



## VENTURA COUNTY AREA AGENCY ON AGING ADVISORY COUNCIL MEETING

May 20, 2026

9:00 a.m. to 11:00 am

Ventura County Office of Education (VCOE) –  
Conference and Educational Services Center  
5100 Adolfo Road, Camarillo 93012

<https://www.zoomgov.com/j/1600825765?pwd=EJ4xAnkdNWwngQakelBoyOTbk51LxR.1>

The council will be meeting in person. Members of the public are welcome to attend in person or via Zoom.

VCAAA Advisory Council Role – To provide leadership, input, and advocacy as facilitators between VCAAA and the community, in support of VCAAA’s mission.

VCAAA Role – VCAAA is the responsible agency to seek, serve, administer, and manage available funding to ensure resources are allocated to serve Ventura County, creating integrated community-based services where older adults and people with disabilities can age in their community with dignity and respect.

### A G E N D A

- 9:00 a.m.
- |    |  |                   |
|----|--|-------------------|
| 1. | Call to Order and Agenda Review  | Dr. Maria Munguia |
| 2. | Pledge of Allegiance   | Martha Shapiro    |
| 3. | Roll Call and Motion to Accept Online Virtual Attendance for those declaring “Emergency Circumstances” | Alisa Sanchez     |
| 4. | Approval of Area Agency on Aging Advisory Council Minutes of March 25, 2026.                           | Dr. Maria Munguia |
| 5. | Public Comments  | Dr. Maria Munguia |

Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only. Comments are limited to three minutes per person.

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|----|--|-------------------|
| 6. | Consent Agenda Items – Committee Reports | Dr. Maria Munguia |
|----|--|-------------------|

Procedure: The Advisory Council will approve these reports all at once unless an Advisory Committee wishes to remove

a report from the consent agenda and discuss and approve it separately.

6.1 ADRC Committee – 3.18.26

6.2 Workforce Committee – 3.19.26

6.3 Housing & Transportation Committee – No Meeting

6.4 Optimal Aging Committee – 1.28.26 & 3.25.26

6.5 Senior Nutrition & Health Committee – 4.15.26

### **ACTION ITEMS**

- |     |   |                   |
|-----|---|-------------------|
| 7.  | CSL Elections                                       | Alice Sweetland   |
| 8.  | Advisory Council Officer Elections                  | Alice Sweetland   |
| 9.  | Dissolution of Housing & Transportation Committee   | Dr. Maria Munguia |
| 10. | Establishment of New Transition Taskforce Committee | Dr. Maria Munguia |
| 11. | Strategic Plan Update                               | Monique Nowlin    |

### **PRESENTATION/INFORMATIONAL ITEMS**

- |     |   |   |
|-----|---|---|
| 12. | HSA Leadership Update                   | Monique Nowlin                                    |
| 13. | HSA Communications Manager Update       | Roger Horne                                       |
| 14. | Transportation Services Presentation    | Ben Rhodes  |
| 15. | Other Committee Meetings:               |   |
|     | a. California Senior Legislature Update | Brenda Birdwell<br>Tony Gitt<br>Dr. Karen Gorback |
|     | b. VCAAA Foundation Update              | James Schicker                                    |
|     | c. LGBT+ Aging Coalition                | Dr. Ron Berkowsky                                 |
|     | d. Dementia Friendly Ventura County     | Denise Noguera-Valenzuela                         |
| 16. | NEW Meeting Calendar FY 2026-2027       | Dr. Maria Munguia                                 |
| 17. | Other Business                          | Dr. Maria Munguia                                 |
| 18. | Comments from the Chair                 | Dr. Maria Munguia                                 |
| 19. | Future Agenda Items                     | Dr. Maria Munguia                                 |



VENTURA COUNTY AREA AGENCY ON AGING  
Advisory Council Meeting Minutes  
5100 Adolfo Road  
Camarillo, CA 93012  
March 25, 2026

Advisory Council Members Present:

