



CONTRA COSTA COUNTY

AGENDA

Advisory Council on Aging

Tuesday, January 7, 2025

10:00 AM

400 Ellinwood Way, Pleasant Hill, CA
Room 303 (Third Floor)

Planning Committee

Zoom Link: [https://cccounty-us.zoom.us/j/81196217695?](https://cccounty-us.zoom.us/j/81196217695?pwd=cxbNevZZws04C7OrQKi8yvsfCtosp6.1)

pwd=cxbNevZZws04C7OrQKi8yvsfCtosp6.1 | Meeting ID: 811 9621 7695 | Password: 195200 |

Dial-In: 214 765 0478 or 888 278 0254 | Code: 698779

PUBLIC ACCESS INSTRUCTIONS: The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided above. Remote attendance of this meeting is being held at the following locations: 26 Orinda Way, Orinda.

10:00 Welcome - Jill Kleiner

10:02 Announcements:

10:04 Roll Call:

10:04 Approval December 2024 Draft Minutes

[25-25](#)

Attachments: [PL.12.03.24DraftMinutes](#)

10:05 Area Agency on Aging - Alicia Espinoza
Status of Organizational Capacity Building (RFP 1212)
Upcoming RFPs for Senior Nutrition Program
Older American's Act - One Time Only funds (OTO)
ACOA Annual Report

10:30 Planning Committee I&A Focus Group Update:
Feedback from Focus Group Revisit - Bay Point Ambrose Senior Center
Identify fourth Focus Group Revisit Site

10:50 Break

11:00 2025 Area Plan Update

Review committee/workgroup initial updates to objectives
Timeline prior to Public Hearing in March
January 9: Provide Planning Committee feedback to committee/workgroups on their updates
January 31: Committee/workgroups provide final objective updates
February 4: Planning committee reviews all objectives updates
February 5: Executive Committee provides input on all objective updates
March 5: Executive Committee approves objectives updates
March 19: AAA conducts Public Hearing to approve Area Plan update
During the review, AAA will update the Area Plan

11:01 APU FY 25-26 Planning 12-31-24[25-26](#)

Attachments: [APU FY 25-26 Planning 12-31-24](#)

11:30 Planning Committee Number of Seats/Members

11:40 Public Comment:

The next meeting is currently scheduled for February 4, 2025, 10:00 am -12:00 pm

12:00 Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 400 Ellinwood Way, Pleasant Hill, Attn: Cristina Ugaitafa during normal business hours. Staff reports related to items on the agenda are also accessible on-line at www.contracosta.ca.gov.

HOW TO PROVIDE PUBLIC COMMENT: Persons who wish to address the Advisory Council on Aging during public comment on matters within the jurisdiction of the Advisory Council on Aging that are not on the agenda, or who wish to comment with respect to an item on the agenda may comment in person, via Zoom, or via call-in. Those participating in person should speak when called upon by the chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing * 9 on their phone. All public comments will be limited to 2 minutes per speaker. For assistance with remote access contact Cristina Ugaitafa at 925 655-0775.

Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time at email cugaitafa@ehsd.cccounty.us or by voice at (925) 655-0775. Comments submitted by email or voice mail will be included in the record of the meeting but will not be read or played aloud during the meeting.

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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-25
10:04

Agenda Date: 1/7/2025

Agenda #:



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Tuesday, December 3, 2024

10:00 AM

400 Ellinwood Way, Pleasant Hill, CA
Room 303

Planning Committee

Zoom Link: [https://cccounty-us.zoom.us/j/81196217695?](https://cccounty-us.zoom.us/j/81196217695?pwd=cxbNevZZws04C7OrQKi8yvsfCtosp6.1)

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10:00 Welcome - Jill Kleiner called meeting to order at 10:04 am.

10:01 Roll Call

Present

Deborah Card, Kevin Donovan, Jill Kleiner, and Dennis Yee

Absent

James Donnelly, and Candace Evans

10:03 Announcements: Area Plan Update Objectives:

Reviewed and edited Planning Committee FY 25-26 objectives

January Planning Committee meeting - review the entire APU objectives updates submitted by and end of December from the Committees/workgroups.

RFP Update Questions:

Training-when will it be conducted for evaluators?

Will there be more reviewers than the ACOA members that have expressed interest?

Email link to the Bidder's conference Q&A.

10:0 Approve November 2024 minutes as amended

[24-4030](#)

4

Attachments:

[PL.11.06.24DraftMinutes](#)

A motion was made by Card, seconded by Donovan, that this item be approved. The motion carried by a unanimous vote.

