



Kern County Commission On Aging

Yolanda Prado, Chairperson
5357 Truxtun Avenue, Bakersfield, CA 93309
(661) 868-1054; (661) 868-1001 FAX

EXECUTIVE COMMITTEE MEETING MINUTES

April 7, 2021, 1:30 PM
Aging and Adult Services
5357 Truxtun Avenue, Bakersfield, CA
Video Meeting via Zoom

CALL TO ORDER

Chair Prado called the meeting to order at 1:34 p.m.

ROLL CALL OF EXECUTIVE COMMITTEE MEMBERS

*(*Chairperson, **Vice Chairperson, ***Parliamentarian)*

Executive Members Present: Barbara Goodlow, Kris Grasty, Jan Lemucchi, **Stephanie Lynch, Linda Oswald, *Yolanda Prado,

Excused Absence: Judy Snyder

Quorum present: Quorum confirmed by Secretary, Lito Morillo

Commission on Aging Members Present: Susan Bodnar, Chris Barrett

Honorary Commissioners Present: None.

Aging & Adult Services Staff Present: Michele Timmerman

Guests Present: None.

DISCUSSION ITEMS:

- 1. Zoom Etiquette:** Chair Prado initiated discussion regarding the use of the mute/unmute function during Zoom meetings. There are members who may not know how to mute themselves and/or those who do not realize they are not muted during meetings. Chair Prado asked for feedback on addressing this challenge. Commissioner Grasty asked Lito how much longer the meetings are expected to be held via Zoom. Lito said it could continue for as long as the Commission would like. The whole notion of using Zoom

even before the pandemic was to utilize the technology for those who were unable to attend a meeting due to being out of town, etc. Lito said that if the Commission on Aging wanted to meet in person next month, the department could facilitate the meeting in a conference room and the use of Zoom could be continued for those unable to attend. Commissioner Grasty suggested written etiquette guidelines be provided. Chair Prado said that another challenge is that not all Commission members are using the same technology to access Zoom (i.e., phone, tablet, laptop), so everyone may not be seeing the same things on their device. Commissioner Lemucchi suggested training that would provide a visual of the Zoom platform that would include screen shots for the various devices that may be used. Chair Prado asked if the department's staff member handling the Digital Divide program might be able to provide training to the Commission. Lito said it might be difficult to provide training to the group since there are varying devices being used and suggested one-on-one training might be most beneficial for the end user. Lito suggested that talking with individual(s) who may be having difficulty may bring a more focused result. Chair Grasty asked about etiquette should you need to leave the meeting briefly. Lito said there is a button in Zoom where you can pause in a meeting and that you would need to mute yourself as well.

Chair Prado asked Michele Timmerman if she can mute everyone during a meeting. Michele said that she can mute all attendees, and then unmute as needed. Chair Prado suggested an announcement be made at the start of the meeting, that those who forget to mute themselves, may be placed on mute. Commissioner Barrett said that an attendee using a phone can unmute themselves by entering *6. Chair Prado recommended that during the next meeting, everyone be placed on mute at the start of the meeting with the ability to unmute themselves.

Chair Prado asked Lito if the department might have available tablets that could be used by Commissioners if a device is needed. Lito said that the department does have a few tablets and expects to receive additional devices. If there is a Commissioner that truly needs a tablet let him know and he will get them one.

- 2. System of Systems** – Chair Prado advised that the remaining System of Systems documents have been trimmed and are ready to be placed in bags. The Kern County District Attorney's office is unable to provide informational packets for the bags due to budgetary constraints. There are several items to be included in the bags, including flyers pertaining to Behavioral Health, District Attorney, HICAP, Public Health, and Fall Prevention. Public Health is also going to provide magnets related to the My Turn program. She suggested trying to meet next week to fill the bags, and asked Lito about the use of a conference room. It was agreed that the Commission could use the Golden Generation Room on Wednesday, April 14th at 9:30 a.m. In addition to Chair Prado, volunteers will include Commissioners Goodlow, Grasty, Lynch and L. Oswald. Commissioners R. Oswald and Duquette also previously volunteered. Lito advised that he would ask that all those attending use a mask and practice social distancing.