Blair Barker (Service Provider)	Carol Leish (Disability Population)
Stephanie Belding (Thousand Oaks COA)	Gloria Massey-Chinea (City of Oxnard)
Dr. Ron Berkowsky (LGBT+ Population)	Luis Mendez II (City of Port Hueneme)
Brenda Birdwell (CSL)	Dr. Maria Munguia (City of Santa Paula)
Colleen Bogdanich (City of Ventura)	Peggy Parra (City of Santa Paula)
Alvin Brown (Simi Valley COA)	Nancy Phillips (BOS District 3)
Denise Calhoun (BOS District 2)	Carmen Reyes (Camarillo COA)
Fred Chase (City of Ojai)	Michelle Rios (Service Provider)
Smita Dandekar (BOS District 4)	Anita Ruiz (BOS At-Large)
Carina Forsythe (City of Fillmore)	Peter Schreiner (Behavioral Health Population)
Tony Gitt (CSL)	Martha Shapiro (Service Provider)
Dr. Karen Gorback (CSL)	Sue Tatangelo (Consumer Population)
Annette Halpern (City of Ventura)	Sylvia Taylor-Stein (BOS District 5) - virtual
Lynette Harvey (Medical Provider)	Susan Voll (Camarillo COA) - virtual
Maureen Hodge (Family Caregiver Population)	Gayle Von Eissler (City of Moorpark)

Advisory Council Members Absent:

Jonnie Lisman (City of Port Hueneme)	Jeanette Sanchez-Palacios (BOS District 1)
Nita Vaidya (Thousand Oaks COA)	Alice Sweetland (City of Oxnard)

VCAAA Staff Members Present:

Roger Horne (Communications Manager)	Ben Rhodes (Division Manager)
Martin Marquez (Program Assistant)	Alisa Sanchez (Program Assistant)
Monique Nowlin (AAA Director)	Sonia Vaughn (Program Manager)

Members of the Public Present:

Janine Cobian	Sharon Yoon
Tracy Gallagher	

Virtual Attendees:

Vanessa Acain	Sarah Mailes
Chris Ball	Raquel Wirth

BOS (Board of Supervisors) Supervisorial Appointees:

District 1 – Supervisor Matt LaVere  
District 2 – Supervisor Jeff Gorell  
District 3 – Supervisor Kelly Long

District 4 – Supervisor Janice Parvin  
District 5 – Supervisor Vianey Lopez

- 1) **Call to Order and Agenda Review** – The March 25, 2026, Advisory Council meeting was called to order at 9:03 am by Chair Dr. Maria Munguia.
- 2) **Pledge of Allegiance** – The Pledge of Allegiance was led by Chair Dr. Maria Munguia (City of Santa Paula).
- 3) **Roll Call and Motion to Accept Online Virtual Attendance for Those Declaring “Emergency Circumstances”** – Alisa Sanchez called roll. Quorum was reached.
- 4) **Approval of Area Agency on Aging Advisory Council Minutes of November 12, 2025.**

Motion: Approve January 14<sup>th</sup>, 2026 Minutes

Moved by: Blair Barker, seconded by Sue Tatangelo

Result: Motion passed

- 5) **Public Comments** – Dr. Karen Gorback commented on the misspelling of the name of her book from last meeting’s minutes; Dr. Gorback’s published book is titled, “Mazel’s Mishpacha”. Stephanie Belding shared the success of the wonderful job fair hosted by VCAAA’s Workforce Committee at Goebbel Community Center in Thousand Oaks that took place on January 21, 2026. Martha Shapiro announced that Senior Concerns Senior Recognition Day is open for online registration and will take place on May 15, 2026. The event is a free luncheon and will be hosted in Thousand Oaks. Dr. Ron Berkowsky shared that he is working with a team of students on their Health Science Capstone and is in the process of conducting a research project to gather perspectives on the potential transition of services of the VCAAA. This project is qualitative and the students will be interviewing community members for their perspectives on this. For more information on how to participate, please reach out to Dr. Berkowsky. Denise Calhoun shared that Dr. Ron Berkowsky’s students designed a special ChatGPT program for organization, CommuniCare and stated they are offering free classes beginning March 25, 2026. The class will teach older adults about the benefits

