

**JOINT MEETING NOTICE & AGENDA (Advisory Council & Governing Board)**

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**DATE:** Friday, April 10, 2026

**TIME:** 10:00 A.M. TO 12:30 P.M.

**PLACE:** **Agency on Aging Area 4**  
1401 El Camino Avenue, Suite 400  
Sacramento, CA 95815

Our Mission: Enriching the lives of older adults and people with disabilities by **FOSTERING** networks of support, **ADVOCATING** for individual choice, **COLLABORATING** with

**AGENDA**

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & APPROVE TELECONFERENCING MEMBERS**

A. *If Needed* – AB2449 “Just Cause” Provision (Advisory Council & Governing Board)

**II. PUBLIC COMMENT**

AAA4 welcomes comments on any agenda item as it is addressed. Individuals will be limited to five minutes; fifteen minutes for a representative of a group. Comments may be made on any subject not on the agenda. The specific time limit will be established based on the number of persons wishing to speak for a total of fifteen minutes per subject.

**III. ROLL CALL & CONSENT**

**A. Advisory Council**

1. Roll Call
2. Adopt the Agenda and Approve the Minutes from 3/19/26
3. Approve Revised 2026 Meeting Calendar

**B. Governing Board**

1. Roll Call
2. Adopt the Agenda and Approve the Minutes from 3/13/26

**IV. CORRESPONDENCE**

- A. Letter from CDA re: January 2026 Monitoring Visit
- B. Letter from State Controller re: Delinquent Report

**V. PUBLIC HEARING (Area Plan Changes)**

**VI. ACTION ITEMS**

- A. Approve Amendments to the 2025-26 Area Plan Update (Advisory Council & Governing Board)
- B. Approve the 2026-27 Area Plan Update (Advisory Council & Governing Board)
- C. Approve New Program Development Objective for Sierra County: Mobile Pharmacy Project (Advisory Council & Governing Board)
- D. Award Funds to a Meal Vendor to Support Yuba-Sutter Meals on Wheels (Governing Board Only)
- E. Approve AAA4 Financial Statements (Governing Board Only)

**VII. DISCUSSION**

- A. AAA4’s Executive Director Position: Transition Planning, Part 2

**VIII. REPORTS**

- A. Advisory Council
  - 1. Executive Committee
  - 2. Area Plan Committee
  - 3. Legislative Committee
  - 4. Bylaws Committee
- B. Governing Board
  - 1. Executive Committee
  - 2. Audit/Finance Committee
- C. Acting Executive Director

**IX. ANNOUNCEMENTS**

**X. ADJOURN (ADVISORY COUNCIL ONLY) approximately 12:00 p.m.**

**XI. CLOSED SESSION (Personnel Discussion) approximately 12:00 p.m. to 12:30 p.m.**

**XII. ADJOURN (GOVERNING BOARD)**

Items to be sent under separate cover:

Action Item A: Amendments to the 2025-26 Area Plan Update

Action Item B: 2026-27 Area Plan Update

Action Item E: AAA4 Financial Statements

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**Disability Accommodations:**

If you need a disability-related reasonable accommodation to participate in this meeting, please contact the AAA4 office at (916) 486-1876 or email [governingboard@agencyonaging4.org](mailto:governingboard@agencyonaging4.org) at least 3 days in advance with your accommodation request. Every effort will be made to accommodate. However, we cannot guarantee we will be able to honor requests received less than 3 days in advance.

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## **Upcoming Committee Meetings:**

### **AUDIT/FINANCE COMMITTEE**

4/10/26, 9:00 a.m. – 9:30 a.m.

### **EXECUTIVE COMMITTEES (Advisory Council & Governing Board)**

4/10/26, 9:30am – 10:00am

### **LEGISLATIVE COMMITTEE MEETING (ADMINISTRATIVE CONFERENCE ROOM)**

4/10/26, approximately 12:15 p.m. – 1:45 p.m.

# AGENCY ON AGING AREA 4 Advisory Council



Date: March, 19, 2026

Location: **Sacramento County**

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, WELCOME & INTRODUCTIONS\*\***

Chair Dr. Koss called the meeting to order at 10:02 a.m., welcoming guests and members. Dr. Koss called for a motion to accept Seth Brunner to attend remotely under the Brown Act with a motion by Tanna Thomas and a second by Karen Flanagan. Roll call was taken and a quorum was met. The pledge of allegiance was led by Dr. Koss. Sue Klabunde and Peggy DeHaan, were welcomed as new members.

**Advisory Council Attendance**

<i>County</i>	<i>Members Present - 13</i>	<i>Excused = 7; Absent = 1</i>
Nevada	A. Mikal-Heine	K. Carpenter (E)
Placer	K. Flanagan, S. Klabunde	
Sacramento	S. McBride; Dr. C. Koss; A. Zonderman; M. Jacobs	Dr. T. Abah (E)
Sierra		W. Church-Bergstrom(A)
Sutter	T. Thomas	P. Epley (E)
Yolo	J. Bohon; *S. Brunner	Y. Jacobs (E)
Yuba	P. DeHaan	
At Large	R. Saenz, M. Moreno	H. Linder (E), Dr. L. Tate (E)

*\*Teleconferencing according to Brown Act Emergency Provision.*

**On-site AAA4 Staff**

Will Tift, Dr. Julie Bates, Sara Martinez, Jennifer Hassouna, Tina Linn, Vanessa Anguiano, Diane Swanson

**AAA4 Staff via Zoom**

Jodi Mesa, Brittany Lathrop, Anson Houghton, Julie Beckner, Nancy Vasquez

**On-site Guests**

N/A

**Guests via Zoom**

Pamela Nelson, At Large AC Member attending as guest.

**II. PUBLIC COMMENT**

None.

### III CONSENT CALENDAR

A. Motion: Adopt the Agenda as amended and approve the minutes from the January 15, 2026 meeting. Annie Mikal Heine abstained as she was not at the last meeting.

Motion	Second	Passed
T. Thomas	P. DeHaan	Y= 12; N= 0; Abstain= 1

### IV. CORRESPONDENCE

A. Aging and Disability Stakeholders Response to Proposed 2026-27 State Budget

B. PSA 4 FSR Report Cover Letter FY 2025-26

Will explained he would speak on this during the Acting Executive Director Reports.

### V. ACTION ITEM

A. Adopt Recommendations for Teleconferencing per SB 707 **(THIS ITEM WAS TABLED PENDING FURTHER INVESTIGATION.)**

Dr. Julie Bates led the discussion and shared that SB 707 updates the Brown Act to improve remote participation. An in-person minimum must be maintained for quorum and hybrid attendance requires physical presence at a public location following teleconferencing rules. Jim Bohon said he had a question regarding the difference between the Governing Board and Advisory Council as it relates to SB 707. The way Yuba County has interpreted SB 707 is that since the Board is a decision body and the Council is an advisory body the requirements are different. The Governing Board would need a quorum in the room, but the Advisory Council could have a quorum established with a combination of members in the room and via teleconferencing. Jim suggested that policy would need to be different between the Board and Council as he understands it. Karen Flanagan said Placer County had the same interpretation. More discussion followed with several questions from the members. Dr. Julie will investigate further and consult with the Agency's legal counsel. Dr. Koss suggested this item be tabled for now and continue the discussion at the next meeting after further investigation. NOTE: SB 707 policy should be in place by July 1, 2026.

