

Fresno-Madera Area Agency on Aging

GOVERNING BOARD

Fresno-Madera Area Agency on Aging
2520 West Shaw Lane, Suite 101A, Fresno, CA 93711

Minutes of the Governing Board Meeting of December 13, 2023

Meeting conducted at:

1781 E. Shaw Ave.
Fresno, CA 93710

- I. THE MEETING WAS CALLED TO ORDER BY:** Edward Saliba, Governing Board Chair at 10:01 a.m.
Roll was taken with Six Board members in Attendance

GOVERNING BOARD MEMBERS PRESENT: Edward Saliba, Keith Rigby, John Sears, Robert Macaulay, Luis Chavez, Steve Brandau

GOVERNING BOARD MEMBERS NOT PRESENT: James Poptanich

STAFF PRESENT: Jamie Sharma: Executive Director, Paul Bustamante: Director of Finance, Hillaree Bennett: Program Director

GUESTS PRESENT: Michelle DiBuduo – Executive Director, Valley Caregiver Resource Center

- II. PUBLIC COMMENTS:** None

- III. INTRODUCTIONS: (Voluntary) (Information)**

- IV. APPROVAL OF MINUTES:**

MOTION: APPROVE MINUTES OF OCTOBER 18, 2023, GOVERNING BOARD MEETING

1st) Keith Rigby 2nd) Robert Macaulay Unanimously Carried

- V. EXECUTIVE COMMITTEE MINUTES:** The Executive Committee Meetings of October 5, 2023 and November 2, 2023 were Canceled.

- VI. ADVISORY COUNCIL REPORT:** The Advisory Council meeting of October 10, 2023 was Canceled due to Lack of a Quorum. Program Director, Hillaree Bennett reported that Advisory Council meeting of November 14, 2023 focused on Recruitment/On-boarding of new members as well as Advocacy around Aging Issues (Information)

VII. OLD BUSINESS: None

VIII. NEW BUSINESS:

A. **Motion:** Request Approval of Recommendation of Funds for American Rescue Plan Act Title III-B: Supportive Services – Public Information in the amount of \$25,000. (Action)

1st) Keith Rigby 2nd) John Sears Unanimously Carried

B. **Motion:** Appoint New FMAAA Advisory Council Members: Chrissy Buckles (Madera County), Greg Steen (City of Fresno), Anne Bishop (City of Fresno), Michael Bishop (City of Fresno), Jan Clagg (Fresno County) (Action)

1ST) Edward Saliba 2ND) Robert Macaulay Unanimously Carried

C. **Motion:** Approve Recommendation of Allocation of Funds to Valley Caregiver Resource Center for Health Insurance Counseling and Advocacy Program (HICAP) Contract No. HI-2122-14 Amendment 3 (Action)

1st) Robert Macaulay 2nd) John Sears Unanimously Carried

D. **Motion:** Update Employee Handbook with Updated Sick Leave Donation Policy (Action)

1st) Steve Brandau 2nd) John Sears Unanimously Carried

E. **Motion:** Implement Proposed Updates to FMAAA Procurement Policy (Action)

1st) Steve Brandau 2nd) John Sears Unanimously Carried

F. Request Nominating Committee Meet for the Purpose of Presenting Recommendations for 2024 Governing Board Officers at the January 17, 2024 Governing Board Meeting (*Note: Per Article XI of the Fresno-Madera Area Agency on Aging Governing Board Bylaws Membership Consists of the Five Members of the Executive Committee. The Chairperson is Excluded from Sitting on the Nominating Committee. Nominating Committee Members include: John Sears (Madera County), James Poptanich (Fresno County), and Keith Rigby (Madera County), with two vacancies.*)

- G. **Motion:** Request Approval to Utilize \$2,000 in Unrestricted Funds to Professionalize FMAAA Staff in Preparation for Reinstating Home-Visits (Action)
- 1st) Edward Saliba 2nd) John Sears Unanimously Carried

IX. **CORRESPONDENCE:** None

X. **FRESNO-MADERA AREA AGENCY ON AGING ADMINISTRATIVE ITEMS:**

- A. Staff Reports (Information)
- Senior Snuggles Winter Drive
 - Trauma Training

XI. **ADJOURNMENT:** Motion to Adjourn Meeting at 11:02am (Action)

1st) Robert Macaulay 2nd) Luis Chavez Unanimously Carried

RESPECTFULLY SUBMITTED:

JAMIE SHARMA, EXECUTIVE DIRECTOR
FRESNO-MADERA AREA AGENCY ON AGING

