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Executive Director
Sandra Fitzpatrick

EXECUTIVE COMMITTEE MEETING MINUTES

Staybridge Suites
Roseville, CA

TUESDAY, SEPTEMBER 13, 2011

I. Call to Order, Roll Call and Establish Quorum

Commissioner Staggs called the meeting to order at 8:37 a.m.

Commissioners Present: Havard Staggs, Donna Ueland, Bert Bettis, Jim Davis, Karen Josephson, Sharon Monck, Virgie Walker

Staff: Sandi Fitzpatrick, Marcella Lopez, Carol Sewell

A quorum was established

II. Approve Agenda

The September 13, 2011, CCoA Executive Committee Meeting Agenda was reviewed.

M/S/C (Walker/Davis)

TO APPROVE THE SEPTEMBER 13, 2011, EXECUTIVE COMMITTEE MEETING AGENDA.

III. Approve Minutes – June 27, 2011

The June 27, 2011, Executive Committee Meeting Minutes were reviewed.

M/S/C (Ueland/Davis)

TO APPROVE THE JUNE 27, 2011, EXECUTIVE COMMITTEE MEETING MINUTES.

IV. Public Comment

None

V. Comments from the CCoA Chair

Commissioner Staggs welcomed everyone. He thanked Commissioner Walker, People Coordinated Services, and Commissioner Ueland, TranPak Inc. for their financial contributions for the Senior Center Forum.

VI. Unfinished Business

A. Senior Center Month Resolution Status

Fitzpatrick announced that the Senior Center Month Resolution has passed the Assembly and Senate. Assembly Member Galgiani will present the Resolution at the

Senior Center Forum. Two members from the Commission and two members from the California Senior Legislature (CSL) will accept a resolution certificate at the November Senior Center Forum.

B. Funding for Senior Center Forum Status

Fitzpatrick will provide a handout in the general meeting. A \$1,500 contribution was received from USC. Will be inviting several graduate students to be recorders during the general session of the Senior Center Forum. We are still in the running for Kaiser and are waiting for confirmation of their sponsorship. The revised budget for the Forum is \$29,000. We are currently at about \$19,000. The CCoA is partnering with the Congress of California Seniors (CCS). Fitzpatrick has some outstanding leads; a couple provided by Commissioner Monck. Commissioner Walker will be providing a Senior Center Forum report update and provide handouts at the general meeting. Sewell confirmed as of yesterday 27 people had registered for the Forum. Only TACC, CCoA, speakers and the Advisory Panel have been notified that the registration is open.

Commissioner Bettis complimented staff for their hard work on the Senior Center Forum.

C. Student Interns

Fitzpatrick reported that one internship position was discontinued. Graduate Intern, Suzanne Anderson, who has continued to work with the CCoA staff, will be introduced during the general meeting.

VII. New Business

Fitzpatrick announced that Mark Shelton, former Colorado Commissioner who was interested in becoming a CCoA commissioner, will be speaking about his experience and knowledge of the Colorado Commission at our general meeting later today. The next available commission position will be in April 2012, and filled by the Senate Rules Committee.

A. September Agenda Review

Fitzpatrick previewed the September general meeting agenda.

B. Nominating Committee Concurrence

Commissioner Staggs appointed Commissioner Jim Davis as chair of the Nominating Committee and Commissioner Donna Ueland and Commissioner Connie Chang to be Nominating Committee members. Commissioner Staggs asked for the Executive Committee's concurrence.

M/S/C (Monk/Josephson)

TO ACCEPT CHAIRMAN STAGGS' APPOINTMENT OF COMMISSISONER JIM DAVIS AS CHAIR OF THE NOMINATING COMMITTEE AND COMMISSIONERS' DONNA UELAND AND CONNIE CHANG AS NOMINATING COMMITTEE MEMBERS.

Commissioner Staggs announced his decision not to run as chair of the CCoA for another year, stating he would like to afford other members of the commission leadership opportunities.

C. Meeting Schedule 2012 – Preliminary Discussion

Fitzpatrick discussed considerations for 2012 meeting locations. She reported that the State Independent Living Council (SILC) has expressed interest in having another

meeting in conjunction with CCoA. Fitzpatrick reported that the California Collaborative is holding a long-term care summit on September 26. Fitzpatrick would like to have a few commissioners participate. Suggested meeting locations are as follows: San Joaquin County or Delta region: Stockton, Modesto, East Bay, Solano; Fresno; Palm Springs /Cathedral City; Bakersfield – considering weather and time of year– heat or fog could be a concern; Marin County; Butte County/Chico; one of Commissioner Walker’s centers.

D. Transition Planning

Fitzpatrick reviewed the need to address transition planning, referencing the appointment cycles outlined on a transition chart created by Commissioner Davis. The goal is to bring new leadership to the group and to help the commission grow.

E. Older Americans Act/Debt Ceiling – Impact on CCoA

Fitzpatrick reported on rumors from Washington D.C. of possible cuts in the Older Americans Act funding and potential impacts on CDA and the CCoA.

F. Financial Integrity and State Managers Accountability Act (FISMA)

Fitzpatrick requested Executive Committee members participate with the review and development of the required plan and the completion of the FISMA questionnaire. Commissioner Davis and Commissioner Bettis volunteered to assist Fitzpatrick in completing the FISMA questionnaire.

VIII. Director’s Report

Fitzpatrick provided a brief written update on staff activities.

IX. Adjourn

Meeting adjourned at 9:33 a.m.