

**Fresno-Madera Area Agency on Aging
ADVISORY COUNCIL
Meeting Minutes of February 11, 2025
Fresno-Madera Area Agency on Aging
1625 E. Shaw Ave. Suite #123 Fresno, 93710**

- I. **Call to Order:**
 - a. The meeting was called to order by Chair, Michael Bishop at 1:39 PM. A quorum was established.
 - b. **Advisory Council Members Present:** Michael Bishop, Jan Clagg, Tonya Frost, Angela Stillwell, Minerva Garcia, and Mariel Ortiz.
 - c. **Advisory Council Members Not Present:** Anne Bishop, Raymond Lopez, Stefanie Diaz, Ren Ramshaw, and Michael Mendez Jr.
 - d. **FMAAA Staff Present:** Miles Robinson
 - e. **Guests Present:** Tish Davis (Fresno Auspice Home Care) and Mario Pena (Alzheimer's Association)

- II. **Welcome and Introductions:**
 - a. Chair Michael Bishop welcomed all in attendance and all members, and guests shared their name, title, and organization represented.

- III. **Public Comment:** No Report

- IV. **Approval of Minutes:** Chair, Michael Bishop asked for a motion to approve the **January 14, 2024** Advisory Council meeting minutes. The motion was made by Jan Clagg and seconded by Tonya Frost. The motion carried.

- V. **Old Business:**
 - a. Miles R. provided a summary of past outreach events, trainings, and advocacy efforts was provided, covering activities from September to January.
 - b. Miles R. informed the advisory council members that the "Old Business" and "New Business" segments of the agenda will be significantly shorter and more concise, as long as consistent quorums are maintained.

- VI. **New Business:**
 - a. Miles R. provided the Advisory Council with an update on the program monitoring conducted by the California Department of Aging (CDA) and CalFresh Healthy Living (CFHL) from January 21-25. He informed the group that CDA and CFHL have 60 days to submit their findings, after which FMAAA will have an additional 60 days to address and resolve those findings.
 - b. Minerva Garcia informed the council on a February 20th Listos Disaster Meeting focused on disaster preparedness and response, emphasizing inclusivity for all community members, including seniors and individuals with disabilities.

- c. Miles R. provided an update on his meetings with Program Director Hillaree Bennett and the Valley Caregiver Resource Center. They met twice—first on January 31st to discuss CalFresh Healthy Living compliance requirements, and again on February 3rd to share resources and inform their staff about FMAAA's programs and services. Miles gave a brief description to the FMAAA Advisory Council on what those compliance requirements are for CalFresh Healthy Living.
- d. Miles R. informed the Council Members that he and Hillaree B. attended the AgeWell Fresno Luncheon on February 10th, which focused on reimagining senior housing in Fresno. Other council members, including Angela Stillwell, mentioned that they were there as well and noted that the event featured discussions on innovative solutions, such as utilizing trailer parks for small homes.
- e. Miles R. informed the membership that FMAAA Clinical Manager Sarah C. and her team met with a Home Safety Services on February 6, a potential new minor home modifications vendor that specializes in fall prevention.
- f. Miles Robinson provided an update on upcoming FMAAA activities, including attending the Celebrating the Caregiver Conference on March 1st and Valley Caregiver Resource Center's (VCRC) presentation to FMAAA staff on Fall Prevention on March 5th. The fall prevention training is required for MSSP compliance but is also beneficial for all employees in protecting seniors.

VII. Reports:

a. Advisory Council Chair Report:

i. Advisory Council Membership Status:

- 1. Current Vacancies: 2 Fresno County, 6 Madera County, and 3 Fresno City
- 2. Efforts to recruit new members from Madera County were discussed, including outreach to local health offices. Mario Pena offered to facilitate introductions.
- 3. Tish Davis and Joel Gurss were scheduled for acceptance at the January Governing Board meeting; however, due to a formatting clarification requested by the Board, the agenda item was revised and rescheduled for approval at the February meeting.
- 4. **Membership Criteria:** 50% of the advisory council members must be aged 60 and older. Joint Powers of Authority (JPA) representation needed from each service area (City of Fresno, City of Madera County, and Fresno County).

ii. Brief Announcements of Upcoming Events

- 1. Miles R. shared the dates for the upcoming free springtime Community Resource Fairs put on by Assemblyman Arambula. Tonya F, mentioned that she will be attending at least a few of the events and can bring FMAAA resources with her. Miles R. will represent FMAAA at least two of the events.