Motion to Table	Second	Passed
Rita Saenz		Y= 12; N= 0; Abstain= 1

### VI. DISCUSSIONS/PRESENTATIONS

A. Reasons to Serve in the California Senior Legislature (Bohon & Flanagan)

- Jim Bohon began by explaining that the California Senior Legislature is a volunteer body that began in the early 1980's. It is a parallel body to the state legislature made up of volunteers fifty-five (55) years of age and older. There are eighty (80) Senior Assembly Members and forty (40) Senior Senators, just as there are eighty (80) State Assembly Members and forty (40) State Senators in California. They are managed by the Planning and Service Areas (PSAs) and elected by the AAAs. AAA4 has six (6) Senior Legislators, and three (3) positions are currently filled. The CSL has introduced over 200 successful bills since its inception and meets annually to propose laws to help older adults in the state which are then reviewed and placed into formal proposal format. In August and September, the Senior Legislators choose the top ten (10) proposals to focus on and bring them directly to the State Legislators for consideration.

- Karen Flanagan gave a couple of examples of proposals that were passed such as consumers over the age of 80 no longer having to serve on jury duty and restraining orders can be handled online through Placer Protect vs having to go to court. She enjoys meeting with the Senators and Assembly members to discuss the things that will improve a senior's life and keep them in their homes.
  - As another example, Jim shared that there are over 600,000 students in California being raised by their grandparents. Jim Cox is a CSL member focused on this subject and how seniors are not allowed to deduct childcare tax credits since most are on Social Security and can only collect tax credits on earned income.
  - There was discussion about the time commitment and both Jim and Karen fielded questions. Members who are interested in joining the CSL can apply through AAA4. It is a four-year term, and this is an election year. Applications can be obtained by contacting Will and are due by March 31, 2026.
- B. Ken Dychwald's Future Vision of Health, Aging and Longevity, USAging Video: Part 2 Will shared that this is a continuation of the presentation from the last meeting by Ken Dychwald at the USAging Conference identifying key course corrections to ensure we are on the right track to meet the challenges going into 2030. The five key course corrections are 1) New Longevity Lifespans, 2) Matching our Healthspans to Our Lifespans, 3) Averting a New Era of Mass Elder Poverty, 4) Eliminating Ageism, and 5) Activating a New Purpose for Maturity. Some key points:
- The US lags behind many countries in both lifespan and healthspan. We are in 48<sup>th</sup> place for life expectancy in the world and yet we spend the most on healthcare.
  - If Alzheimer's was eliminated, half of the nursing home beds would be empty.
  - The greatest financial worries among older Americans are Healthcare and Long-term care.
  - 81% of Americans don't know how much money they will need to fund their retirement.
  - It's time to activate an Elder Corp to gather millions of older adults in helping communities, families, and schools to understand the future and create hope.
  - Global aging and longevity is the most extraordinary change ever to happen in human civilization. We are the caregivers, the advocates, and the pathfinders!
- Melissa Jacobs loves this video and is going to share it with her staff. Many members had a lot to share with ideas and suggestions. Dr. Koss mentioned that Sac State has a lovely program called the Renaissance Society where Renaissance members mentor Gerontology students. Overall, everyone enjoyed the video and were eager to share with others.
- C. Update on CA 2030 Implementation, *presented by Will Tift*
- Will gave a recap and wants to highlight new information regarding CA 2030. Dr. Julie explained that there are two proposed regulatory actions that could be problematic if they come to pass. The proposal is vague, but the intent shows a favor towards a county run AAA vs a JPA like AAA4. The result is that some counties are considering withdrawing from the JPA even though the costs are higher. The other change is where under federal code, units of local government have first right of refusal when there is not a AAA designated or when a AAA is de-designated. Currently, JPAs like us are units of local government, but current leadership at CDA considers them a lesser form of government than a county. There was some discussion about what people have heard regarding these proposed changes. Will is going to send out an email so those who would like to make a comment to the CDA will have the information on how to do that.

## VII. REPORTS

### A. Executive Committee

- Annie Mikal-Heine shared her “What’s your Why?” by giving details of her nineteen-year career in aging and long-term care. She is currently the Deputy Director of FREED which is an independent living center in Nevada County.

### B. Governing Board

- Sara Martinez shared that the Governing Board met on Friday March 13<sup>th</sup> when the Board appointed Will as the Acting Executive Director.
- The Board also approved temporary salary increases for selected jobs, approved county match requests for fiscal year 26-27, and adopted two resolutions.
- There were also discussions about the transition plan and fiscal activities.

### C. Joint Program Evaluation Committee (JPEC)

- Will shared that the next JPEC meeting to review third quarter results is scheduled for April 30<sup>th</sup>, 2026.

### D. Acting Executive Director

- Will shared that on Monday, March 23<sup>rd</sup>, there will be a Bylaws Committee Meeting led by Sara.
- The Area Plan Committee Meeting is scheduled for April 2<sup>nd</sup> to review and approve changes for the next fiscal year.
- The Joint Meeting of the Advisory Council and Governing Board will be on Friday, April 10<sup>th</sup>.
- Will shared that Dagne Buck has joined the Fiscal Department to perform field visits and audits with Funded Partners.
- Sara has 700 forms available for those needing one to fill out.
- Sara shared that there is a scrapbook for Pam Miller if anyone would like to share any pictures, comments, or memories to be placed in the book.
- Controller, Jennifer Hassouna, shared the eight (8) CDA findings and all the actions that have been and are being taken. Dr. Koss requested an update at the next Advisory Council meeting. Will praised the work that Jennifer and her team have been doing to get things caught up by working with the CDA and an independent CPA firm.
- Lastly, Will said he is humbled by the Board’s faith in him as he steps in after Pam’s retirement. He said he’s not taking on three jobs, but is doing pieces of three different jobs with the help of Dr. Julie Bates, Nancy Vasquez, and Anson Houghton’s leadership. He is also relying heavily on Jennifer to make sure the fiscal department keeps running smoothly. Will thanks Pam for her support and working with him over the years.

## VIII. ANNOUNCEMENTS

None.

## IX. ADJOURNMENT

The Chair, Dr. Catheryn Koss, adjourned the meeting at 11:59 a.m.