- 3. C4A Integrated Conference April 22nd 9 a.m.-4 p.m.-** Chair Prado asked what depth of knowledge might be needed to participate in this event. Lito shared that he previously emailed all Commissioners regarding the virtual conference being held April 22nd by the Area Agencies on Aging and Independent Living Centers throughout the State of California. The department is covering the registration fee for those who wish to attend. Lito said that the ability of the attendees to use Zoom will be the most important thing. He shared that there will be an opening session where all attendees will join in the same room. There will then be breakout sessions where attendees will select a workshop of their choice. After the breakout sessions, all attendees will again join in the same room. There will then be a lunch break, followed by another breakout session offering two separate workshops. Chair Prado asked if a person with a low level of technology knowledge would benefit from the conference. Lito said that the conference is all about bringing ideas to the consumer or provider, and what technology is available to help improve your own livelihood or that of someone you are caring for. As an example, one of the workshops will cover how to reduce isolation and loneliness. The speaker for this workshop will be the CEO of a company that produces a robotic pet who will share how the device works, conduct a demonstration, and discuss statistics of how it has helped social isolation and loneliness. There will also be another speaker covering the topic of virtual reality, where the use of goggles allows participants to be enthralled into a 3D environment where the participant feels they are in that environment. This device has been tested in skilled facilities and it has dramatically improved the wherewithal of participants. There is also a workshop on technological devices around your home that could be used as assisted devices. Lito asked that those wanting to attend please email him.
- 4. ADRC Advisory Committee-** Chair Prado asked Commissioner Lemucchi to discuss this topic. Commissioner Lemucchi shared that the State has recognized the Kern County Area Agency on Aging and Independent Living Center of Kern County as an emerging ADRC, so we are a co-partnership to assist the community on anything aging and disability related. “ADRC” stands for Aging and Disability Resource Connection. Part of the criteria to go from being an “emerging” ADRC to a “working” ADRC and subsequently become State designated, is that we have an established ADRC Advisory Committee. This committee could be a new committee or subset of responsibilities for an existing committee. The committee must include a broad representation of a minimum 20% share of individuals who are consumers of LTSS or are caregivers of those who use LTSS. The ADRC Advisory Committee takes on planning tasks and operational or technical issues, and provides recommendations to the core partners, (AAA and ILCKC). These recommendations will be sent to the State ADRC Advisory Committee who will then provide the recommendations to the California Department of Aging, to make them established. Commissioner Lemucchi suggested that since the Commission on Aging already has Standing Committees established, that the ADRC Advisory Committee might be added to the Standing Committees that Commissioners are participants of. The committee would receive and discuss any internal or outside issues that could then be submitted to the co-partners to establish, and/or improve on or make recommendation to. Lito said he thinks the idea is good, but there may be a need to review the bylaws to see if the committee must be added to them, and

possibly include some flexibility to add these types of committees going forward. Commissioner Grasty asked if the Commission Chair would appoint the members of this committee, and how many members must be on the committee. Commission Lemucchi advised there is no minimum requirement of members. Lito asked if the Commission would meet the criteria with respect to the LTSS. Commissioner Lemucchi said she thinks the state would probably advise once the committee is established. This is required by the state for us to become a designated ADRC. The philosophy behind the ADRC is called a “warm hand off” or “whole person care”, so that if a client needs services direct contact is made by the referring agency so that the client is not left to fend for themselves or without knowing who to contact. Commissioner Oswald said she is concerned there would be a problem meeting the 20% LTSS requirement unless they consider taking it outside of the commission structure. Commissioner Grasty said the bylaws state that the Chair can appoint Special Committees, where not all members need to be on the commission; however, these committees are outlined in the Bylaws. Lito suggested that it may work best to open the Advisory Committee to interested Commission on Aging members and provide a report during the regular Commission Meetings. Commissioner Lynch suggested this be brought up under the Executive Committee Report at the next regular meeting. Chair Prado confirmed this topic will be covered under the Executive Committee report, with opportunity for discussion. The topic could then be discussed further by the Executive Committee at their next meeting with the possibility of a vote by June.

CORRESPONDENCE:

None

ACTION ITEMS:

1. **Approval of Minutes:**

The minutes for the March 3, 2021 Executive Commission on Aging meeting were approved. **Motion/Second/Abstention/Oppose (M/S/A/O) – Grasty/Lemucchi/L. Oswald, Goodlow/None. Motion carried.**

2. **Approval of Agenda:**

The agenda for the April 19, 2021 Regular Commission on Aging meeting was approved with three (3) revisions. Chair Prado highlighted that Leslie Devitt from the District Attorney’s office will provide a presentation at 12:30 p.m. Commissioner Grasty suggested that an email be sent to the commissioners to let them know about the presentation. Michele will highlight this information when sending the email with the agenda packet.

(M/S/A/O) –Grasty/Lynch/None/None. Motion carried.

ADJOURNMENT - The meeting adjourned at 2:43 p.m.

Respectfully Submitted,
Lito Morillo, Secretary