Motion: Card

Second: Donovan

10:05 Planning Committee I&A Focus Group Update:

Focus Group Revisit: Bay Point - Ambrose Senior Center: 12/5/2024

AAA and EHSD IT personnel to facilitate setup, TRIO snacks, Spanish interpreter, distribution of personal protective equipment, sign-in sheet (to include name, email, phone number, attendance at 9/29/24 meeting, and how they learned about current meeting), distribution of mini guide and verbal screen Powerpoint presentation.

Suggestion made for AAA staff (Nhang Luong) to present at a future ACOA General meeting (February) was tabled until next meeting.

Identify focus group revisit site:

Facilitators for focus groups ask to present at same sites.

Sites that should be revisited.

Facilitators invited to January meeting (to include Susan Rochy)

Antioch-February, Richmond-April 4th, and Oakley (TBD) - June

10:55 Public Comment: None**10:59 Next Meeting: January 7, 2024, 10:00am - 12:00pm****11:00 Adjourn**

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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-26
11:01

Agenda Date: 1/7/2025

Agenda #:

SECTION 7. AREA PLAN NARRATIVE GOALS & OBJECTIVES

Goal # 1

Goal:

The AAA will support the implementation of the Master Plan for Aging for Contra Costa County by advocating for the availability of resources necessary to successfully and effectively execute the goals, priorities, and strategies established in the Local Playbook.

Rationale:

The AAA has been designated to coordinate the implementation of Contra Costa's Master Plan for Aging Local Playbook. This requires the AAA to partner with the Advisory Council on Aging, the aging and disabilities provider network, and other community stakeholders to successfully and meaningfully implement the Local Playbook's strategies, initiatives, and activities.

List Objective Number(s) <u> </u> and Objective(s) [Refer to CCR Article 3, Section 7300 (c)] (Priority Service if applicable)	Projected Start and End Dates	Type of Activity and Funding Source ⁶	Update Status ⁷
1.1 The AAA and ACOA will support the MPA Local Playbook strategy of addressing social isolation and connection by identifying funding source(s) to implement this priority.	7/1/2024- 6/30/2026	IIIB Coordination	Continued
1.2 The ACOA Housing Workgroup will support the MPA Local Playbook strategy of promoting awareness of issues facing affordable housing by developing and updating, at least annually, the infographic "No Place to Call Home," which highlights the county's senior housing issues.	7/1/2024- 6/30/2026	Admin	Continued

1.3 The ACOA Health Workgroup will support the implementation of the MPA Local Playbook to educate seniors about healthcare resources available in the community through distribution of collateral materials.	7/1/2024-6/30/2028	Admin	Continuing
1.4 The ACOA Transportation Workgroup will support the implementation of the MPA Local Playbook strategy for establishing a county wide approach to accessible transportation.	7/1/2024-6/30/2026	Admin	Continued

Goal # 2

Goal:

The AAA will promote the development of age- and disability-friendly communities by advocating for an infrastructure that fully and meaningfully prioritizes the needs of older and disabled adults and those who care for them.

Rationale:

The continued growth of the older adult population, especially with the oldest of the baby boomers reaching advanced age of 85 years starting in 2031, calls attention to the need to prioritize and promote age- and disability-friendly Contra Costa communities. A strong infrastructure that includes diverse and reliable funding sources for programs and services and the inclusion and prioritization of older adults, persons with disabilities, and family caregivers in planning, building, and delivering services promote the development of age- and disability-friendly communities. Promoting neighborhood safety, improving the walkability of streets, protecting seniors from falling victims to scams and crime, and keeping essential services, such as housing, transportation, food, medical/dental care, etc., were among the needs mentioned by focus group participants to make communities age- and disability-friendly.

List Objective Number(s) _____ and Objective(s) [Refer to CCR Article 3, Section 7300 (c)] (Priority Service if applicable)	Projected Start and End Dates	Type of Activity and Funding Source ⁶	Update Status ⁷
1.1 The ACOA will establish a Senior Nutrition Program taskforce to develop strategies to address the nutritional health of older adults and persons	7/1/2024-6/30/2026	IIIB Program Development	Continued

with disabilities in Contra Costa County.			
1.2 The ACOA Transportation Workgroup will advocate for older and disabled adults' transportation infrastructure needs by providing at least four informational presentations a year to the community and service providers.	7/1/2024-6/30/2026	Admin	Continued
1.3 The ACOA Health Workgroup will work with the AAA to produce and distribute a resource brochure for "Aging in Place" to be distributed to senior populations prioritized in the Older Americans Act.	7/1/2024-6/30/2026	IIIB Program Development	Continuing

Goal # 3

Goal:

The AAA will improve access to information, assistance, and resources to promote equity and visibility of services among older adults, persons with disabilities, and family caregivers.