b. Committee Updates and Reports:

i. Committee Structure Reevaluation

1. A discussion was held on reevaluating the structure of Advisory Council committees to ensure they are goal-driven and aligned with FMAAA's mission. The bylaws allow for the formation of ad hoc committees as needed. The discussion focused on restructuring committees to better address food and housing insecurity for seniors. It was suggested to reduce the number of committees from four to two, focusing on Food and Resource Security and Housing Insecurity, due to limited active members and resources.

ii. Housing Insecurity and Unlicensed Facilities

1. Concerns were raised about unlicensed housing facilities for seniors, including safety risks and lack of regulation. There was a call to develop a reliable list of reputable facilities and establish parameters for both licensed and unlicensed homes.

c. Governing Board Meeting:

- i. The Governing Board met on January 16, 2025. Key highlights from the meeting included the approval of One-Time-Only funds to be distributed to providers for additional services or resources, in accordance with contract parameters. The board also approved updates to the FMAAA handbook, which were drafted by FMAAA's legal counsel to ensure compliance with California employer regulations.

d. California Senior Legislative Report

- i. Minerva presented proposals from the report, including legislature to improving lighting in homes to prevent falls and ensuring families are informed about hospital discharges.

e. Triple-A Council of California (TACC)

- i. Tonya Frost informed the council that the AAA Council meeting is scheduled for the Thursday following the Advisory Council meeting, with a report to be provided next month. The meeting will focus on gathering feedback and discussing service areas.
- ii. This led to a discussion among advisory council members about the structure of Area Agencies on Aging (AAAs), including differences between Joint Powers Authorities (JPAs), nonprofit AAAs, and county-run AAAs. The importance of understanding the naming conventions and organizational structures of different AAAs was emphasized.
- iii. Miles Robinson explained that AAAs can have a variety of names and are often internally referred to by their designated number, either as AAA [number] or PSA [number] (Planning and Service Area). For example, FMAAA is identified as AAA 14 or PSA 14.

VIII. Nomination & Election of New FMAAA 1st Vice Chair and 2nd Vice Chair:

- a. Per Article IV. Section 6. of the FMAAA Advisory Council Bylaws, Should the office of Vice Chairperson become vacant for any reason, a new Vice Chairperson may be elected at the next regular meeting.
- b. Tonya Frost was nominated as the new 1st Vice Chair a motion to accept the nomination was made by Jan Clagg and seconded by Angela Stillwell. Discussion was had and a voice vote to accept the nomination was held. The motion passed. As there was only one nomination, the bylaws allow for a voice-vote election of the newly nominated person. A vote was held and Tonya Frost was voted in as the new 1st Vice Chair.
- c. As Tonya Frost was elected as the new 1st Vice Chair there was a new opening for 2nd Vice Chair. Jan Clagg was nominated as the new 2nd Vice Chair a motion to accept the nomination was made by Angela Stillwell and seconded Tonya Frost. Discussion was had and a voice vote to accept the nomination was held. The motion passed. As there was only one nomination, the bylaws allow for a voice-vote election of the newly nominated person. A vote was held and Jan Clagg was voted in as the new 2nd Vice Chair.

IX. Fresno-Madera Area Agency on Aging Administrative Update:

- a. Welcome to the Team!
 - i. We welcomed Kylie Atachian, a new Information and Assistance Intern from Fresno State!
- b. New Vendor Contracts for MSSP & Linkages
 - i. Clinical Manager Sarah Carl has established two new vendor contracts to enhance services for Multipurpose Senior Services Program (MSSP) and Linkages participants. Home Safety Services – for home modifications and fall prevention and Auspice In-Home Care – for transportation services.
- c. Internship Updates
 - i. Sarah Carl currently has two interns: one from Fresno State and one from Fresno Pacific.
 - ii. Sarah Santoyo, Nutrition Manager, will welcome a new Home-Delivered Meals intern in the next week.
- d. MSSP Participant Enrollment
 - i. Sarah Carl and her team enrolled seven new participants in MSSP during January.
- e. Congregate Meal Site Expansion
 - i. We opened a new congregate site in Huron, serving 20-25 older adults per day.
 - ii. We are working to open two new sites in Madera (Frank Bergon and Pan-America) and exploring the possibility of opening a site in Parlier.

- X. **Adjournment:** The meeting was adjourned at 2:52 Pm. The motion was made by Minerva Garcia and seconded by Tonya Frost. The motion carried.

Respectfully Submitted,



Miles Robinson, Administrative Manager
Fresno-Madera Area Agency on Aging