



# SONOMA COUNTY

## AGING & DISABILITY COMMISSION

### Executive Committee Meeting



Location: Carnelian Conference Room,  
3725 Westwind Blvd. Santa Rosa 95403

Date: Tuesday, May 13, 2025

Time: 11:00 AM – 12:30 PM

Public Zoom Link: <https://zoom.us/j/94311927709?pwd=kikqe60FaFWgRglOc3alaXRavopRWo.1>

## Agenda

- |       |  |        |
|-------|--|--------|
| 11:00 | 1. Welcome and Introductions   | Helman |
|       | <i>Commission Members, whether in person or virtually, will introduce themselves. Members of the public will have the opportunity to introduce themselves during Public Comment.</i> |        |
|       | Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.                         |        |
| 11:05 | 2. Approval of the 04.08.2025 Executive Committee Minutes  | Helman |
|       | <i>The Commission will review the meeting minutes and may approve them as presented or with modifications.</i>   |        |
| 11:10 | 3. Public Comment and Council Member Open Forum  | Public |
|       | <i>The public may address the Executive Committee on agenda items and on non-agenda matters. Public comments will be limited to three (3) minutes per speaker.</i>                   |        |
|       | <i>Note: The Executive Committee cannot take action on non-agenda items.</i>   |        |
| 11:15 | 4. Chair Updates   | Helman |
|       | <ul style="list-style-type: none"><li>Member Introductions</li></ul>   |        |
|       | <i>The Executive Committee will discuss the standardization of member introductions.</i>   |        |
|       | <ul style="list-style-type: none"><li>Marge Ling Award</li></ul>   |        |
|       | <i>The Executive Committee will discuss Marge Ling Award.</i>  |        |

11:30	<p>5. Staff Updates:</p> <ul style="list-style-type: none"> <li>• Robert's Rule of Order</li> <li>• Commissioner's role during Open Comment</li> <li>• Community Events for Potential Commission Participation <ul style="list-style-type: none"> <li>○ Sonoma County PRIDE Event &amp; Parade, Santa Rosa, May 31, 2025, 11AM</li> <li>○ Senior Expo, Santa Rosa, July 12, 2025, 9 AM – 12 PM</li> <li>○ African Soul Festival, Rohnert Park, August 30, 2025, 11 AM – 5 PM</li> </ul> </li> <li>• Commission Member Terms Supervisor District Appointed Seats: <ul style="list-style-type: none"> <li>○ Rick Baum – District 1 expires on May 23, 2025</li> <li>○ District 1 – Vacant</li> </ul> </li> <li>• May Commission Time Change <i>The Commission meeting on May 21<sup>st</sup> has been moved to 2:30 – 4:30.</i></li> </ul> <p><i>The AAA Program Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.</i></p>	Milner
11:55	<p>6. Legislative Representatives <i>Commission to discuss setting up the next Legislation Representative Speakers.</i></p>	Helman
12:00	<p>7. Standing &amp; Ad Hoc Committee Report</p> <ul style="list-style-type: none"> <li>• Standing Committee: No Wrong Door</li> <li>• Ad Hoc Committee: No Wrong Door Toolbox</li> <li>• Ad Hoc Committee: FY 24/25 Area Plan Objectives Implementation</li> <li>• Ad Hoc Committee: Member Application and Interview Questions</li> <li>• Ad Hoc Committee: August Planning Day - New</li> </ul> <p><i>Standing and Ad Hoc Committee Members will provide updates on their activities, progress on assigned tasks, and recommendations or actions for the Commission.</i></p>	Helman
12:25	<p>8. Aging &amp; Disability Commission Agenda Review</p> <p><i>The Executive Committee will review the Draft Commission Meeting Agenda and will provide feedback and/or suggest any necessary modifications and/or additions.</i></p>	Helman
12:30	<p>9. Adjourn</p>	Helman

## **Attachments**

Minutes (04.08.2025) and 05.21.2025 Commission Agenda - DRAFT

Supplemental materials related to an agenda item are available for public inspection during normal business hours at the Adult & Aging Office, 3725 Westwind Blvd., Suite 101, Santa Rosa. All listed times are approximate and subject to change. Agenda items are scheduled for consideration by the Commission, which may or may not choose to act. Breaks may be called at the discretion of the Chair. If you need any accommodation to effectively participate, please contact [aaa@schsd.org](mailto:aaa@schsd.org) or (707) 565-5238 at least 48 hours prior to the meeting. To receive the AAA Newsletter: [AAA@schsd.org](mailto:AAA@schsd.org).

