





**Aging and Adult Services -  
Public Guardian  
Senior Affairs Commission**

**1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; INTRODUCTIONS BY COMMISSION, DAAS-PG STAFF, AND MEMBERS OF THE PUBLIC**

- SAC Vice-Chair, Penny Shubnell, called the meeting to order at 1:00 pm

**2. PUBLIC COMMENTS:** This is the opportunity for members of the public to address the Commission on matters within the Commission’s jurisdiction. Please limit comments to three (3) minutes or less. State law prohibits commissioners from discussing or taking action on items not on the agenda. Public Comment can be submitted via email at [DAASSAC@hss.sbcounty.gov](mailto:DAASSAC@hss.sbcounty.gov). In the subject line, provide your full name and the words, “Public Comment”. Comments are read for the record and are limited to three (3) minutes. Public comments do not have to be submitted in advance.

- Public Comment access was provided in both the West Valley and Desert Regions.
- No Public Comments at this time.

**3. APPROVAL OF APRIL 17, 2024, MINUTES**

- **Motion to Approve:** Commissioner Dr. Deborah Nattress moved to approve the minutes from April 17, 2024.
- **Motion Seconded:** Commissioner Judy Walsh seconded the motion
- Vice-Chair, Commissioner Penny Shubnell, conducted a roll call vote to approve the minutes. Ten (10) “Yes” votes were recorded. The motion carried; the minutes were approved without change.

**4. PRESENTATION: SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP),** Presented by, Veronica Perez, Supervising Social Worker – Department of Aging and Adult Services-Public Guardian (DAAS-PG)

- Supervising Social Worker, Veronica Perez introduced herself and thanked the Commission for allowing her to present on the **Senior Community Service Employment Program (SCSEP)**, a work-based job training program for Older Americans. Authorized by Title V of the Older Americans Act (OAA) of 1965.
- **Funding:** Federal grant funding under Title V of the Older Americans Act:
  - FY 24/25: \$330,701; County local Match: \$58,391.
  - 17 Participants; 2 Administrative Aides.

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**PRESENTATION: SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)**, Presented by, Veronica Perez, Supervising Social Worker – Department of Aging and Adult Services-Public Guardian (DAAS-PG) *continued*

- **Eligibility Requirements:** 55 or older; California Resident; Unemployed; Must meet the federal law income guidance.
  - Enrollment priority is given to veterans and qualified spouses, individuals over 65, individuals with a disability, have low literacy skills or limited English proficiency, reside in a rural area, are homeless or at risk of homelessness, have low employment prospects.
- **Application Process:**
  - Client requests and completes an application; Application is reviewed by SCSEP program staff; Participant is placed at a Host Agency.
- **Placement:** Current budget supports seventeen participants for a duration of 48 months; Participants are paid the highest of federal, state or local minimum wage - currently \$16.00/hour; Host Agencies/Training Sites include non-profit and public facilities.
  - County Museum; Government Agencies; Victor Valley Rescue Mission; Senior Centers.
- **Program Data:** Service dates – January 2023 – December 2023.
  - Demographics – 21 Participants:
    - Age: Range between 55 – 76 years old.  
33% between 55-65. 57% between 66-75. 10% that were 76+.
    - Gender: Majority of gender were female with 86% and 14% male.
    - Ethnicity: 3% Caucasian. 43% African American. 24% White/Hispanic.
    - Individual with disabilities: 10%.
- **Services**
  - Trainings: workshops; classroom group trainings; remote trainings; on-the-job trainings.
  - Referrals: other employment programs; other senior social programs.
  - Supportive Services: training tools; medical co-pays; transportation; work attire.
- **Purpose**
  - Paid training; Obtain unsubsidized employment; Gain work experience; Learn new skills; Gain self-sufficiency.
- **Contact Information:** 909-798-8563 Monday – Friday 8 a.m. – 5 p.m.