**\*\*TO LISTEN TO THE FULL AUDIO OR REQUEST MATERIALS FROM THIS MEETING, PLEASE EMAIL [Advisory Council@AgencyOnAging4.org](mailto:AdvisoryCouncil@AgencyOnAging4.org)**

*Recordings are on file for one (1) year.*

# AGENCY ON AGING AREA 4

## 2025 ADVISORY COUNCIL MEETING SCHEDULE

Date	Time	Activity	Location
1/15/26	10:00 a.m.	<b>Business Meeting</b> Installation of Officers for 2026	Sacramento
2/19/26	10:00 a.m.	<b>Business Meeting</b>	Sutter
3/19/26	10:00 a.m.	<b>Business Meeting</b>	Sacramento
<b>JOINT Meeting with the Advisory Council</b>			
**4/10/2026	10:00 a.m.	<b>**This meeting meets on a Friday</b> Approve Area Plan Update	Sacramento
5/21/26	10:00 a.m.	<b>Business Meeting</b> Older Americans Month	Yolo
6/18/26	10:00 a.m.	<b>Business Meeting</b>	Placer
7/16/26	10:00 a.m.	<b>Business Meeting</b>	Sacramento
8/20/26	10:00 a.m.	<b>Business Meeting</b> Nominate Members for the Nominating Committee	Nevada
9/17/26	10:00 a.m.	<b>Business Meeting</b> Elect Members for the Nominating Committee	Sacramento
10/15/26	10:00 a.m.	<b>Business Meeting</b> Nominate the Slate of Officers for 2027	Sutter
<b>JOINT Meeting with the Advisory Council</b>			
**11/13/2026	10:00 a.m.	<b>**This meeting meets on a Friday</b> Election of Officers for 2026 Family Caregiver Month	Sacramento
12/17/26	10:00 a.m.	<b>Business Meeting</b> Installation of Officers for 2027	Sacramento

# AGENCY ON AGING AREA 4 Governing Board Minutes

Date: March 13, 2026  
Location: **Placer County**

**I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, APPROVE TELECONFERENCING MEMBER(S), WELCOME & INTRODUCTIONS\*\***

The Chair, Supervisor Dryden, called the meeting to order at 10:02 a.m., welcoming guests and members. The pledge of allegiance was led by Supervisor Dryden.

**GOVERNING BOARD ATTENDANCE**

County	Members Present – 13	Excused = 2 Absent = 2
Nevada	Supv. L. Swarthout	E. Minett (E)
Placer	W. Reed, Supv. Jones	
Sacramento	L. Klotz, M. Sawamura; M. Rose, L. Batten, C. Burton	
Sierra	Supv. S. Dryden	Supv. L. Heuer (A)
Sutter	T. Beebe	Supv. J. Boone (A)
Yolo	Supv. S. Allen,	G. Bourguignon (E)
Yuba	Supv. A. Vasquez, W. Peters	

*\*Teleconferencing according to AB 2449 Brown Act Emergency Provision.*

**On-site AAA4 Staff**

Will Tift, Kiel Adams, Dr. Julie Bates, Sara Martinez, Jennifer Hassouna, Tina Linn, Dagne Buck, Diane Swanson

**AAA4 Staff via Zoom**

Nancy Vasquez, German Ayon, Anson Houghton, Jodi Mesa, Julie Beckner, Olivia Rodriguez

**On-site Guests**

Bob (with Carl Burton), Chris Bish (with Carl Burton)

**Guests via Zoom**

Tink Miller, *PIRS*; Jennifer Masselo, *MOW Sacramento*; Bonnie Patterson, *Rebuilding Together*; Margarita Minero, *Sierra Senior Services*; Magdalene De Berg, *Inc. Seniors*; Michelle Nevins, *Del Oro Caregiver Resource Center*

**II. ROLL CALL**

A quorum was established with roll call.

**III. PUBLIC COMMENT - None.**

**IV. CONSENT**

Supervisor Dryden announced a change to the Committee Roster adding our new member, Gay Bourguignon, to the Audit Finance Committee and removing Advisory Council Member, Annie Mikal-Heine, from the Grants Review Committee. Supervisor Dryden asked for a motion to approve the consent items noting the corrections to the Committee Roster.

Motion: Approve Consent Items A, B, and the changes to C

Motion	Second	Passed
M. Rose	W. Reed	Y= 13; N= 0; Abstain= 0

**V. CORRESPONDENCE**

A. The California Department of Aging sent a letter to Will Tift regarding the eight findings of a recent Financial Support Review (FSR) requiring AAA4 to develop a Corrective Action Plan. The findings will be discussed further during discussion item VIII. B.

**VI. CLOSED SESSION – (10: 06 a.m. – 11:20 a.m.) To discuss personnel changes and no action was taken.**

**VII. ACTION ITEM**

The AAA4 mission statement was displayed for members to read prior to addressing the action items.

A. Approve Appointment of Acting Executive Director  
Supervisor Dryden explained that under the Rules of Procedure 6.1.1. the Executive Committee met on 2/27/26 on an emergency basis to discuss the Executive Director’s immediate retirement announcement and plans for moving forward to be ratified at the next regularly scheduled Board Meeting. Rather than hiring an interim ED from outside the Agency, they are thankful that Will Tift agreed to step up as the Acting Executive Director. Will is well respected and has been with the Agency for twenty-three (23) years including twelve (12) as Assistant Director, nine (9) as Planner, and one (1) as Planning Administrator. Will quickly rallied the leadership team of Dr. Julie Bates, Nancy Vasquez, and Anson Houghton to divide up and take on additional responsibilities as well as the Controller Jennifer Hassouna.

Motion	Second	Passed
Supv. Jones	M. Sawamura	Y= 13; N= 0; Abstain= 0

B. Approve Temporary Salary Increases for Select Staff

Supervisor Dryden shared that with the salary savings from the Executive Director and Fiscal Administrator positions, the Executive Committee agreed to temporarily compensate the leadership team for stepping up and taking on additional roles and responsibilities. This would take effect retroactively from February 27, 2026, and unless discontinued sooner, will expire two (2) weeks following the first day of employment of the new Executive Director. Similarly for the Controller position, the temporary salary increase would take effect retroactively on February 27, 2026, and unless discontinued sooner, will expire two (2) weeks following the first day of employment of the new Fiscal Administrator. Supervisor Dryden also shared that going forward she would like to see a salary survey performed for all positions within the Agency and have the budget reflect salary compensation for better employee retention.

Motion	Second	Passed
W. Reed	Supv. Vasquez	Y= 13; N= 0; Abstain= 0

C. Approve County Match Requests for SFY 2026-27

Will shared and reviewed documents and graphs reflecting a slight uptick in county matches and the CA Consumer Price Index at 3%, giving us a total increase to the annual match of \$42,664 which does vary by county. Will, with the help of Leesa Klotz representing Sacramento County, demonstrated in a fun way with real dollars that for every dollar invested in AAA4, Sacramento County receives twenty (20) dollars back in services. This number will vary by county, but the ROI is significant and a great selling point for participating in a JPA. Supervisor Allen had a question which Will confirmed that the overall population of consumers over the age of 60 had declined in 2025 due to Covid and partly because of out-of-state migration.

