

**Advisory Council on Aging (ACOA) Planning Committee
Minutes for March 7, 2023 meeting**

Call to Order: Kevin Donovan called the meeting to order at 9:34 a.m.

Present: Swamini Bajpai, Michelle Berman, Deborah Card, James Donnelly, Kevin Donovan, Jody Iorns, Jill Kleiner, Michael Wener, Dennis Yee

Absent: none

Staff Present: Ana Bagtas, Jenny Lam, and Glenda Pacha

Approval of Today's Agenda:

Jim made a motion to approve the agenda. Mike seconded the motion. The agenda was approved unanimously.

Approval of February 2023 Minutes:

Mike made a motion to approve the minutes. Jim seconded the motion. The minutes were approved unanimously.

Area Agency on Aging (AAA) Report – Ana Bagtas

- Implementing the Master Plan on Aging in Contra Costa Together (IMPACCT) Committee
 - Collaborative Consulting facilitating IMPACCT meetings to form subcommittees and will identify strategies for each committee
 - Ana to meet with Collaborative Consulting weekly
- Requests for Proposals (RFPs)/Requests for Interest (RFIs) Updates
 - Received 7 responses for Measure X: Case Management, Outreach and Transportation
 - Review Committee formed and will review all 7 responses
 - Measure X: Capacity Building
 - Current interested providers attended Bidder's Conference on 2/28/2023
 - Title IIID: Evidence Based Program RFP to be released
 - Reach out to Health Workgroup for volunteers for review panel
 - Title IIIE: Family Caregiver Support Program RFP to be released
 - Will need volunteers for review panel
- Transition of the Senior Nutrition Program
 - Developing Senior Nutrition Contracts for FY 23-24 and will use baseline funding for projections and will amend contracts when contracts for new funding finalized
 - Current service levels cannot be sustained with funding streams and will need to develop plan to mitigate issues

2023-2024 Area Plan Update (APU)

- The Planning Committee reviewed the latest draft of the Annual Plan Update (APU) Goals and Objectives.

- Area Plan Update
 - Will have to go through Board of Supervisors Approval
 - Ana will share low income heat map with Planning Committee

- Review of Federal and State Funding Programs
 - Glenda provided Planning Committee with overview of funding streams
 - Federal funding: Older Americans Act (OAA) funded programs
 - State funding: Older Adults Resilience and Recovery (OARR), American Rescue Plan Act (ARPA), Home and Community Based Services (HCBS), Measure X, Older Californians Act Modernization (OCAM)
 - Discussed One Time Only (OTO) funded amounts for FY 22-23
 - Title IIIB Supportive Services: \$41,612
 - Title IIIC-1 Congregate Senior Nutrition Services: \$109,304
 - Title IIIC-2 Home Delivered Meals: \$115,629
 - Title IIID Disease Prevention: \$16,554
 - Title IIIE Family Caregiver: \$59,504
 - Title VII Elder Abuse Prevention: \$ 1,272

- Review Committee for RFP 1191 Measure X Outreach, Case Management and Transportation
 - Mailing out of Bid Packet 3/10/2023
 - Bureau Review Panel Orientation meeting (Zoom) 3/8/2023
 - Bid Review Meeting (Zoom) 3/22/2023

- Review Committee for RFP 1194 Measure X Capacity Building
 - Glenda to develop review panel schedule and reach out to ACOA Members for volunteers to review proposals received
 - Kevin suggests providing RFP “cheat sheet” to potential volunteers so that they know what to expect

Public Comment:

- Transition of Planning Committee Chair
 - Kevin will resign as Planning Committee Chair and will accept role as Housing Committee Chair
 - Michelle will become Planning Committee Chair in absence of Kevin

Next Meeting:

- Tuesday, April 4, 2023

Adjourn – Meeting adjourned at 11:38 a.m.