### **Executive Committee:**

**Chair:** Jenny Helman

**Vice Chair:** Robin Thompson

**Secretary:** Deanna Shaat

**Former Chair:** Diane Spain

**Parliamentarian:** Trayce Beards

**Community Services Program Manager:** Cody Milner



# SONOMA COUNTY AGING & DISABILITY COMMISSION Executive Committee Meeting



## Minutes

Tuesday, April 8th, 2025 | 11:00AM-12:30PM

Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

**In-Person Attendance:** Robin Thompson, Trayce Beards | **Zoom Attendance:** Jenny Helman, Deanna Shaat, Diane Spain, Cynthia Scarborough (Public) | **Staff:** Cody Milner, Cassandra Denson | **Absent:**

### 1. Welcome & Introductions (Helman)(11:00AM)

Updates to meeting process: Introductions

- Public members can introduce themselves during the public comments section of the meeting.

### 2. Approval of the 03.11.2025 Executive Committee Minutes (Helman)

- Change: Robins Ad Hoc- 24/25 Objectives Committee
- Approved with changes.

### 3. Public Comment and Council Member Open Forum

- Cindy Scarborough- Went to the LDAP event at La Luz. Saw a large turn out from the Hispanic community. Interested in the results of the events being hosted.
- Sonoma Valley Catalyst Fund is running a program through PPSC where a community connector provides resources for food access. The program is assisted by Elise Gonzales.

Elise Gonzales  
Sonoma Valley Catalyst Fund  
Food Security Network Weaver  
504.485.3508  
[egonzales@sonomavalleycatalystfund.org](mailto:egonzales@sonomavalleycatalystfund.org)

- Trayce Beards: AAPI Group shared information on the North Bay Rapid Response Network. Contact them if you see ICE in the area so that they can send out an observer. They have access to Red Cards that state basic rights of people when interacting with ICE Agents.
- Jenny Helman: Betsey Harper and Jenny gave a presentation on ADRH in Windsor. Next week, Paul and Jenny are presenting at ??
- Robin Thompson: Large Cinco de Mayo parade is still planning on happening. They are monitoring the risks.

### 4. Chair Updates (Helman)

Member Introductions



## **SONOMA COUNTY AGING & DISABILITY COMMISSION**

### **Executive Committee Meeting**



- Discussed the standardization of member introductions. (Reviewed Member Introductions handout)
  - Example: "I'm \_\_Name\_\_, I live in \_\_Town\_\_, I am a \_\_Demographic\_\_, and I represent \_\_Community type\_\_."

#### Agenda Overview/Parliamentary Procedure for Action Items

- Discussed the procedures for reviewing the Agenda and the Parliamentary Procedure for Action Items.
  - Overview will be shared with the full Commission at the next Commission meeting.
  - Actions will be highlighted on the agenda.

#### Review Member Commitments Policy and Procedure

- Reviewed the proposed amendment to the Commission Policy and Procedures for Member Commitment.
- Trayce Beards & Jenny Helman will work together on final draft.
- Last minute Emergency Zoom participation should be voted on at the start of the meeting to determine if the member can participate with full voting capabilities.
- Jenny Helman will maintain a spreadsheet of members participation in Committees.

