



Aging and Adult Services - Public Guardian Senior Affairs Commission

SENIOR AFFAIRS COMMISSION GENERAL SESSION MEETING WEDNESDAY, OCTOBER 16, 2024, 1:00 PM

MINUTES ATTENDANCE

ATTENDANCE KEY:
P: Present
NP: Not Present
E: Excused

STANDING COMMITTEE CHAIR KEY:
(AC): Access Committee Meeting Chairperson
(EC): Executive Committee Meeting Chairperson
(HAC): Healthy Aging Committee Meeting Chairperson
(IC): Intergenerational Committee Meeting Chairperson
(LC): Legislative Committee Meeting Chairperson
(NC): Nutrition Committee Meeting Chairperson

Commissioners:	P	NP	E	Department of Aging & Adult Services-Public Guardian (DAAS-PG):
First District – Col. Paul Cook (Ret.)				<i>(Please list name in alphabetical order and titles of those in-person.)</i>
VACANT				Adrienne Woodward - Executive Administrative Assistant I
VACANT				Alice Kirk – Program Manager I
Second District – Jesse Armendarez				Alicia Miller – Executive Administrative Assistant I
Louisa Ollague			X	Cassandra Johnson – Executive Administrative Assistant I
VACANT				Danielle De Los Santos – Sup. Social Worker/SAC Liaison
Third District – Dawn Rowe				David Bohl – Staff Analyst II
Dr. Deborah Nattress, SAC Chair (EC)	X			David J. Quiroz - Deputy Director
Judith “Judy” K. Walsh			X	Dianne Vadnais - Staff Analyst II
Fourth District – Curt Hagman				Dr. Chanel Serano - District Manager
Keith Stroup (IC)	X			Dr. Jamiko Bell - Deputy Director
Suzanne “Sue” Yoakum			X	Dr. Karen Sadewater - Mental Health Program Manager II
Fifth District – Joe Baca, Jr.				Elisha Manthis – Office Assistant III
Maricela Ferguson (LC)			X	Emily Rubalcava – Supervising Social Worker
Anniebell “Annie” Perry, SAC Secretary	X			Gina Gonzales - Administrative Manager
Members At Large				Glenda Jackson - Asst. Director/Chief Deputy Public Guardian
Craig Swanson (AC)	X			Heather Granger - Supervising Public Health Nurse
Chelsea J. Lagrange	X			Jakob McCarthy - District Manager
Professional Members				John Niggemeyer – Staff Analyst II
Dr. Ben Jauregui	X			Lisa Lopez - Executive Administrative Assistant I
VACANT				Liz Lopez-Avila - District Manager
Regional Council on Aging (RCA):	P	NP	E	Michelle Torres - Exec. Administrative Asst. III
VACANT: East Valley RCA,				Paul Gray – Chief Deputy Public Guardian
VACANT: Morongo Basin RCA				Phillip Woodland – Supervising Social Worker
Gwen Alber: West Valley RCA (NC)			X	Sharon Nevins – Deputy Director / Public Guardian
Ahmed A. Elhawary: North Desert RCA		X		
VACANT: Colorado River RCA				
VACANT: Victor Valley RCA				
Penny Shubnell: Mountains RCA, SAC Vice Chair (HAC)	X			
Guests: (Please list name, title, and affiliation.)				
Thalia Amador- Registrar of Voters				
Melissa Eickman- Registrar of Voters				
Jay Rynda – Lake Arrowhead Rotary				
Diane Gladwell – Lake Arrowhead Rotary				
Jaritza Mendoza – ICRC				
(7) Live-Stream Viewers				



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

- SAC Chair, Dr. Deborah Nattress called the meeting to order at 1:00 p.m.

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. 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.
- Jay Rydna and Diane Gladwell from the Lake Arrowhead Rotary Club made a comment about the upcoming December presentation regarding the Community Needs Assessment and provided all present with a summary of the contents therein.