Motion	Second	Passed
Supv. L. Swarthout	Supv. S. Allen	Y= 13; N= 0; Abstain= 0

D. Adopt Resolution #332 re: Sacramento County Match Request

Will explained this goes along with the previous Action Item, but because Sacramento County is the only county requiring a Board resolution to be submitted, it needs a vote.

Motion	Second	Passed
W. Reed	Supv. A. Vasquez	Y= 13; N= 0; Abstain= 0

E. Adopt Resolution #333 re: Dignity/Common Spirit Grant Award

Will explained that this grant reached the threshold of \$100,00, therefore requiring a resolution for him as Acting Executive Director, to expend those funds as appropriate. Anson Houghton answered Supervisor Allen's question that the funds for this grant will be used to enable the Agency to partner with Elk Grove Medical Center (Mercy Medical Group) learning CMS-approved billing codes for social determinants of health. Additionally, the Agency can work with hospitals connected to Dignity Health in Sacramento and Yolo Counties for referrals to provide services to them.

Motion	Second	Passed
Supv. S. Allen	Supv. Jones	Y= 13; N= 0; Abstain= 0

## VIII. DISCUSSION/PRESENTATION

### A. AAA4's Executive Director Position: Transition Planning, Part 1

- Dr. Julie Bates shared a working copy of the 90-Day Executive Director Transition Plan that she will share at every meeting. This document is constantly evolving and shows items which are new from the plan shared with the Executive Committee on 2/27/26, items currently in process, and those which are complete. The document is divided into phases from Immediate Stabilization (Days 1-14) through when the new Executive Director is hired (TBD). The entire leadership team have been active partners in the transition, dividing authority into addressing issues and moving the Agency towards a successful transition. The plan reflects complete transparency, especially with the Fiscal department, as well as enhanced communication with the Board Chair, Supervisor Dryden.
- Special emphasis is focused on strengthening the organization by updating policies and compliance documentation. The Controller has made significant progress in developing fiscal controls, including policies and procedures to ensure long-term compliance. Beginning in March, the Governing Board began receiving monthly financial statements.
- Dr. Julie also spoke about the Workplace Satisfaction and Culture Survey which was launched right before the departure of the Executive Director and Fiscal Administrator. 60% of the Agency responded to the survey which will relaunch in three (3) months, six (6) months, and one (1) year to gauge progress with the staff. Staffing levels are also being evaluated.
- Supervisor Dryden stated that until further notice, there will be a closed session at every Governing Board Meeting to discuss any personnel issues and updates.
- Meghan Rose explained that with all the changes happening in the Agency, it makes sense to hire an outside nonprofit consultant if it fits in the budget. This would be someone to look at things with fresh eyes such as staffing and processes, so the Agency is stable before recruiting a new Executive Director and Fiscal Administrator.

### B. An Update on AAA4's Fiscal Activities & Financial Statements Explained

- Controller Jennifer Hassouna shared a PowerPoint presentation and explained the financial documents she provided in the packet. She said that Accufund is a very robust accounting system and once the grants and budget have been loaded, the variances will be accurate and show an up-to-date financial picture. She is very excited and confident that by the next Governing Board meeting, the financial statements will be real working documents.

- The Statement of Position helps readers to understand the assets of the Agency and Jennifer gave many examples of what that means. She praised Tina Linn for getting the accounts receivable module up and running. Tina has also loaded and properly coded the three (3) million dollars recently received from the CDA.
- The Statement of Activity shows all the financial activity for the month of February and year-to-date. At the next meeting, the budget will be loaded, and the financial numbers will be accurate and up to date.
- The Statement of Cash Flow tracks cash movement and helps to identify any issues early before making any major financial decisions. A healthy cash flow ensures stability, prevents payment delays, and supports ongoing program delivery. Funded partners are now on a net thirty (30) schedule for reimbursement which is significant and very exciting news.
- Jennifer also provided a plain language guide to help explain the financial reports. She is in constant communication with leadership and providing detailed reports of all the ins and outs of revenue so they can help with the auditing process to move forward with a clean transition. Administrators and Board Members should ask questions and understand financial trends even without accounting expertise and the guide is a helpful tool.
- There was some discussion about looking into changing banks that would provide free access to our financial history beyond the 45 days we currently have with US Bank.
- Supervisor Allen said she is thrilled to see the financial documents and suggested it be an action item for future meetings for the Board approval as it is part of their fiduciary responsibilities.
- Jennifer reviewed the eight (8) findings from the CDA fiscal monitoring visit in January. As a result, Jennifer has developed a comprehensive training manual, Dagne has been hired as the fiscal auditor, and research is being conducted for better time tracking of personnel by programs. Additionally, efforts continue for the late audit corrections and submissions, Jennifer is working with the RSS team to automate fiscal monitoring for funded partners and has reminded funded partners to send all receipts for accurate payment controls. The 24-25 closeouts have been provided as requested. Supervisor Dryden is happy, the CDA is happy, and the fiscal team received a round of applause. Supervisor Allen requested that the Board members receive a copy of the CDA findings.
- Meghan shared that we are two years and one quarter into the 3-year strategic plan. Supervisor Dryden suggested that the strategic plan be reviewed by the outside consultants as part of the transition plan. She reminded the Board that if anyone wants to participate in strategic plan to please come forward.

- Jennifer is still working with the Gilbert CPA firm, and the overdue audits are expected to be fully completed by June. The taxes may need to be amended as well as the closeouts once the financials are fully updated.

## **IX. REPORTS**

### **A. Executive Committee**

- Supervisor Dryden said the Executive Committee met before the Board meeting just to go over where we are at.

### **B. Audit/Finance Committee**

- Meghan Rose said the Audit/Finance Committee met this morning to review the status of the audits and the information that Jennifer shared.
- Megan shared that there was some communication found in the former Fiscal Administrator's desk regarding an ACH fraud in which a \$15,000 check had been stolen. Unfortunately, the time has passed for restitution, so the Agency is out of luck in recovering the funds.

### **C. Acting Executive Director**

- Will thanked everyone for their trust in him. He said he would not be here were it not for Pam Miller and the mentors he has had over the years. He feels confident and supported by Dr. Julie, Anson, Nancy, and Jennifer. He said he is just trying to stabilize the Agency and keep us on course.

## **X. ANNOUNCEMENTS**

- Carl Burton introduced his friend Christine "Chris" Bish who is running for Congress.
- Carl suggested that we participate as much as possible in the many opportunities surrounding the 250<sup>th</sup> anniversary of our nation and mentioned one on April 7<sup>th</sup> and 8<sup>th</sup> in Sacramento dealing with special districts. Supervisor Dryden thanked Carl for being such a good ambassador.