of AI and ChatGPT. Gloria Massey China shared that she would like to assist Dr. Berkowsky and his students in their project in any way she can and also shared kudos to the RSVP Staff at the City of Oxnard for the successful 2026 Volunteer Recognition Luncheon that took place on March 24, 2026. Carmen Reyes had questions for Dr. Berkowsky on the sample size of his project and how to participate (online/in person). Dr. Berkowsky shared that the confines of the project is during a semester and therefore the sample size is as many interviews as they can get and that interviews will be conducted via Zoom. Carol Leish shared that she is interested in participating in Dr. Berkowsky's study.

**6) Consent Agenda Items**

- 6.1** ADRC Committee – 01.21.26, 02.18.26, 03.18.26
- 6.2** Workforce Committee – 01.15.26
- 6.3** Housing & Transportation Committee – No report
- 6.4** Optimal Aging Committee – No report
- 6.5** Senior Nutrition & Health Committee – No report

Received and Filed

**ACTION ITEMS**

No Action Items at this meeting.

**PRESENTATION/INFORMATIONAL ITEMS**

- 7) HSA Leadership Update** – Monique Nowlin shared that on March 3, 2026 the Ventura County Board of Supervisors voted to halt the AAA transition, therefore HSA will continue administration of the Area Agency on Aging through June 2027.
- 8) VCAAA Transition Update** – Monique Nowlin shared that the transition is currently paused as the Board of Supervisors voted for HSA to continue administration through June 2027. AAA operations will continue and there will be no changes at this time due to the pending engagement of a consultant that will be hired to review the processes for the Board of Supervisors.
- 9) Strategic Plan Update** – Monique Nowlin shared that when transition was still underway, CDA had let HSA AAA know that there was no need to submit a Strategic Plan Update however now that

AAA operations will continue under HSA, AAA will now be submitting a strategic plan update and Monique will be submitting that to the Advisory Council for review at a future meeting. Monique then took questions and comments from the Advisory Council.

- 10) **Presentation: How Does a Bill Become a Law in California** – Dr. Gorbach shared a song and a wonderful PowerPoint presentation on the processes a bill must go through to become a law. The presentation was extremely informative and engaging. The presentation was emailed out to council members after the meeting.
- 11) **Presentation: Grey Law – Overview of Services** – Sharon Yoon shared that Grey Law is a nonprofit organization that was founded by attorneys in 1979 and has now been a branch of VCAAA for over 40 years. The volunteers of Grey Law go out to the communities and interact with the older adults (aged 60 and over). The goal is to empower the community with knowledge. Grey Law offers free consultations and also conducts Life Classes which equips attendees with knowledge and information. Grey Law volunteers also make referrals to attorneys who specialize in the area needed (estate planning, trust, probate, landlord-tenant issues, etc.). Sharon left brochures for council members and ways to contact Grey Law.
- 12) **CSL Elections Discussion** – Brenda Birdwell shared that California Senior Legislature elections are coming up. Applications to serve on the CSL are due by March 31, 2026 and are to be submitted to Alisa Sanchez. Brenda shared that the California Senior Legislature is a volunteer body whose primary mission is to help preserve and enhance the quality of life for older Californians and their families. The CSL gathers ideas for legislation at the state and federal levels and crafts the ideas into formal proposals. Brenda encouraged council members to consider applying stating it is a great opportunity to make a positive difference in the lives of seniors.
- 13) **Designation of Chair of Nominating Committee for Executive Committee Selection – (and ask for volunteers to serve on committee)** – Martha Shapiro called to action the need to create the nominating committee for upcoming CSL and Executive Committee elections. Secretary Alice Sweetland will serve as Nominating Committee Chair per the current bylaws. Volunteers are needed to make up the body of the nominating committee. Five council members volunteered to serve: Carol Leish, Al Brown, Gayle Von Eissler, Michelle Rios and Denise Calhoun. Alisa Sanchez will collaborate with Nominating Committee Chair, Alice Sweetland to schedule committee meetings.

