**DRAFT**

**AREA 12 AGENCY ON AGING**

**JPA BOARD OF DIRECTORS MEETING**

**Minutes of April 6, 2023**

Area 12 Agency on Aging, 19074 Standard Road, Ste. A, Sonora, CA

Teleconference Information:

Supervisor Smallcombe’s office

Mariposa County Government Center, 5100 Bullion St., Mariposa, CA 95338

Board Chair Rosemarie Smallcombe called the meeting to order at 10:02 am. Quorum met.

1. **PLEDGE OF ALLEGIANCE**
2. **ROLL CALL AND INTRODUCTIONS**

**Board Members in attendance: 4**

Director Jeff Brown, Alternate, Amador County

Director Martin Huberty, Calaveras County

Director Rosemarie Smallcombe, Mariposa County – Zoom

Director Kathleen Haff, Alternate, Tuolumne County

**A12AA Staff: 6**

Kristin Millhoff, Executive Director

Jim Maltese, Fiscal Officer

Chris McCoy, I&A and ADRC Program Manager

Doreen Schmidt, Planner

Janet Mumford, Deputy Fiscal Officer

Kerri Quaglino, ADRC Resource Specialist (Oral Communications only)

**III. ORAL COMMUNICATIONS** – Kerri Quaglino, A12AA ADRC Resource Specialist, stated that she had filed a complaint against Tracey Sawyer, A12AA Assistant Director, regarding violations of the code of conduct of the Agency’s personnel policies. A third-party investigation was conducted between November 2022 and January 2023, and Board Directors would soon be receiving correspondence regarding the investigation. Ms. Quaglino stated she hoped Board Directors would take the time to analyze and consider the investigation results and determine what appropriate action to take.

**IV. CONSENT AGENDA**

* 1. Approve February 2, 2023 meeting Minutes.

**Motion:** It was moved by Director Huberty and seconded by Director Brown to approve Consent Agenda item.

**Vote:**  The motion carried 3-0-1 abstain (Haff)

**V. BUSINESS REQUIRING BOARD ACTION/DIRECTION**

1. Consider approving for signature by the Executive Director the ADRC Contract AD-2223-14, Amendment #1, and budget, with the California Department of Aging in the amount of $561,444.

**Motion:** It was moved by Director Haff and seconded by Director Brown to approve for signature by the Executive Director the ADRC Contract AD-2223-14, Amendment #1 with the California Department of Aging in the amount of $561,444. Approval of the budget was removed from the motion.

**Vote:**  The motion carried 4-0.

1. Consider approving FY2022-2023 Provider Contract Amendments for funding and units of service as detailed on the Action Item.

**Motion:** It was moved by Director Haff and seconded by Director Huberty to approve the FY2022-2023 Provider Contract Amendments for funding and units of service as detailed on the Action Item.

**Vote:**  The motion carried 4-0.

1. Consider approving $325,063 for Administrative Match for Fiscal Year 2023-24 and release of Administrative Cash Match Agreements signed by the Executive Director.

**Motion:** It was moved by Director Brown and seconded by Director Haff to approve $325,063 for Administrative Match for Fiscal Year 2023-24 and release of Administrative Cash Match Agreements signed by the Executive Director..

**Vote:**  The motion carried 4-0.

1. Consider accepting the Single Audit for the fiscal year-ended June 30, 2022 from Hiep Pham, CPA Inc.

**Motion:** It was moved by Director Haff and seconded by Director Brown to approve the Single Audit for the fiscal year-ended June 30, 2022 from Hiep Pham, CPA Inc.

**Vote:**  The motion carried 4-0.

1. Consider approving for signature by the Executive Director the Fiscal Year 2023-24 MSSP budget with the California Department of Aging in the amount of $535,600.

**Motion:** It was moved by Director Haff and seconded by Director Huberty to approve for signature by the Executive Director the Fiscal Year 2023-24 MSSP budget with the California Department of Aging in the amount of $535,600.

**Vote:**  The motion carried 4-0.

**VI. NON-ACTION ITEMS**

1. Executive Director’s Report, Kristin Millhoff
2. Fiscal Officer’s Report, James Maltese
3. Advisory Council Report, Lynne Standard-Nightengale-absent, no report submitted
4. JPA Board Member Reports

Meeting adjourned at 10:56 am.