## **XI. ADJOURN**

- A. Supervisor Dryden adjourned the meeting at 12:46 p.m.

**\*\***TO LISTEN TO THE FULL AUDIO OR REQUEST MATERIALS FROM THIS MEETING, PLEASE EMAIL [GoverningBoard@AgencyOnAging4.org](mailto:GoverningBoard@AgencyOnAging4.org)

*Recordings are on file for one (1) year.*

**CALIFORNIA DEPARTMENT OF AGING**  
**Home and Community Living Division**  
**Older Adult Programs Branch**  
**Planning, Monitoring, and Data Bureau**  
2880 Gateway Oaks Drive, Suite 200  
Sacramento, CA 95833  
www.aging.ca.gov  
TEL 916-419-7500  
FAX 916-928-2267  
TTY1-800-735-2929



March 20, 2026

Will Tift, Interim Director  
Area 4 Agency on Aging  
1401 El Camino Avenue, 4th Floor  
Sacramento, CA 95815-2700

Dear Director Tift:

The California Department of Aging (CDA) conducted a remote program monitoring of the Area 4 Agency on Aging (PSA 4) on January 12th – 16th, 2026. The purpose of the CDA's program monitoring review was to determine PSA 4's compliance with all pertinent State and Federal requirements related to direct and contracted services under the Older Americans Act (OAA) Title III programs, the AAA 25-26 Memorandum of Understanding (MOU), CDA Program Guide, and the Health Insurance Counseling and Advocacy Program (HICAP). The enclosed program monitoring report contains individual reports for Administration, Data, the OAA program areas, and HICAP area.

*Please note, the Fiscal Monitoring Report will be issued separately.*

Please review the Monitoring Report and attached "Guide for Completing a Corrective Action Plan (CAP)" to address the findings identified during the CDA's remote program monitoring review.

The CDA Monitoring Team will work with you to schedule a CAP Process Call within the next two weeks to review the CAP process and answer any questions you may have.

The deadline for remediation of all Findings is **June 12, 2026**.

We thank you for your time and attention to this matter. Should you have any questions or concerns, please contact Kevin Kern, Supervisor I at (916) 928-5858 or email the CDA Program Monitoring Team at: [AAAMonitoring@aging.ca.gov](mailto:AAAMonitoring@aging.ca.gov).

Sincerely,

Jamie Pope, Chief  
Planning, Monitoring, and Data Section  
Division of Home and Community Living  
California Department of Aging

Cc: Denise Likar, Deputy Director  
Division of Home and Community Living

Susan Rodrigues, Assistant Deputy Director  
Division of Home and Community Living

Andrew Sachs, Assistant Deputy Director  
Office of Finance and Administration Operations Branch  
Division of Administrative Services

Jeremy Jackson, CPA, Chief Auditor  
Audits and Risk Management Branch  
Division of Administrative Services

Nakia Thierry, EdD, MSG  
Older Adult Programs Branch Chief  
Division of Home and Community Living

Lana Reynolds, Chief  
Nutrition and Wellness Section  
Division of Home and Community Living

Gilbert Saucedo, Chief  
Heath Insurance Counseling and Advocacy Program (HICAP) Section  
Division of Home and Community Living

Alia Kuraishi, Chief  
Supportive Services Section  
Division of Home and Community Living

Valerie Ford, Supervisor I  
Supportive Services Section  
Division of Home and Community Living

Taishawna Alexander, Supervisor I  
Supportive Services Section  
Division of Home and Community Living



MAR 23 2026

MALIA M. COHEN  
CALIFORNIA STATE CONTROLLER

March 20, 2026

Entity ID – 12503400500

District Fiscal Officer  
Area 4 Agency on Aging  
1401 El Camino Avenue, Suite 400  
Sacramento, CA 95615

**SUBJECT: Delinquent Special District Financial Transactions Report**

Dear District Fiscal Officer:

The State Controller's Office (SCO) records indicate that we have not received your Financial Transactions Report (FTR) for the fiscal year ended June 30, 2025. Government Code (GC) section 53891 requires a report of financial transactions of each local agency to be submitted within seven months after the close of the fiscal year or within the time prescribed by the Controller, whichever is later.

This letter constitutes written notice of your failure to provide the report by the due date, and provides you with the opportunity to submit the report to SCO by April 30, 2026.

Pursuant to GC section 53895, failure to file your report by April 30, 2026, will result in a forfeiture ranging from \$1,000 to \$5,000; the final forfeiture amount will be calculated based on your prior-year total revenue. In addition, GC section 12464 provides SCO with authority to investigate and to obtain required information if there is reason to believe that a report is false, incomplete, or incorrect. Any costs incurred by SCO in compiling the report shall be borne by your agency pursuant to GC section 12464(b).

Reporting instructions and information for the 2024-25 Special District FTR are available on the SCO website at [https://www.sco.ca.gov/ard\\_locinstr\\_districts\\_forms.html](https://www.sco.ca.gov/ard_locinstr_districts_forms.html).

Local Government Programs and Services Division  
Mailing Address P.O. Box 942850, Sacramento, CA 94250  
3301 C Street, Suite 740, Sacramento, CA 95816

District Fiscal Officer  
Area 4 Agency on Aging  
1401 El Camino Avenue, Suite 400  
Sacramento, CA 95615

**ACTION ITEM VI. A.**

**TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD**

**FROM:** Will Tift, Acting Executive Director

**DATE:** April 6, 2026

**SUBJECT: Approve Amendments to the 2025-26 Area Plan Update**

The Area Plan Committee (APC) met in August, September and December of 2025 to review and ultimately approve the enclosed Amendments to the 2025-26 Area Plan Update. The changes reflect:

- Integration of Unmet need information from each of the local ADRCs
- Integration of local ADRC goals
- Integration of Nevada County Local Playbook recommendations
- Inclusion of current HICAP performance measures
- Clarifications required by the California Department of Aging

This item requires a vote from the Advisory Council and the Governing Board.

## **ACTION ITEM VI. B.**

**TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD**

**FROM:** Will Tift, Acting Executive Director

**DATE:** April 6, 2026

**SUBJECT: Approve the 2026-27 Area Plan Update**

On April 2 the Area Plan Committee voted to recommend the Advisory Council and Governing Board adopt a Draft Area Plan Update for SFY 2026-27 with the understanding that some additional changes would be needed prior to final submission to the California Department of Aging ahead of the May 1 due date.

The Area Plan Update contains numerous changes. Proposed changes are shown in teal. Items that are not yet in final form are shown in pink. New CDA-required information is shown in yellow. Edits made after April 2 APC Meeting are shown in green.