3. APPROVAL OF SEPTEMBER 11, 2024, MINUTES

- Motion to Approve: Commissioner Shubnell moved to approve the minutes from September 11, 2024.
- Motion Seconded: Commissioner Swanson seconded the motion
- Dr. Deborah Nattress, Chair, conducted a roll call vote to approve the minutes. Seven (7) “Yes” votes were recorded. The motion carried; the minutes were approved.

4. PRESENTATION: Voter Education, Thalia Amador and Melissa Eickman, Registrar of Voters

Thalia Amador and Melissa Eickman attended the meeting in person. A slideshow presentation was facilitated by Michelle Torres, Executive Administrative Assistant III. The presentation consisted of fourteen (14) parts:

- **What’s on the Ballot:** Statewide propositions, School, county and city measures, and Federal, State, county and city/town contests.
- **Dates to Remember:** **OCT 1** Voter Information Guides Mailed
OCT 7 Ballots mailed and Early Voting begins
OCT 21 Voter Registration Deadline
OCT 29 Additional Early Voting Sites Open
NOV 5 Election Day
NOV 6 Canvas of the Election begins
DEC 3 Deadline to Certify Results

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4. PRESENTATION: Voter Education, Thalia Amador and Melissa Eickman, Registrar of Voters (Continued)

- **Who can Register to Vote:** Must be U.S. Citizen and CA Resident, be at least 18 years of age on Election Day and either register online at RegisterToVote.ca.gov or fill out a paper registration form.
- **How to Vote:** By mail, ballot drop-boxes, Early Vote sites or by visiting your designated polling place on Election Day.
- **Accessible Voting by Mail:** You may use your computer to mark your ballot, print your ballot, place the ballot in the return envelope and sign and date the envelope if you prefer to vote remotely. Vote-by-mail ballots are received at the Registrar of Voters headquarters or a designated collection site throughout the county. To track your ballot, go to WheresMyBallot.sos.ca.gov
- **Accessible Voting in Person:** A Ballot Marking Device is a voting option for voters with disabilities who would like to vote in person. It includes headphones, Accessible Tactile Interface, Sip and puff compatible, large font options, high contrast options accessible paths of travel, parking, handheld magnifiers, wheelchair accessible booths, signature guide cards and the option to bring someone with you to assist or have a poll worker assist you while voting.
- **Election Security:** Voter's ballots are collected by ROV staff members regularly from Mail ballot Drop-off Locations throughout the county. Strict chain of custody procedures are followed. Each ballot undergoes a signature verification process that is based on regulations and standards defined by the state of California.
- Question from Commissioner Jaurengui: Does the ROV have a mandate to reach out to certain populations, such as seniors or adults with disabilities?
- Answer from Thalia Amador: Yes, we are required to make accommodations to these populations but as of yet we are not required to perform any outreach other than what we do already. There is a "ballot mobile" that travels to rural areas to inform the public about Voter Education and their options in regard to the different ways to vote.
- Question from Commissioner Shubnell: How does the county address people voting who are here illegally?
- Answer from Thalia Amador: Voters cannot be registered without an ID or Driver's License number or Social Security number. The information they provide is checked with the DMV by the State of California. Anyone who does not meet those requirements cannot register to vote.



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5. SAC CHAIR'S REPORT: Dr. Deborah Nattress

- The commission voted to defer the approval of Goals and Objections. Commissioner Swanson made a Motion to Defer. Commissioner Jaurengui seconded the motion. A roll call vote was taken and the motion passed with seven (7) "yes" votes.
- Commissioner Nattress stated there has been an update to the Goals and Objectives and the updated version will be shown to the commission next month.
- Commissioner Nattress thanked Glenda Jackson for her many years of service and welcomed Deputy Director and Public Guardian Sharon Nevins back to the office.
- Commissioner Nattress encouraged all to attend the Senior Nutrition Site Special Events.
- District Manager Lizeth Lopez-Avila reminded the commission that the deadline for the Needs Assessment surveys need to be submitted by December 31st.
- Commissioner Nattress shared her experience with the Disaster Preparedness event she attended at the Drayson center.
- The commission discussed getting shirts made with a logo for the Senior Affairs Commission.
- Commissioner Nattress deferred the approval of the SAC Mission Statement as it is a work in progress.
- Commissioner Swanson gave an RCA Workgroup Update. He stated that the workgroup would contact former RCA members for referrals to new members and feedback about successful tactics used by the council.
- Commissioner Nattress suggested each commissioner take a turn sharing their reason for becoming a volunteer for the commission and shared her story about becoming a senior advocate.
- Michelle Torres suggested having one commissioner a meeting share their story.