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**PRESENTATION: SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)**, Presented by, Veronica Perez, Supervising Social Worker – Department of Aging and Adult Services-Public Guardian (DAAS-PG) *continued*

**Questions/Comments**

- **Question:** Commissioner Ben Jauregui asked Ms. Perez how many host agencies the SCSEP Program has?  
Answer: Supervising Social Worker, Veronica Perez responded, that they currently have 6-7 active locations.
- **Question:** Commissioner Dr. Deborah Nattress asked Ms. Perez if the program was only for full-time participation?  
Answer: Ms. Perez responded, no, active participants do part time for 20 hours/week.
- **Question:** Commissioner Louisa Ollague asked Ms. Perez how successful have the participants been at obtaining permanent employment with the host agencies?  
Answer: Ms Perez responded, naming a few successful participants who've found employment.
- **Question:** Commissioner Ollague asked Ms. Perez how many applicants were on a waitlist, and does the program triage the waitlist?  
Answer: Ms. Perez responded, she did not have an exact number, but they can be placed on the waitlist for up to six months. She also mentioned that the programs do refer those on the waitlist to other programs like AJCC (American Job Center California)
- **Question:** Commissioner Ollague asked how successful it's been when referring out the applicants to AJCCs?  
Answer: Ms. Perez responded; it depends on which agency they are sent to.
- **Question:** Commissioner Jauregui asked Ms. Perez if there is any data that shows how successful the program is?  
Answer: DAAS Deputy Director, David J. Quiroz responded, the small number of participants, they can get that information and share it.
  - Commissioner Jauregui suggests that tracking the success and outcomes of placements, and targeting efforts towards the most successful placement opportunities could be beneficial for the program.
- **Question:** Commissioner Jauregui asked Ms. Perez if participants are from any of the prioritized categories?

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**PRESENTATION: SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP)**, Presented by, Veronica Perez, Supervising Social Worker – Department of Aging and Adult Services-Public Guardian (DAAS-PG) *continued*

Answer: Supervising Social Worker, Veronica Perez responded, she has seen quite a bit of participants fall in the 65 or older category but not too many at risk of homelessness.

- Commissioner Jauregui asked the commissioners if they have any suggestions on how they can get participants from the prioritized populations.
- Commissioner Susan Drake suggest sharing this information at the Victorville Wellness Center.

- **Question:** Commissioner Sue Yoakum asked if the program has room for more host agencies and how adding more sites fits in their budget.

Answer: Ms. Perez responded, any information that the commissioners can provide is welcomed. She also responded that the program does not pay the host agencies, they pay the participants who go to work there.

- **Question:** Commissioner Judy Walsh asked what information is displayed on the billboards?

Answer: DAAS District Manager, Jake McCarthy, responded, the billboards have basic contact information and brief description of what the program offers.

- **Comment:** Commissioner Ollague suggested asking for additional funding for expansions because 17 slots for a big county is very limited.
- **Comment:** Commissioner Ollague suggested adding job fairs as part of the strategic plan with particular AJCCs.

- **Question:** Commissioner Jauregui asked what are the top three reasons that participants don't finish the programs?

Answer: Ms. Perez responded, health issues or their parent's health issues.

- Mr. Quiroz added that some of the participants want to have socialization, and long-term additional employment isn't necessarily part of their goal.

- **Question:** Commissioner Anniebell Perry asked what types of jobs are participants placed in?

Answer: Mr. Quiroz responded; most are placed in support/administrative type jobs. He also acknowledges that it would be good to explore some training or skilled labor jobs as well.





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**5. SAC CHAIR'S REPORT: Vice-Chair, Commissioner Penny Shubnell**

- Vice-Chair, Commissioner Penny Shubnell informed DAAS staff that the Commission will go dark in June for General Session and all standing Committee meetings in observance of the County observed holiday of Juneteenth, on June 19, 2024.
- The Commission will resume all meetings in July.
- Commissioner Shubnell also shared that the MDT Conference is scheduled for May 22<sup>nd</sup>.
  - Clerk of the Commission, Michelle Torres shared that the Department is extending an invitation to the Commission and those interested in attending would not be charged the \$75.00 registration fee, as the Commission will have a vendor table.
- **Question:** Commissioner Shubnell asked the Department what updates can be provided on finalizing the details and dates for the new iPad distribution program?

