



The California Department of Aging  
**Administration – Advisory Council**  
FY 2025-2026 Monitoring Tool

**AAA Complete:**

**CDA Staff Complete:**

<b>PSA #:</b> Click or tap here to enter text.	<b>Dates of Monitoring:</b> Click or tap here to enter text.
<b>Agency Name:</b> Click or tap here to enter text.	<b>Date of Interview:</b> Click or tap here to enter text.
<b>AAA Staff Completing Tool:</b> Click or tap here to enter text.	<b>CDA Staff Reviewing Tool:</b> Click or tap here to enter text.

**Purpose:**

The California Department of Aging (CDA) monitors Area Agencies on Aging (AAA) to evaluate compliance with applicable federal and State statutes, regulations, policies, and performance standards that promote the independence and well-being of older adults, adults with disabilities, and their caregivers. The purpose of this tool is to guide the CDA monitoring process during a review of the AAA's multiple program areas.

**Regulations/Standards:**

- [Older Americans Act \(OAA\) as Amended in 2020](#)
- [California Code of Regulations \(CCR\), Title 22, Division 1.8](#)
- [Memorandum of Understanding \(MOU\) FY 2024-2029](#)
- [CDA Program Guide \(current fiscal year\)](#)
- [45 Code of Federal Regulations \(CFR\), Part 1321](#)
- [California Welfare and Institutions Code](#)



The California Department of Aging  
**Administration – Advisory Council**  
FY 2025-2026 Monitoring Tool

<b>Review Elements</b> <i>Questions &amp; Associated Citations. (Ex. CCR, CFR, AAA MOU)</i>	<b>AAA Comments</b> <i>For AAA use. Avoid "Yes" or "No" responses. Please provide explanations.</i>	<b>CDA Notes</b> <i>For CDA use.</i>
<p>1. How does the AAA's Advisory Council carry out advisory functions which further the area agency's mission of developing and coordinating community-based systems of services for all older persons in the planning and service area.</p> <p><b>OAA 306(6)(A)</b> <b>45 CFR 1321.57</b> <b>CCR Title 22 7300(e); 7302(a)(12)</b></p>		



The California Department of Aging  
**Administration – Advisory Council**  
FY 2025-2026 Monitoring Tool

2. Explain the recruitment process for new members. <b>22 CCR 7302</b>		
3. Is the AAA's Advisory Council required membership composition for the representation of the individuals and community organizations deficient in any category? If so, please explain. <b>22 CCR 7302</b>		
4. Is a member of the Advisory Council part of the RFP evaluation panel? Please explain. <b>22 CCR 7358(c)</b>		



The California Department of Aging  
**Administration – Advisory Council**  
FY 2025-2026 Monitoring Tool

5. How often do AAA staff members attend Advisory Council meetings?		
6. How often do AAA governing board members attend Advisory Council meetings?		
7. What is the Advisory Council's priority goal for the upcoming year?		
8. If the PSA encompasses multiple counties, does the Advisory Council maintain representation from all counties?		