Rationale:

Knowledge, awareness, and ability to obtain the services and resources one needs are critical to supporting residents' ability to safely age in place and thrive in Contra Costa. Focus group participants established that for services to be accessible and effective, they must be affordable, available, coordinated, equitable, reliable, seamless, and visible. Hands-on support is also needed to navigate the service system and enroll in programs.

List Objective Number(s) _____ and Objective(s) [Refer to CCR Article 3, Section 7300 (c)] (Priority Service if applicable)	Projected Start and End Dates	Type of Activity and Funding Source ⁶	Update Status ⁷
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<p>3.1The ACOA and Planning Committee will assist the AAA’s Information & Assistance Program in sponsoring and coordinating at least four events to reach populations prioritized in the Older Americans Act to inform older and disabled individuals and caregivers of available programs and services.</p>	<p>7/1/2024-6/30/2026</p>	<p>Admin</p>	<p>Continued</p>
<p>3.2The ACOA Planning Committee will work with the AAA’s Information and Assistance Program in translating the County Senior Resource Directory into Simplified Chinese and helping in its distribution in the community.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>Completed</p>
<p>3.3The AAA and ACOA Planning Committee will increase access to information about services by creating QR codes for the Senior Resource Directory and the County Guides to expand promotion and reach of these resources in the community.</p>	<p>7/1/2024-6/30/2026</p>	<p>Admin</p>	<p>Continued</p>
<p>3.4The ACOA Health Workgroup will schedule a minimum of four presentations at monthly meetings delivered by subject matter experts/professionals on topics specific to the MPA’s “Health Reimagined” goal to increase awareness about community resources and supports for older adults.</p>	<p>7/1/2024-6/30/2026</p>	<p>Admin</p>	<p>Continuing</p>
<p>3.5The ACOA Housing Workgroup will schedule a minimum of eight presentations by non-profit, government, and private organizations to foster partnerships and learn about housing related programs and policies.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>Continue</p>

<p>3.6The ACOA Housing Workgroup will develop outreach materials, including a Power Point presentation, to inform the community about current housing challenges older adults face in Contra Costa County and resources available to help address their needs. The workgroup will conduct at least two educational presentations a year to seniors, service providers, and/or policy makers.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>Continue</p>
<p>3.7The ACOA Technology Workgroup will schedule a minimum of four presentations at monthly meetings from County programs, including Public Health, Emergency Services, and Information & Assistance on topics specific to technology in order to increase awareness of community resources.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>New</p>
<p>3.8The ACOA Technology Workgroup will produce at least two infographic documents describing important technology subjects including “Protecting Against Online Scams” and “Artificial Intelligence and Older Adults” and will leverage scheduled AAA outreach events to distribute the information.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>New</p>
<p>3.9The ACOA Legislative Workgroup will track and report at least twice annually to the ACOA and advocate on relevant legislative proposals as they pertain to older adults.</p>	<p>7/1/2024-6/30/2025</p>	<p>Admin</p>	<p>New</p>
<p>3.10The AAA and ACOA Health Workgroup will facilitate at least four health related informational presentations including mental health at Contra Costa Senior/Community Centers.</p>	<p>7/1/2024-6/30/2026</p>	<p>Admin</p>	<p>Continuing</p>

Goal # 4

Goal:

The AAA will review and update Programs and regulatory requirements to align with the changes in the Older Californians Act and the reauthorized Older Americans Act.

Rationale:

The AAA must prepare for and respond to changes resulting from the reauthorization of the Older Americans Act (OAA) and the modernization of the Older Californians Act (OCA). Program goals, objectives, and operational activities shall align and comply with the resultant changes in legislation and policy guidelines from the California Department of Aging.

List Objective Number(s) _____ and Objective(s) [Refer to CCR Article 3, Section 7300 (c)] (Priority Service if applicable)	Projected Start and End Dates	Type of Activity and Funding Source ⁶	Update Status ⁷
4.1 The ACOA and the Planning Committee will assist the AAA, as requested, in their monitoring process of service providers.	7/1/2024-6/30/2028	Admin	Continued
4.2 The ACOA Planning Committee will assist the AAA in reviewing amendments to the OAA, OCA, and other state requirements and support the AAA in ensuring that program policies and procedures are reflective of the changes and implemented by contractors.	7/1/2024-6/30/2028	Admin	Continued

⁶ Indicate if the objective is Administration (Admin,) Program Development (PD) or Coordination (C). If a PD objective is not completed in the timeline required and is continuing in the following year, provide an update with additional tasks. For program specific goals and objectives please identify service category where applicable.

⁷ Use for the Area Plan Updates to indicate if the objective is New, Continued, Revised, Completed, or Delete