Answer: DAAS Assistant Director, Glenda Jackson, shared that the Department is looking to finalize the rollout details and dates in early June. They are working to address some remaining issues with service in rural and mountain communities.

- DAAS District Manager, Liz Lopez-Avila gave an update on the accessories provided through the Digital Connections program. Ms. Lopez-Avila stated that it was a one-time type of funding source and there is no warranty if they're broken.

**Question:** Commissioner Ollague asked how many names are on the interest list?

Answer: Ms. Jackson responded; the number of seniors has grown from 535 to 800. This is a growing number every day. The demand is going to be higher than the supply.

**6. DAAS-PG DIRECTOR'S REPORT: Glenda Jackson, Assistant Director / Chief Deputy Public Guardian - Conservator**

**Master Plan for Aging Update:**

- Assistant Director, Glenda Jackson acknowledged Commissioner Shubnell on behalf of the Director and the Department, expressing that she was missed, and it was great to have her back.

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**DAAS-PG DIRECTOR'S REPORT:** Glenda Jackson, Assistant Director / Chief Deputy Public Guardian – Conservator (*continued*)

- Ms. Jackson also wanted to acknowledge Supervising Public Health Nurse, Heather Granger and all of her team.
- May is Older American Month (OAM), and this year's theme is "Powered by Connection" focuses on the profound impact that meaningful connections have on the well-being and health of older adults.
- It is also Mental Health Awareness month. This year's theme is "Take the Moment" The National Alliance on Mental Illness Take the Moment campaign encourages us to foster open dialogues, cultivate empathy and understanding and to share resources to support individuals and families on their journey towards mental wellness.
- May 22<sup>nd</sup> is the 36<sup>th</sup> Annual, Adult Protective Services (APS) Multi-Disciplinary Team (MDT) Conference. This year's theme, Aging Equitably by Bridging the Gap, is an opportunity for agencies and community partners to enhance the delivery of comprehensive and individualized plans that ensure equitable services, overcoming biases and gaps in programs, cultural equity and practices that ensure all people, including those who have been historically underrepresented, are given equal opportunity for services, and more. Keynote speaker will be former Assemblywoman Cheryl Brown. Chief Executive Officer Luther Snoke will be in attendance along with, County Deputy Executive Officer Gilbert Ramos.
- The Governor's May Revise **Proposed** Budget might have some impact.
  - The permanent backup provider system to be eliminated in 24/25.
  - 60 million in unspent funding for the Career Pathway Initiative for the IHSS provider is **proposed** to be cut.
  - The IHSS Program is **proposed** to be eliminated as a Medicare benefit for all undocumented individuals.
  - Cutting 40 million from the general fund for the APS expansion, beginning 24/25.
  - **Proposing** to eliminate the APS training funding.
- There are additional items going before the Board of Supervisors. The next Board of Supervisors' Meeting Agenda will provide more detailed information when it is released.

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## Aging and Adult Services - Public Guardian Senior Affairs Commission

**DAAS-PG DIRECTOR'S REPORT:** Glenda Jackson, Assistant Director / Chief Deputy Public Guardian – Conservator (*continued*)

**Senior Nutrition Program Update:** District Manager, Liz Lopez-Avila

- Ms. Lopez-Avila reported that they've revamped and started their "Special Events" beginning in May through the end of the next fiscal year.
- Scheduled events will be at all 36 nutrition sites.
- The goal is to have a list of events scheduled through December.
- The Senior Information and Assistance staff will be present at all of these events.

**Covid-19 Vaccine Update:** Staff Analyst II, David Bohl

- The program is still going strong and they're still providing at home vaccines.

**County Aging & Disability Resource Connection (ADRC):** District Manager, Liz Lopez-Avila

- They received the revenue contract from the state and that will go to the Board of Supervisors on June 11<sup>th</sup>.