6. DAAS – PG DIRECTORS REPORT: Sharon Nevins, Deputy Director / Public Guardian

A. Master plan for Aging Update

- Sharon Nevins thanked everyone for providing excellent coverage while she was away.
- Director Nevins stated she will be recruiting for an Assistant Director for the department and introduced Paul Gray, the new Chief Deputy Public Guardian.
- Gina Gonzalez was recently promoted to the position of Administrative Manager
- Director Nevins stated she will be recruiting for a Deputy Director for Adult Protective Services and the department has hired a new Deputy Director for the Desert Region, Leandra Bannuelos.
- Director Nevins stated the county received 200 NACO Awards, the highest in the nation and DAAS -PG received 20 of those awards, the second highest number in the county.

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6. DAAS-PG DIRECTOR'S REPORT: Sharon Nevins, Deputy Director / Public Guardian

- Director Nevins shared that the county will be painting things green in honor of Veteran's Day, November 11, 2024.
- Director Nevins thanked David J. Quiroz, Safety Coordinator for his leadership during the evacuation orders and Line Fire crises.

B. Senior Nutrition Program Update

- Lizeth Lopez-Avila stated the local senior centers have seen a steady 20% to 30% increase in attendance.
- Ms. Avila shared the dates of the remaining Senior Nutrition Site Special Events for the rest of 2024 and stated that the Nutrition Modernization Services will be in effect as of October 2024.

C. Covid -19 Vaccine Update

- Glenda Jackson stated the funding has ended for this program as of September 30, 2024.
- Heather Granger stated that the incidence rate of cases in the county are much lower this year but the department is still providing PPE equipment.

D. County Aging & Disability Resource Connection (ADRC)

- Lisa Hayes is recovering from an injury and was unable to provide an update at this time.

7. STANDING COMMITTEE REPORTS (5 minutes each)

A. ACCESS COMMITTEE

Meets 2nd Wednesday of the month; 11:00 am Commissioner Craig Swanson, Chair

- Commissioner Swanson shared that the Access Committee discussed some additions to the committee's Goals and Objectives.
- Reported that the committee discussed potential guest speakers.
- **The next meeting is scheduled for November 13, 2024, at 11:00 am.**

B. EXECUTIVE COMMITTEE

Meets 2nd Wednesday of the month; 2:00 pm Commissioner Deborah Nattress, Chair

- Dr. Nattress shared that the Executive Committee updated the Mission Statement and changed a few of the Goals and Objectives.
- **The next meeting is scheduled for November 13, 2024, at 2:00 pm.**

C. HEALTHY AGING COMMITTEE

Meets 3rd Wednesday of the month; 11:00 am Commissioner Penny Shubnell, Chair

- Commissioner Shubnell shared the DYK handouts from the meeting.
- **The next meeting is scheduled for November 20, 2024, at 11:00 am**



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D. INTERGENERATIONAL COMMITTEE

Meets 3rd Wednesday of the month; 10:00 am Commissioner Keith Stroup, Chair

- Commissioner Stroup stated the committee discussed the shortage of representation from kinship programs.
- Stated that the month of November is National Family Caregiver Appreciation month
- The committee talked about outreach and education and finalizing the Goals and Objectives
- Commissioner Stroup encouraged Commissioner Shubnell to share about a school district program which invites seniors to listen to school-age children read.
- **The next meeting is scheduled for November 20, 2024, at 10:00 am.**

E. LEGISLATIVE COMMITTEE

Meets 2nd Wednesday of the month; 1:00 pm Commissioner Maricela Ferguson, Chair

- Commissioner Ferguson was excused from the meeting and was unable to provide an update at this time.
- **The next meeting is scheduled for November 13, 2024, at 1:00 pm.**