#### **5. Staff Updates (Milner)**

- Sara will be facilitating the Commission meeting next week.
- 2024 – 2028 Area Plan Approved by CDA on 3/24/2025
  - Final Document is now available on our website.
- Public Hearing in March Update
  - Target: Board of Supervisors approval - end of May.
- Community Events for Potential Commission Participation (Event Table with ADRH)
  - Sonoma County PRIDE Event & Parade, Santa Rosa, May 31, 2025, 11AM
  - Senior Expo, Santa Rosa, July 12, 2025, 9 AM – 12 PM
  - African Soul Festival, Rohnert Park, August 30, 2025, 11 AM – 5 PM
  - Looking for Commission Members to volunteer at the tables at these events.
- USAging Conference
  - Staff presentation at May Commission meeting.
- Conflict of Interest



## **SONOMA COUNTY AGING & DISABILITY COMMISSION Executive Committee Meeting**



- Discussed what a conflict of interest would look like for the commission members' participation in Commission activities.
- **Marge Ling Award**
  - Award plaque is ordered and being shipped.
  - Kathleen Cortez provided presentation information regarding Eric's volunteer/community work.
  - Jenny Helman requests that Kathleen Cortez participate in the Commission meeting presentation of the award.
  - Jenny Helman will reach out to invite Joshua (Reiner?).
- **Commission Member Terms**
- **Supervisor District Appointed Seats:**
  - Terry Kelley – District 5 expired on April 4, 2025
  - Alain Serkissian – District 5 expires on April 13, 2025
  - Rick Baum – District 1 expires on May 23, 2025
  - District 1 – Vacant
- **MPA & LADAP Update**
  - Joni Huntsperger will provide mixed MPA/LADP updates to the Commission.
  - Looking for a Commission member to volunteer to review the final draft of the action plan.
- **Presentation on new potential legislation from a member of the public at the full commission (Beth Steffy)**

### **6. Legislative Representatives**

- Discussed setting up the next Legislation Representative Speakers.
- Tentatively plan to present at May Commission Meeting.
- Jenny Helman will send the list of representatives to Robin Thompson.
- Main question topic to reps: How reps are handling current budget climate, cuts, etc. Robin Thompson will send the Final Questions to Jenny Helman.

### **7. Standing & Ad Hoc Committee Report (Helman)**

Standing Committee: No Wrong Door - N/A/Tabled

Ad Hoc Committee: No Wrong Door Toolbox

- Robin Thompson is setting up a Zoom Call to members.

Ad Hoc Committee: Objectives for FY 25/26

- Reviewed the two documents created for the Commission objectives.
- Add Action item to approve at the Commission. (Attach Word Table Document)
- Trayce Beards will present information to the Commission.



**SONOMA COUNTY**  
**AGING & DISABILITY COMMISSION**  
Executive Committee Meeting



Ad Hoc Committee: FY 24/25 Area Plan Objectives Implementation

- Still working on the Spanish Focus group.
- Sandra is working on focus groups for transportation.

Ad Hoc Committee: Member Recruitment New

- 6 vacancies to fill.
- Focus on "Application Process": New Member Application and Interview.
- Action to form Ad Hoc Committee will be brought to the Commission.
- Diane Spain recommends the Ad Hoc Committee document which groups they reach out to.

**8. Aging & Disability Commission Agenda Review (Helman)**

**9. Adjourn (Helman) (12:29PM)**



# SONOMA COUNTY AGING & DISABILITY COMMISSION Commission Meeting



Location: Carnelian Conference Room,  
3725 Westwind Blvd. Santa Rosa 95403

Date: Wednesday, May 21, 2025

Time: 2:30 PM – 4:30 PM **\*Updated Time**

Public Zoom Link: <https://zoom.us/j/97845062226?pwd=2LdD46H2bzPmbir6F7FFerP9E563Aj.1>

## Agenda

- 2:30 1. Welcome and Commission Member Introductions Helman  
*Commission Members, whether in person or virtually, will introduce themselves. Members of the public will have the opportunity to introduce themselves during Public Comment.*
- Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.
- 2:35 2. Gold Resolution for Older Americans Month Helman  
*Presentation of the Gold Resolution declaring May as Older Americans Month.*
- 2:45 3. Marge Ling Award Helman  
*Presentation of the Marge Ling Award for Outstanding Service.*
- 2:55 4. Legislative Representatives Helman  
*Report out from the Legislative Representatives.*
- 3:15 5. Public Comment and Commission Member Open Forum  
*The public may address the Commission on items not listed on the agenda. Public comment will be limited to three (3) minutes per speaker. Note: The Commission cannot take action on items not on the agenda.*
- 3:20 **\*\*BREAK\*\***
- 3:25 6. Approval of the 04.16.2025 Commission Meeting Minutes Helman  
*The Commission will review the meeting minutes and may approve them as presented or with modifications.*