From the perspective of AAA4 Staff, the most salient elements of the Area Plan Update are as follows:

- SECTION 5: NEEDS ASSESSMENT
  - Updated Poverty Projections (page 40)
  - Updated Description of LGBTQ+ Needs (pages 43 – 44)
- SECTION 6: PRIORITY SERVICES & PUBLIC HEARINGS
  - Refreshed Minimum Adequate Proportion Percentages (page 47)
- SECTION 7: NARRATIVE GOALS and OBJECTIVES
  - ADRC Updates to be provided at a later date (introductory pages)
  - CalFresh Healthy Living references stricken (multiple pages)
  - Most Objective Dates Renewed (pages 50 – 202)
  - Program Development Objective NEVA 1.2(A) Updated (page 60)
- SECTION 8: SERVICE UNIT PLANS
  - Explanation for Unit Reductions Pending (pages 203 – 234)
  - HICAP Performance Measures Pending (pages 231 – 234)

*Continued on next page*

- SECTION 9: SENIOR CENTERS & FOCAL POINTS
  - Nevada City Senior Apartments removed
  - Sierra Gold Community Senior Center added
- SECTION 11: LEGAL ASSISTANCE (Final Version Pending page 239)
- SECTION 15 & 16: GOVERNING BOARD & ADVISORY COUNCIL
  - Rosters updated (pages 261 – 264)
  - AC Demographics Pending (pages 263 – 264)
- SECTION 21: ORGANIZATION CHART
  - Updated (page 267)
- ATTACHMENT A: SUMMARY OF CHANGES
  - This will be completed after Board approval of the APU (page 278)
- ATTACHMENT B: OCAM SUMMARY
  - This summarizes prior awards made by the Board (page 279)
- ATTACHMENT C: MASTER PLAN FOR AGING SUMMARY
  - This summarizes local efforts related to the Master Plan (page 282)

The Department of Aging requires Agencies on Aging to submit a corresponding budget along with the Area Plan Update. The Department provided AAA4 with a planning estimate for SFY 2026-27 on April 3; therefore, Staff have not had an opportunity to develop an accurate budget. To demonstrate the 2026-27 Area Plan Update was written with the assumption that overall funding would remain level, AAA4 Staff plan to submit a copy of the current Area Plan budget.

This item requires a vote by the Advisory Council and the Governing Board.

**ACTION ITEM VI. C.**

**TO: AAA4 ADVISORY COUNCIL & GOVERNING BOARD**  
**FROM:** Will Tift, Acting Executive Director  
**DATE:** April 6, 2026  
**SUBJECT: Approve New Program Development Objective for Sierra County: Mobile Pharmacy Project**

This item would add a new objective to the Area Plan Update for SFY 2026-27. It is being presented separately from the prior action item so that Supervisor Dryden may recuse herself.

For some time, AAA4 Staff have been in conversation with Supervisor Dryden and other local stakeholders about bringing mobile pharmacy services to Sierra County. Approval of a Program Development Objective would allow the Agency to devote additional time and resources to take a lead role in further assessing the viability of such a project and to facilitate implementation, if appropriate. Presently, no dollars are assigned to this objective.

**2.2 SIERRA: Develop New Programs to Address Unmet Needs**

Where it is warranted and when sufficient resources exist, AAA4 will develop new programs to address unmet needs among older adults, people with disabilities and their family caregivers.

(A) Start-up Project	7/26 to 6/29	PD
<p>Improve medication adherence and access by partnering with the County of Sierra, Incorporated Senior Citizens of Sierra County, Eastern Plumas Health Care and other key stakeholders to establish regular pharmacy services for local residents.</p> <ul style="list-style-type: none"><li>• Year 1 (2026-27): Complete a feasibility study which assesses whether or not a successful rural pharmacy models could reasonably be expected to have long-term viability if replicated in Sierra County. Such models include but are not limited to mobile pharmacies and pop-up pharmacies.</li><li>• Year 2 (2027-28): Launch a pilot project (if determined feasible).</li><li>• Year 3 (2028-29): Evaluate the pilot project, make improvements and prepare for transition to a standalone program.</li></ul> <p>Staff Lead: Regional Services Specialist – Clayton</p>		

This item requires a vote by the Advisory Council and the Governing Board.

# Mobile / Pop-Up Pharmacy Pilot – Sierra County, California

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## **Funding Source**

Older Americans Act (OAA) – Program Development (3-Year Designation)

## **Project Summary**

Sierra County currently has no operating pharmacy, requiring residents—especially older adults—to travel to Grass Valley, CA or Reno, NV for prescriptions. This creates significant barriers to medication access, adherence, and health outcomes.

This proposal seeks OAA program development funding to establish a mobile and/or pop-up pharmacy model that delivers essential pharmacy services directly within Sierra County. The program will prioritize older adults and individuals with mobility, transportation, or health access challenges.

## **Need & Justification**

- No local pharmacy; travel distances exceed 45–90 minutes each way
- Disproportionate burden on older adults and individuals with chronic conditions
- Transportation programs require ongoing staffing, fuel, and coordination costs
- A mobile/pop-up pharmacy provides direct service delivery, reducing repeated transportation costs and improving efficiency

## **Project Design**

The program will implement a hybrid model:

- Mobile pharmacy unit (scheduled routes and delivery days)
- Pop-up pharmacy clinics (weekly or biweekly at central community locations)

Core services include:

- Prescription dispensing and refills
- Medication counseling and adherence support
- Coordination with healthcare providers
- Potential expansion: vaccinations and medication therapy management

## **Key Partners**

Confirmed:

- Inc Seniors
- Sierra County Supervisor Sharon Dryden
- Sierra County staff (Melanie Del Carlo)

Potential:

- Eastern Plumas Health Care
- Dignity Health
- Sierra County Health & Human Services

## **Benchmarks & Timeline**

Year 1 – Planning & Pilot Launch:

- Establish partnerships and regulatory compliance
- Launch pilot in 1–2 communities
- Serve 50–75 older adults

Year 2 – Expansion:

- Expand to 3–4 locations
- Serve 100–150 participants
- Add expanded services

Year 3 – Sustainability:

- Serve 150+ participants annually
- Secure long-term funding and partnerships

## **Achievable Goals**

- Reduce travel burden by 50%+
- Improve medication adherence
- Demonstrate cost-effectiveness
- Create a replicable rural model

## **Sustainability Strategy**

- Healthcare partnerships for operational support
- Insurance billing and reimbursement
- County and local investment
- Grant funding opportunities
- Scalable model for rural replication

## **Conclusion**

A mobile/pop-up pharmacy is a practical, cost-effective solution to a critical service gap in Sierra County. This model improves access, reduces costs compared to transportation-only approaches, and supports older adults in aging safely within their community.