### 7. ITEMS FOR ACTION

**San Bernardino County Senior Affairs Commission Officer Elections:**  
Presented by Nominating Committee Chair, Commissioner Sue Yoakum

Commissioner Sue Yoakum will announce the slate that has been recommended by the nominating committee, ask for nominations from the floor, and Clerk of the Commission, Michelle Torres, will conduct a roll call vote for each officers up for election.

- The nominated slate for the 2024/2026 Fiscal Year:
  - Chair – Commissioner Dr. Deborah Nattress
- Commissioner Yoakum opened the floor for nominations for Chair?
  - **Motion to Approve:** Commissioner Dr. Ben Jauregui made a motion to accept the slate as presented.
  - **Motion Seconded:** Commissioner Maricela Ferguson seconded the motion to accept the slate as presented.
- Michelle Torres conducted a roll call vote on the motion to accept the slate as presented for the 24/26 fiscal year with twelve (10) "Yes" votes recorded.
- The motion carried, concluding the election for the 24/26 fiscal year.





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**8. STANDING COMMITTEE REPORTS (5 minutes each)**

**A. ACCESS COMMITTEE**

Meets 2<sup>nd</sup> Wednesday of the month; 11:00 a.m. Commissioner Deborah Nattress, Chair

- Commissioner Deborah Nattress reported that they discussed succession planning and the need to have backup plans in place in case of emergencies or unexpected events.
- **The next meeting is scheduled for July 10, 2024, at 11:00 a.m.**

**B. EXECUTIVE COMMITTEE**

Meets 2<sup>nd</sup> Wednesday of the month; 2:00 p.m. Commissioner Penny Shubnell, Vice Chair

- The commission will transition from Webex to Microsoft Teams for their virtual meeting. testing and training on the new platform during the June “dark” period.
- **The next meeting is scheduled for July 10, 2024, at 2:00 p.m.**

**C. HEALTHY AGING COMMITTEE**

Meets 3<sup>rd</sup> Wednesday of the month; 11:00 a.m. Commissioner Penny Shubnell, Chair

- The committee discussed important things to think about when being release from the hospital and/or care facility.
- **The next meeting is scheduled for July 17, 2024, at 11:00 am.**

**D. INTERGENERATIONAL COMMITTEE**

Meets 3<sup>rd</sup> Wednesday of the month; 10:00 a.m. Commissioner Susan Drake, Chair

- The committee heard good updates from ICRC on local and regional meetings and the Fatherhood Breakfast is scheduled for June 1<sup>st</sup>.
- **The next meeting is scheduled for July 17, 2024, at 10:00 am.**

**E. LEGISLATIVE COMMITTEE**

Meets 2<sup>nd</sup> Wednesday of the month; 1:00 p.m. Commissioner Maricela Ferguson, Chair

- Jessica Escalera shared some key dates and Bills:
  - May 17<sup>th</sup> – Fiscal Committees; May 24<sup>th</sup> – Bills to Pass AB1968 – Expanding Cal Fresh; AB2356 – Medical; AB2943 – Shoplifting Bill
  - SB 1190 – Mobile homes; SB 1249 - Older Californians Act.
- **The next meeting is scheduled for July 10, 2024, at 1:00 pm.**



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**F. NUTRITION COMMITTEE**

2<sup>nd</sup> Wednesday of the month; 10:00 a.m.; Commissioner Gwen Alber, Chair

- The committee discussed the site visit checklist.
- **The next meeting is scheduled for July 10, 2024, at 10:00 am.**

**9. REGIONAL COUNCILS ON AGING (RCA) REPORTS (3 minutes each)**

**A. COLORADO RIVER RCA,**

VACANT; not meeting at this time.

- No report at this time.

**B. EAST VALLEY RCA,**

VACANT; not meeting at this time.

- No report at this time.

**C. MORONGO BASIN RCA**

VACANT; not meeting at this time.

- No report at this time.

**D. MOUNTAIN RCA**

Commissioner Penny Shubnell; 4<sup>th</sup> Wednesday of the month at 12:00 p.m., Leisure Shores Senior Center, Crestline

- Commissioner Penny Shubnell shared that the RCA would have a guest speaker at their next meeting. A landscape artist that is interested in working with the seniors. Possibly starting a community garden.
- Commissioner Shubnell shared that Commissioner Swanson is looking for input from the commissioner to see if they can rebuild the RCA's.