3:30	<p>7. Chair Updates</p> <ul style="list-style-type: none"> <li>• Volunteer Log <i>Discuss options for the Volunteer Log</i></li> <li>• Commissioner's Visits with Supervisors <i>Commissioners will report out on their visits with Sonoma County Supervisors.</i></li> </ul>	Helman
3:40	<p>8. Director/Staff updates:</p> <ul style="list-style-type: none"> <li>• Director Update  <i>The AAA Director will provide updates on relevant matters for the Commission, including recent developments or upcoming events.</i></li> <li>• Staff Updates: <ul style="list-style-type: none"> <li>○ Community Events for Potential Commission Participation <ul style="list-style-type: none"> <li>▪ Sonoma County PRIDE Event &amp; Parade, Santa Rosa, May 31, 2025, 11AM</li> <li>▪ Senior Expo, Santa Rosa, July 12, 2025, 9 AM – 12 PM</li> <li>▪ African Soul Festival, Rohnert Park, August 30, 2025, 11 AM – 5 PM</li> </ul> </li> </ul> <i>The AAA Section Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.</i> </li> <li>• MPA and LADAP Update <i>The MPA Program Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.</i></li> </ul>	Dunaway, Avery, Huntsperger
3:50	<p>9. TACC Report <i>Commission staff will provide an update on the recent TACC meeting.</i></p>	Kelley
3:55	<p>10. Transportation Staff Report <i>AAA staff will provide an update on the recent transportation programs.</i></p>	Cortez
4:05	<p>11. USAging Conference Policy Briefing <i>AAA staff will provide an update from the recent USAging Policy Briefing Policy Conference.</i></p>	Milner
4:15	<p>12. Standing &amp; Ad Hoc Committee Report</p> <ul style="list-style-type: none"> <li>• Standing Committee: No Wrong Door <i>The Committee will provide an update on the progress of the work.</i></li> <li>• Ad Hoc Committee: No Wrong Door Toolbox <i>The Committee will provide an update on the progress of the work.</i></li> <li>• Ad Hoc Committee: FY 24/25 Area Plan Objectives Implementation</li> </ul>	Helman, Cimino

*The Committee will provide an update on the progress of the work.*

- Ad Hoc Committee: Member Application and Interview Questions  
*The Committee will provide an update on the progress of the work.*
- Ad Hoc Committee: August 2025 Planning Day – **Action**  
*The Committee is seeking approval to create a new Ad Hoc Committee.*

*Standing and Ad Hoc Committee Members will provide updates on their activities, progress on assigned tasks, and recommendations or actions for the Commission.*

4:30 13. Adjourn

Helman

## Attachments

Minutes (04.16.2025)

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Aging & Disability Commission Members:

**Chair:** Jenny Helman

**Vice Chair:** Robin Thompson

**Secretary:** Deanna Shaat

**Former Chair:** Diane Spain

**Parliamentarian:** Trayce Beards

**Commission Elected:** Rick Baum, Monte Cimino, Suzanne Edwards, Sandra Hoevertsz, Denise Johnson, Terry Kelley, Christian Nava, Jaime Peñaherrera, Alain Serkissian, Priyanka Varma

**AAA Director:** Paul Dunaway

**Community Services Program Manager:** Cody Milner

Upcoming Events:

- Executive Committee: Tuesday, June 10, 2025, 11:00 AM – 12:30 PM
- Commission Meeting: Wednesday, June 18, 2025, 1:00 PM – 3:00 PM

- Aging & Disability Resource Expo, May 23, 2025, 11:00 AM – 2:30 PM
- Sonoma County PRIDE Event & Parade, Santa Rosa, May 31, 2025, 11AM
- Senior Expo, Santa Rosa, July 12, 2025, 9:00 AM – 12:00 PM
- African Soul Festival, Rohnert Park, August 30, 2025, 11:00 AM – 5:00 PM

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