

# AGENCY ON AGING AREA 4 Governing Board Minutes

Date: May, 8, 2026  
Location: **Sutter 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. Supervisor Allen was approved for teleconferencing at a public location. The pledge of allegiance was led by Supervisor Dryden.

**GOVERNING BOARD ATTENDANCE**

County	Members Present – 12	Excused = 4 Absent = 2
Nevada	Supv. L. Swarthout	E. Minett (E)
Placer	W. Reed	Supv. Jones (E)
Sacramento	L. Klotz, M. Sawamura; M. Rose, L. Batten,	C. Burton (E)
Sierra	Supv. S. Dryden	Supv. L. Heuer (A)
Sutter	T. Beebe, M. Cardoza	Supv. J. Boone (A)
Yolo	Supv. S. Allen (at a public location via Zoom), G. Bourguignon	
Yuba	Supv. A. Vasquez (arrived 11:45 AM)	W. Peters (E)

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

<b>On-site AAA4 Staff</b>
Will Tift, Dr. Julie Bates, Sara Martinez, Jennifer Hassouna, Tina Linn, Diane Swanson

<b>AAA4 Staff via Zoom</b>
Rebecca Hensley, Adamaris Ramirez-Diaz, Anson Houghton, Brittany Lathrop, Cindy Reigert, Julie Beckner, Nancy Vasquez, Ashley Williams, Ben Scalero

<b>On-site Guests</b>
None

<b>Guests via Zoom</b>
Kelly Carpenter, Nevada County, Melinda Klick, MOW Sacramento County

**II. ROLL CALL**

A quorum was established with roll call taken by Leesa Klotz.

**III. PUBLIC COMMENT - None.**

#### IV. CONSENT

Supervisor Dryden asked for a motion to approve Consent items A and B to approve the agenda and the minutes from 4/10/26.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
M. Sawamura	W. Reed	Y= 11; N= 0; Abstain= 0

#### V. CORRESPONDENCE

None.

#### VI. ACTION ITEM

- A. Adopt Resolution #334 re: HICAP (Health Insurance Counseling and Advocacy Program) Funds

Rebecca Hensley discussed that this is an amendment to the 4-year Area Plan MOU agreement between AAA4 and the CDA. The amendment contains the budget for HICAP grant year 2026-2027 covering the period April 1 to March 31 with a total award of \$699,771. This includes \$70,384 in augmentation funds to continue contracting with Legal Services of Northern CA. The contract supports services in the AAA4 service area and in El Dorado and San Joaquin Counties.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
T. Beebe	M. Rose	Y= 11; N= 0; Abstain= 0

- B. Adopt AAA4 Policy on Voluntary Contributions

Will presented an internal umbrella policy regarding voluntary contributions specific to current clients of Agency funded programs. The policy will complete the findings from the January monitoring visit conducted by the CDA.

This is the first policy of many to come and was specifically developed in response to a request by the Department of Aging. The policy template is new and incorporates language from the Older American's Act.

Will answered two brief questions from Lin Batten and Supervisor Allen to their satisfaction.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
M. Cardoza	G. Bourguignon	Y= 11; N= 0; Abstain= 0

- C. Approve Third Quarter Joint Program Evaluation Committee (JPEC)

Recommendations

Will announced that the JPEC Committee met on April 30<sup>th</sup> with Leesa Klotz and Lin Batten in attendance. Will presented the spreadsheet from the meeting packet and explained that six (6) programs on collaborative oversight will remain so at this time. The goal is for those programs' actual unit outputs to align with quarterly benchmarks for at least four successive quarters.

Connecting Point requested to be placed on collaborative oversight to receive additional support for their program. Will explained that it has been difficult for Connecting Point to get established because FREED previously provided senior information assistance services in the area for a long time and consumers continue to contact FREED instead.

There were no questions from the Board and the motion passed unanimously.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
M. Sawamura	W. Reed	Y= 11; N= 0; Abstain= 0

D. Award Unassigned Transportation Funds in Yolo County \$22,875

Rebecca Hensley explained that the Yolo Healthy Aging Alliance resumed responsibility for distributing travel vouchers to clients riding the Yolo Bus Special service. The remaining \$22, 875 in grant funding remains unassigned for the current year. The funds were originally intended for Dignity Health to support transportation to Adult Day Care.

AAA4 staff recommend reallocating the unassigned funds go to YHAA to expand transportation services for regular Yolo Bus riders and clients residing outside of the Yolo Bus service area. YHAA will continue providing updates to the Yolo County Commission on Aging.

Supervisor Allen expressed appreciation for bringing the recommendation forward and supports the proposed expanded services.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
G. Bourguignon	W. Reed	Y= 11; N= 0; Abstain= 0

E. Accept AAA4 Financial Statements

Controller Jennifer Hassouna reviewed the financial statements included in the packet. On the Statement of Position there is \$3,790,000 due which AP will clear next week. The Statement of Activity reflects \$16,000,000 in revenues for the fiscal year beginning July 1, 2025. The Statement of Cash Flows outlines the accounts where the revenue is distributed. The reports are now all generated directly from AccuFund and are accurate. The Board gave Jennifer a round of applause.

Meghan asked Jennifer to provide additional information regarding the \$6,500,000 recovery. Jennifer explained that in the past 30 days, Tina successfully recovered \$6,500,000. The Board gave Tina a round of applause. Jennifer also announced that Tina has been promoted to Assistant Controller.