**E. NORTH DESERT RCA**

Ahmed A. Elhawary; not meeting at this time

- No report at this time.

**F. VICTOR VALLEY RCA**

Commissioner Susan Drake; 2<sup>nd</sup> Tuesday of the month at 9:00 a.m., Victorville DAAS-PG

- Commissioner Susan Drake reported that the RCA is now meeting in person at DAAS-PG Victorville.



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**G. WEST VALLEY RCA**

Commissioner Gwen Alber; 1<sup>st</sup> Tuesday of the month at 9:00 a.m., Montclair Senior Center

- Commissioner Gwen Alber shared that they discussed different senior issues. Especially about scams and fraud problems.
- The RCA continues to work on their speakers Bureau and actively engaging the community to participate in their meetings.

**10. PUBLIC ANNOUNCEMENTS**

- Clerk of the Commission, Michelle Torres discussed a few reminders with the Commission.
  - In everyone's packets they received the MDT Flyer and Michelle would prefer RSVPs by Friday, May 17<sup>th</sup>.
  - Ms. Torres will also include the last two flyers (Fatherhood and Access to Technology Flyer) in the follow up email to today's meeting.

**11. COMMISSIONER COMMENTS**

- Commissioner Dr. Ben Jauregui asked if the Commission have discretionary funding?
- Budget totaling \$13,000. Used for food, conferences,
- Commissioner Jauregui mentioned the need for temporary caregiver assistance services, citing delays in medical care due to lack of transportation. He also shared that he plans to start a committee to explore options for funding or nonprofit to address this need.

**12. ITEMS FOR FUTURE AGENDAS**

- Documents needed for Advanced Care Planning. ICRC has a presenter.

**13. NEXT MEETING: WEDNESDAY, JULY 17, 2024, at 1:00 p.m.**

- **PLEASE NOTE:** The Senior Affairs Commission will go dark in June for General Session and all standing Committee meetings in observance of the County observed holiday of Juneteenth, on June 19, 2024. The Commission will resume all meetings in July.

**PRESENTATION**

- **California Senior Legislator (CSL)**  
John Pointer, Chair, Joint Rules Committee  
California Senior Legislature



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Meeting Location, Public Comment Access & Virtual Live Stream:

<b>East Valley Region (In-Person Meeting Location)</b>
DAAS-PG San Bernardino – Administration 784 E. Hospitality Lane, San Bernardino, CA 92415
<b>West Valley Region (Public Comment Access*)</b>
DAAS-PG Rancho Cucamonga 9445 Fairway View Place, Ste 110, Rancho Cucamonga, CA 91730
<b>Desert Region (Public Comment Access*)</b>
DAAS-PG Victorville 17270 Bear Valley Road, Ste 108, Victorville, CA 92395
<b>Virtual Live Stream (No Public Comment Access)</b>
To stream live meetings, join through your <b>internet browser</b> , use the <b>Microsoft Teams Application</b> <u>or</u> via <b>teleconference</b> .
<b>NOTICE:</b> Livestream/virtual access link will change to Microsoft Teams effective July 2024. Please see website, current agenda and/or email for updated access link.
As part of an ongoing commitment to improved public access, all meetings are live streamed; the San Bernardino County Senior Affairs Commission and the Department of Aging & Adult Services-Public Guardian provide this public service. Viewing meetings via the virtual access link does not allow viewers to make Public Comments or interact with the meeting in progress.

**14. ADJOURNMENT**

- [Commissioner Deborah Nattress adjourned the meeting at 2:49 PM](#)

Requests for reasonable accommodations should be made by contacting the DAAS-PG Senior Affairs Commission at [DAASSAC@hss.sbcounty.gov](mailto:DAASSAC@hss.sbcounty.gov), or at (909) 891-3917, at least 72 hours prior to the meeting. Written material for this meeting is available by request.

**THIS MEETING IS CONDUCTED PURSUANT TO THE RALPH M. BROWN ACT.**