- 14) **HSA Communications Manager Update** – Roger Horne shared request to get the Advisory Council page on the VCAAA website up to date and asks council members to submit their 75-word bios and photographs.
- 15) **Other Committee Meetings:**
  - a. **California Senior Legislature (CSL) Update** – Tony Gitt shared that the CSL reviewed SB1261 and decided to send a letter of support to Senator Laird. Tony urged council members to visit the link shared by Dr. Gorbach during her presentation and submit comments of support. He stated that the more comments submitted, the more ammunition Senator Laird will have to get the senate bill funded and supported.
  - b. **VCAAA Foundation Update** – James Schicker was not able to attend the meeting and will provide his update at the May 20, 2026 Advisory Council meeting.
  - c. **LGBT+ Aging Coalition** – Dr. Berkowsky shared that LGBT+ Aging Coalition meets virtually via Zoom at 2 PM on the 2<sup>nd</sup> Thursday of every month and that the Coalition recently launched a new speaker series. The guest speaker for April’s meeting will be Jordana Lawrence of the Alzheimer’s Association. If you are interested in signing up for the Coalition’s newsletter, please contact Dr. Berkowsky.
  - d. **Dementia Friendly Ventura County (DFVC)** – Denise Noguera-Valenzuela was unable to make the meeting therefore Monique Nowlin shared on her behalf that at a recent meeting, the Dementia Friendly Ventura County Coalition (DFVC) made a decision that Camarillo Healthcare District will be taking the lead of DFVC while still operating under HSA AAA as the Area Agency on Aging will remain involved.
- 16) **Meeting Calendar** – FY 2025-2026 meeting calendar is attached to Agenda Packet.
- 17) **Other Business** – Dr. Munguia encouraged all council members to complete their Form700 as they are due/past due.
- 18) **Comments from the Chair** – Dr. Munguia thanked everyone for showing up and for their patience and staying the whole meeting. Vice Chair Martha also shared that she is proud to be a part of this amazing group of people and appreciates everyone’s energy.
- 19) **Future Agenda Items** – None were submitted.

- 20) **Adjournment** – Meeting was adjourned at 11:16 AM. The next regular meeting for the Advisory Council will be held on May 20, 2026, at Ventura County Office of Education (VCOE) Conference and Education Center located at 5100 Adolfo Road, Camarillo, CA 93012.

## **ADRC Subcommittee Meeting Minutes**

**Date:** March 18, 2026

**Time:** 1:00 PM – 2:00 PM

**Location:** Virtual Meeting

**Chair:** Ronald Berkowsky

### **Attendees**

- Ronald Berkowsky (Chair)
- Al Brown
- Carol Leish
- Tony Gitt
- Alexa Martin-Eisenberg (ACC)
- Vanessa Acain (ACC)
- Emily Bridges (ACC)
- Denise Noguera-Valenzuela
- Roger Horne
- Jim Marston
- Peter Schreiner

### **Key Discussion Points**

#### **1. VC AAA Transition Update**

- VC AAA transition has been paused; timeline for transfer of services delayed.
- Board of Supervisors approved temporary funding (~\$1.2M) to maintain operations.
- Staffing changes noted; some staff reassigned or departed, but no additional changes anticipated at this time.
- RFP for new AAA provider has been cancelled/withdrawn.
- Committee emphasized importance of maintaining continuity of services during this period.