**ACTION ITEM VI. D.**

**TO: AAA4 GOVERNING BOARD**  
**FROM:** Will Tift, Acting Executive Director  
**DATE:** April 6, 2026  
**SUBJECT: Award Funds to a Meal Vendor to Support the Yuba-Sutter Meals on Wheels Program**

Meals on Wheels Yuba & Sutter Counties (MOWYS) is a direct service of Area 4 Agency on Aging. On January 9, 2026 the Agency issued an Invitation for Bids (IFB) for organizations interested in producing meals for the Home-Delivered Meals program for SFY 2026-27; renewable for SFY 2027-28. The total amount of funding available for the first year is estimated to be \$315,000.

Four meal vendors submitted bids. One team of three AAA4 staff members and a second team consisting of two external reviewers, one from Yuba County and one from Sutter County, independently reviewed and rated each bid. Each review team then met in groups and reached unanimous recommendations, which were announced publicly at the March 12 meeting of the Grants Review Committee.

The recommendation is to award one meal vendor applicant. A summary of the bids appears on the following page.

This item requires a roll call vote by the Governing Board.



## Invitation for Bid:

### Meal Vendors for Yuba Sutter Meals on Wheels Contract Cycle: SFY 2026-27; Renewable for SFY 2027-28

APPLICANT & SUMMARY		REQUEST
<p><b><u>Sinil Kang dba 2 Bits Express</u></b></p> <p>Meal Rate: \$9.50 Service Type: Meal preparation and delivery of meals to participants</p> <p>2 Bits Express Café has proudly served older adults in the Yuba-Sutter community for the past six years, providing fresh, nutritious meals that support health, well-being, and independence. We are deeply connected to the community, sourcing ingredients from local farms, markets, and Blue Zones Project partners, which allows us to deliver meals that are both wholesome and locally grounded. Our team including the program manager, chef, kitchen staff, and certified drivers aim to prepare and deliver meals with care, consistency, and respect, building trusted relationships with participants and ensuring that each interaction provides not just nourishment, but also connection and engagement. Meals are prepared fresh daily, packaged for safety and convenience, and delivered with flexible scheduling to accommodate the needs of participants and the program. With the ability to produce up to 1,500 meals per week and the flexibility to adjust production and delivery as needed, 2 Bits Express Café is fully equipped to provide reliable, high-quality, and community-centered meal service, helping older adults thrive while strengthening the local community and neighborhood connections.</p>		\$315,000
RECOMMENDATION & RATIONALE		RATING
AAA4 Staff Review Team	<p>Fully Fund with No Condition</p> <p>Rationale: The Applicant is a local Yuba County vendor with a strong understanding of state and federal nutrition requirements, offering fresh, high-quality meals aligned with a farm-to-fork approach. They demonstrate the operational capacity to serve current participants and to scale production significantly if additional funding becomes available.</p>	A
Yuba & Sutter Review Team	<p>Fully Fund with No Conditions.</p> <p>Rationale: The Applicant is based within the Yuba and Sutter County communities, works directly with local farmers to source fresh produce, and offers meals that appear fresher than the other competing applicants.</p>	A, A

APPLICANT & SUMMARY		REQUEST
<p><b><u>Drewski's Brick and Mortar 1 Catering LLC, dba Drewskis Hot Rod Kitchen</u></b></p> <p>Meal Rate: \$9.00 (Regular) &amp; \$10.00 (Diet Specific)  Service Type: Meal preparation and delivery of meals to participants</p> <p>(Drewski's), based in Sacramento, California, is a well-established, private, profit-making, incorporated food service provider with a proven track record of delivering high-quality, nutritious meals to older adults and people with disabilities. For over five years, Drewski's has served as a trusted meal vendor for Meals on Wheels programs, consistently meeting and exceeding program standards for meal preparation, food safety, and participant satisfaction. Our organization specializes in the preparation and delivery of balanced, appealing, and culturally appropriate meals tailored to the unique nutritional needs of older adults and people with disabilities. We are experienced in menu planning, portion control, and compliance with all federal, state, and local guidelines for senior nutrition programs. Drewski's leverages its expertise in large-scale food production, gained through both our Meals on Wheels partnerships and our successful catering, restaurant and food truck operations, to ensure reliable service delivery and menu variety. For the 2026–2027 contract term, Drewski's is proposing the following fixed, all-inclusive rates: Regular Meal with Delivery: \$9.00 per meal (\$7.50 per meal, plus \$1.50 delivery per household) Dietary-Specific Meal with Delivery: \$10.00 per meal (\$8.50 per meal, plus \$1.50 delivery per household) All proposed pricing is firm for the full contract period, with no mid-year rate adjustment requests. Key elements of our proposed activities include: a) Comprehensive Nutrition Services: Providing meals that meet the dietary requirements outlined in the Older Americans Act, with a focus on supporting the health, independence, and well-being of program participants. b) Local Sourcing and Community Engagement: Utilizing high-quality ingredients, with an emphasis on sourcing fresh, local produce whenever possible to enhance meal quality and support the local economy of Yuba &amp; Sutter Counties. c) Operational Excellence: Maintaining rigorous standards for food safety, staff training, and operational efficiency to ensure every meal is prepared and delivered safely and on time. d) Flexible Service Models: Offering meal preparation only, delivery to central locations, or direct delivery to participants, to best meet the needs of the Yuba &amp; Sutter Meals on Wheels program. In addition to standard or regular meals, we are fully prepared to provide a variety of dietary-specific meals designed to support participants with complex chronic conditions such as hypertension, diabetes, heart disease, renal disease, and other health concerns. Each meal is thoughtfully crafted to align with individual dietary requirements, ensuring both nutritional adequacy and participant well-being. e) Continuous Improvement: Actively encouraging feedback from program participants and AAA4 program staff, making timely menu adjustments to reflect preferences, dietary needs, and cultural traditions. f) Commitment to Quality and Reliability: Drewski's has successfully maintained a consistent meal rate for over five (5) years by leveraging long-term supplier relationships, seasonal and local sourcing, efficient menu planning, and community partnerships. With a dedicated team of experienced culinary staff and trained delivery drivers, Drewski's Hot Rod Kitchen is fully prepared to provide safe, nutritious, and enjoyable meals directly to participants' homes, while offering respectful participant engagement and dependable service. Our approach is grounded in operational reliability, regulatory compliance and strong commitment to supporting health and well-being of older adults and people with disabilities in Yuba &amp; Sutter counties.</p>		\$315,000
RECOMMENDATION & RATIONALE		RATING
AAA4 Staff Review Team	<p>Do Not Fund.</p> <p>Rationale: The Applicant is not based within Yuba or Sutter Counties, a factor weighted in scoring. Applicant</p>	A

	proposes competitive per-meal pricing and incorporate some regional and farm-to-fork sourcing. The Applicant demonstrates a strong understanding of state and federal nutrition and compliance requirements and offers fresh, high-quality meals, including medically tailored options. They demonstrate the operational capacity to serve current participants and to scale production significantly if additional funding becomes available.	
Yuba & Sutter Review Team	Do Not Fund.  Rationale: The Applicant is not local in Yuba or Sutter Counties and meals are not locally sourced. Meals are prepared 1-2 days in advance in the Sacramento area.	B, B+

