVEMENT:**

None.

#### **CAO RECOMMENDATION:**

**APPROVE DEPARTMENTAL RECOMMENDATION**