<b>Motion</b>	<b>Second</b>	<b>Passed</b>
M. Rose	Supv. Swarthout	Y= 11; N= 0; Abstain= 0

## VII. DISCUSSION/PRESENTATION

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

- Dr. Julie Bates shared the transition plan and requested that the Board allow her to change the timeline from a 30, 60, 90-day plan to a six (6) month plan as several significant steps have been added to the process for implementing a new Executive Director.
- Dr. Julie shared two large binders containing salary surveys. One is from Cal Chamber and the other was from a Fair Pay survey for Northern California non-profits covering more than 700 nonprofit organizations, some of which are AAAs. She noted that administrative salaries are significantly lower than the average and stated that she will share more during the closed session.
- During the closed session, Dr. Julie will discuss how the Board would like to conduct the search for a new Executive Director. Dr. Julie proposed presenting at the next meeting with options and associated costs for conducting the search.

- Revisions to the employee handbook are currently in process, with the goal of presenting a fully updated and legally compliant handbook for adoption at the September meeting.
- Beginning on May 13, the HR consultant will begin conducting interviews with the twelve (12) staff members identified by Will. The consultant will also meet with Dr. Julie and Carly.
- Miko Sawamura expressed interest in serving on the interview panel for the new Executive Director. Dr. Julie and Supervisor Dryden explained that the process of interviewing and hiring a new Executive Director is expected to take some time, but that all the Board members will participate.

Supervisor Dryden shared the history of how we arrived at this point and acknowledged the significant hard work that has been done along the way. She emphasized the importance of ensuring the agency remains healthy both financially and in terms of its culture and human resources so that we can attract the strongest possible candidate for the new Executive Director position.

## VIII. REPORTS

### Executive Committee

- Supervisor Dryden said she already gave her State of the Agency report and passed her time along to Meghan for Audit/Finance.

### Audit/Finance Committee

- Meghan Rose said the Audit/Finance Committee met this morning to review the financials and get updates on the audits.
- The reconciliations are complete and all documentation has been submitted to the auditors for completion of the delinquent audits.
- The Agency currently has over \$4,000,000 in the bank. Meghan would like to get an investment strategy together so in leaner years there would be investment income for the Agency to fall back on.
- Jennifer added that we are on time with submissions and relationships with funded partners are a lot smoother. She anticipates being able to get reimbursements from the CDA by the 30<sup>th</sup> of the month.
- Megan said there were no fraudulent or criminal findings with the credit card reconciliations. There was just a lot of mismanagement by the former staff.
- Gilbert has been a valuable partner and noted unexpected timeline delays due to more complex financials.

### Joint Program Evaluation Committee (JPEC)

- Will said the next meeting will be on August 27<sup>th</sup> to review 2025–2026 year-end performance.

### Legislative Committee

- Dr. Julie said the Legislative Committee met right after the Joint Meeting on April 10<sup>th</sup>. The next meeting will be immediately following the Advisory Council meeting on May 21.
- Six letters were signed in support of bills the committee is following and have been submitted to the legislature.

## Acting Executive Director

- Will shared that the former Fiscal Administrator from a couple years ago, Lynda Webb, has been assisting on a volunteer basis with the budget for 2026-2027. She also helped to balance and submit the Area Plan Budget on time.
- Final budget work continues and expenses need to be updated along with addressing vacant positions with the Agency.
- Anson and his team are also working with Lynda for the ADRC budgets in Sutter/Yuba, Yolo, Sacramento, and Placer.
- The deadline for submitting the corrective action plan to the County of Sacramento for outstanding audit issues has been met.
- The deadline for submitting the special district report to the State Controller's office was met.
- We are on track to submitting the corrective action plan to the CDA from the January audit.
- Dagne Buck has begun the audit process with funded partners and is doing a great job.
- For the first time in a long time, the Agency has more money on hand than bills to pay. Applause!
- Work continues with the IT platforms to support enhanced case management and caregiver counseling.
- Tina Linn was promoted to Assistant Controller. Dennis Eldridge was promoted to Accountant. Talia Kwong is moving to the ombudsman team, and Ben Scalero was hired as a Data Technician. A student intern was hired for six weeks to support Gail with the Key Connections Program.
- The Agency is considering the Clifton Strengths Assessment training for all staff after the ombudsman team had a great training experience in April.
- Effective June 30, 2026, Hospitality House of the Foothills will discontinue its transportation services in Nevada County. Discussions are ongoing with Connecting Point and with Supervisor Swarthout to identify alternative transportation options.
- Hearings are continuing, at the request of C4A, around rule changes related to SB 1249 which is the "modernization" of the Aging Services Network. Will discussed which counties would gain funding from the current proposed change and those who would lose funding. Dr. Julie also shared her comments on the meetings she has attended. Talks are ongoing.
- Supervisor Allen had a question regarding the ADRC budgets and if it would be broken down by county. Anson Houghton provided comment and Will said that a resolution on the ADRC budgets will be brought to the next Board meeting.

## **IX. ANNOUNCEMENTS**

- Supervisor Dryden announced that the Audit Finance Committee will be meeting from 9:00 AM – 9:45 AM since there has been so much to review recently. As in the past, the Executive Committee will meet on Thursday afternoon prior to the Governing Board Meeting, so they are not rushed. This will provide more time to meet with the Acting Executive Director about ongoing issues and all that is happening within the Agency.

- Manny Cardoza thanked everyone for allowing him to be on the Board. Will address Manny's concerns over funding for Meals on Wheels in Sutter County where he is a volunteer.

**X. CLOSED SESSION (To discuss Personnel Matters and Potential Litigation) :30**

**XI. ADJOURN**

**\*\*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.*