F. NUTRITION COMMITTEE

2nd Wednesday of the month; 10:00 am; Commissioner Gwen Alber, Chair

- Commissioner Alber was excused from the meeting. The update was provided by Commissioner Shubnell, Vice Chair of the Nutrition Committee.
- Commissioner Shubnell stated that Nicole Woodward, Staff Analyst II reminded the commissioners to continue providing completed Senior Nutrition Site Surveys to her. Nicole would like the surveys emailed to her as well, so they are received sooner.
- **The next meeting is scheduled for November 13, 2024, at 10:00 am.**

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

A. COLORADO RIVER RCA,

VACANT; not meeting at this time.

- No current report.

B. EAST VALLEY RCA,

VACANT; not meeting at this time.

- No current report.

C. MORONGO BASIN RCA

VACANT; not meeting at this time.

- No current report.



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D. MOUNTAIN RCA

Commissioner Penny Shubnell; 4th Wednesday of the month at 12:00 pm, Leisure Shores Senior Center, Crestline

- Commissioner Shubnell reported that the new Superintendent of Rim of the World discussed ideas about the program where children read to seniors. Stated many seniors she spoke to are very interested in this program.

E. NORTH DESERT RCA

Commissioner Ahmed A. Elhawary; not meeting at this time

- No current report.

F. VICTOR VALLEY RCA

VACANT; 2nd Tuesday of the month at 9:00 am, Victorville DAAS-PG

- No current report.

G. WEST VALLEY RCA

Commissioner Gwen Alber; 1st Tuesday of the month at 9:00 am and the 2nd Tuesday of the month at 1:00 pm, Montclair Senior Center

- Commissioner Yoakum was excused from the meeting and unable to provide an update at this time.

9. PUBLIC ANNOUNCEMENTS

- District Manager David J. Quiroz shared that the Great Shake Out Earthquake drill will be held tomorrow, October 17 at 10:17am.
- Director Sharon Nevins shared that the Commission of Aging will visit SB DAAS-PG on Monday at 3pm to make a site visit and the Board of Supervisors will present a proclamation of thanks to Assistant Director Glenda Jackson on Monday October 22, 2024 who will be retiring at the end of October.

10. COMMISSIONER COMMENTS

- Commissioner Jauregui announced the California Commission on Aging will meet at the San Bernardino Doubletree Hotel on Monday, October 22, 2024.
- Commissioner Jauregui shared that the Board of Supervisors provided the Inland Coalition on Aging with a letter of recommendation to send to AARP, which may result in San Bernardino County being named as an "age-friendly" county. This would be a mark of designation that the county is raising standards for the programs and services that affect seniors.

11. ITEMS FOR FUTURE AGENDAS

- Clerk of the Commission, Michelle Torres stated the upcoming presenters may change.



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12. NEXT MEETING: WEDNESDAY, NOVEMBER 20, 2024, at 1:00 pm

PRESENTATION:

Omnitrans Mobility Services

Ruby Sulca, Mobility Services Coordinator

Meeting Location, Public Comment Access & Virtual Live Stream:

East Valley Region (In-Person Meeting Location)
DAAS-PG San Bernardino – Administration 784 E. Hospitality Lane, San Bernardino, CA 92415
West Valley Region (Public Comment Access*)
DAAS-PG Rancho Cucamonga 9445 Fairway View Place, Ste 110, Rancho Cucamonga, CA 91730
Desert Region (Public Comment Access*)
DAAS-PG Victorville 17270 Bear Valley Road, Ste 108, Victorville, CA 92395
Virtual Live Stream (No Public Comment Access)
To stream live meetings, join through your internet browser , use the Microsoft Teams Application or via teleconference . NOTICE: 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.

13. ADJOURNMENT

- Chair, Dr. Deborah Nattress adjourned the meeting at 2:23 PM

Requests for reasonable accommodations should be made by contacting the DAAS-PG Senior Affairs Commission at 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.