APPLICANT & SUMMARY	REQUEST
<p><b><u>EveryTable, PBC</u></b></p> <p>Meal Rate: \$2.50 Service Type: Meal preparation and delivery of meals to a local location</p> <p>Everytable submits this application to serve as the meal production vendor for Meals on Wheels Yuba-Sutter for SFY 2026–27 (renewable for SFY 2027–28). Everytable is a private, for-profit corporation and mission-driven food company specializing in large-scale production of fresh, nutritious meals for public agencies and nonprofit partners—particularly programs serving older adults. For this program, Everytable will provide Older Americans Act (OAA) Title III-C compliant meals that are chef-prepared and dietitian-designed to support senior health, independence, and dignity. Meals are structured to accommodate common age-related dietary needs, including heart-healthy and diabetes-conscious considerations, while maintaining flavor, familiarity, and variety to promote consistent participation. Everytable will submit a 6-week cycle Title III-C compliant menu featuring 30 distinct meal selections, exceeding the minimum requirement of five different meals. This rotating menu structure supports nutritional adequacy, menu variety, and participant satisfaction while maintaining production efficiency and cost stability. Everytable proposes Service Type 3b — Meal Preparation and Delivery to a central location. Meals are made from scratch daily at Everytable’s 50,000-square-foot central commissary kitchen in the City of Industry, California. Following production, meals are transported through Everytable’s controlled cold-chain distribution network to our Berkeley location for regional distribution and ultimately delivered to the Yuba-Sutter central location. To accommodate AAA4’s limited storage capacity, Everytable proposes two deliveries per week, with preferred delivery days of Monday or Wednesday (flexible based on program needs). Meals will be delivered refrigerated (cold), allowing participants the flexibility to heat meals at their convenience. Meals remain fresh and safe for 3–4 days under proper refrigeration and are clearly labeled with handling and reheating instructions. Meals will be packaged using environmentally responsible, compostable materials that are sealed to preserve freshness, maintain food safety, and ensure ease of transport and handling. The proposed meal production cost is \$2.50 per meal, which includes food ingredients, scratch, quality control, and packaging. This rate reflects the average fixed cost for producing each meal and excludes delivery expenses. Everytable’s centralized high-volume production model—producing tens of thousands of meals per week—supports cost efficiency, supply chain leverage, and pricing stability throughout the contract period. With scalable infrastructure, established California-based supplier relationships, and strong operational controls, Everytable has the capacity to reliably serve approximately 150 participants and increase production if program demand expands. In summary, Everytable offers Meals on</p>	<p>\$315,000</p>

Wheels Yuba-Sutter a proven, senior-focused meal production partner capable of delivering nutritious, compliant, and appealing meals with operational reliability, cost consistency, and a strong commitment to serving older adults with dignity and care.		
RECOMMENDATION & RATIONALE		RATING
AAA4 Staff Review Team	<p>Do Not Fund.</p> <p>Rationale: The Applicant is not based in Yuba or Sutter Counties and meals are not locally sourced, a factor weighted in scoring. There are concerns regarding the extended transportation process, as meals would travel from Southern California to Berkeley, then to Yuba-Sutter Counties, then delivered by volunteers to participants. There is uncertainty whether delivery timelines may exceed safe freshness standards.</p>	B
Yuba & Sutter Review Team	<p>Do Not Fund.</p> <p>Rationale: The Applicant is not based within Yuba or Sutter Counties and meals are not locally sourced. Concerns around quality and freshness of the meals due to them being prepared in Southern California.</p>	C+, B

APPLICANT & SUMMARY	REQUEST
<p><b><u>Meals on Wheels Yolo County, Inc.</u></b></p> <p>Meal Rate: \$7.25 (Regular) \$10 (Diabetic/Renal)  Service Type: Meal preparation and delivery of meals to a local location</p> <p>As it's MOW Yolo's primary purpose as an organization to serve as a comprehensive senior nutrition provider for older adults, MOW Yolo is uniquely qualified to fulfill requirements as MOW Yuba/Sutter's meal vendor. Over the past four years, MOW Yolo has increased meal production capacity on every level such to affect a 300%+ increase in the number of seniors consistently nourished in Yolo County, now totaling ~1,200 with ~200 more pending as waitlisted seniors are scheduled for imminent onboarding. Even so, capacity in and related to the purpose developed, 5,300 square foot meal production facility remains more than sufficient to engage with new social enterprise relationships, such as what's proposed in this bid. MOW Yolo currently maintains five such contractual relationships in a five-county region resulting in well over 50,000 meals/year and gross reimbursement revenue projected to approach \$400,000 this fiscal year. For MOW Yolo's own mission-driven work, as well as its social enterprise endeavors, the organization has pivoted and scaled up quickly to meet the moment on multiple occasions so as to not allow opportunity to pass by, and the potential to do so as MOW Yuba/Sutter's meal vendor appears to be no more of a challenge than any other met in the recent past. Furthermore, with a 51-year history, MOW Yolo is highly experienced as a producer of meals for older adults that meet all OAA nutrition requirements concurrent with all health and safety expectations under OAA and other authorities, such as CalCode and the Yolo County Environmental Health Department. In addition to standard menu options, MOW Yolo already has developed vegetarian, diabetic, and renal menus meeting OAA requirements, and has the ability to extend this prowess to other medically tailored options, as well. MOW Yolo is on the cusp later in 2026 of executing upon an existing contract with Partnership HealthPlan of California as a CalAIM Community Supports provider of medically tailored meals</p>	\$315,000

in Yolo County, which will provide for expansion of medically tailored meals for other purposes and other partnerships in which MOW Yolo engages.		
RECOMMENDATION & RATIONALE		RATING
AAA4 Staff Review Team	<p>Do Not Fund.</p> <p>Rationale: The Applicant is not based in Yuba or Sutter Counties and meal ingredients are not locally sourced, a factor weighed in scoring. Concerns around food presentation and packaging to the participants.</p>	B
Yuba & Sutter Review Team	<p>Do Not Fund.</p> <p>Rationale: The Applicant's meals are not locally sourced. Concerns around quality and freshness of the meals being frozen and prepared 1-2 weeks before delivery.</p>	B, B

**DISCUSSION ITEM VII. A.**

**TO: AAA4 GOVERNING BOARD**  
**FROM:** Will Tift, Acting Executive Director  
**DATE:** April 6, 2026  
**SUBJECT: AAA4's Executive Director Position: Transition Planning, Part 2**

Work continues on a transition plan which includes immediate, short-term and intermediate steps for the Fiscal Administrator position (including the Fiscal Department), for the Executive Director position, and for the Agency as a whole (Board, Council, Staff, Funded Partners, ADRC Partners and Community Partners). An update will be shared during the April 10 meeting.