#### **2. Legislative Update – ADRC “Fix-It” Bill (SB 1261)**

- Alexa Martin-Eisenberg reported continued progress on the statewide bill.
- Urgency clause remains appropriate; bill intended to preserve ADRC funding statewide.
- Executive Director scheduled to testify on April 6 in Sacramento.
- Tony Gitt encouraged members to submit letters of support to Senator John Laird.
- California Senior Legislature expected to vote on submitting a formal support letter.
- Committee discussed sharing template language to support community advocacy efforts.

#### **3. ADRC Operations & Staffing**

- ADRC services continue to operate as usual despite transition pause.
- Cross-training underway to support ADRC and Information & Assistance (I&A) services.
- Existing ADRC team structure remains in place.
- Offer made to provide additional ADRC presentations for newly cross-trained staff.

#### **4. Goals & Priorities for Upcoming Year**

· **Community Outreach & Education**

- Increase awareness of ADRC and “No Wrong Door” access point.
- Promote services, especially in East County (e.g., Thousand Oaks office).
- Potential outreach through local media (Acorn, Star, Breeze articles).

· **Advocacy Efforts**

- Continue support for SB 1261 through letters and community engagement.

· **Data Collection & Research**

- CSU Channel Islands potential summer research project (SURF program) to assess ADRC service usage and community needs.
- Possible survey development combining prior VC AAA (2019) and Santa Paula Master Plan data.
- Align survey with California Master Plan for Aging goals.

**5. Service Awareness & Communication Gaps**

· Community confusion reported regarding:

- Available services
- Service reductions (e.g., transportation/medical rides)
- Status of AAA and ADRC programs

· Recommendation to:

- Develop a clear, simplified list of current services
- Identify services reduced or eliminated due to funding constraints
- Improve public-facing materials and FAQs

· Suggestion to coordinate with HSA and VC AAA Advisory Council for updated, user-friendly materials.

**6. Outreach & Resource Development**

· Potential development of:

- Updated ADRC informational materials
- FAQ or summary sheets for public distribution
- Website resource enhancements

· Existing ADRC website includes:

- Overview of services
- County-specific ADRC navigation
- Contact information for assistance

**7. Future Planning & Sustainability**

· Discussion on exploring future AAA provider options, including:

- Local and potentially non-local organizations

- Need for early planning rather than waiting for future RFP cycles
- Committee emphasized importance of:
  - Long-term stability
  - Adequate transition timelines
  - Maintaining ADRC continuity regardless of AAA structure

**Action Items**

- Tony Gitt: Share draft support letter language following California Senior Legislature approval.
- Committee Members: Submit letters of support for SB 1261 to Senator Laird.
- Ronald Berkowsky: Explore CSUCI student research project for ADRC survey/data collection.
- Denise / Vanessa / Alexa: Collaborate on outreach materials and potential article content.
- Carol Leish: Draft article for community publication (pending topic coordination).
- Committee: Request updated list of active and reduced services from VC AAA (via Advisory Council).

**Next Meeting**

- VC AAA Advisory Council Meeting – March 2026 (next scheduled session)
- ADRC Subcommittee meetings expected to continue beyond May (schedule TBD)

**Adjournment**

Meeting adjourned at approximately 1:50 PM.

**TO:** VCAAA Advisory Council Members

**FROM:** Stephanie Belding, Chair

**DATE:** May 13, 2026

**SUBJECT: Workforce Committee (WC) Report from March 19, 2026**

**Committee Members Present:**

Stephanie Belding  
Dr. Karen Gorback  
Dr. Nita Vaidya  
Michelle Rios  
Al Brown

**Committee Members Absent:**

Brenda Birdwell

**Interested Members of the Public**

**Absent:**

Alice Sweetland  
Dr. Maria Munguia

**VCAAA Staff Members Present:**

Sonia Vaughn (HICAP Manager)  
Roger Horne (Communications  
Manager)

1. **Welcome-**

Meeting was called to order by Stephanie Belding at 2:12 pm.

2. **Public Comments-**

Stephanie shared that Dr. Munguia is pleased the committee continues to meet.

She also referenced a Thousand Oaks newspaper article about “Workforce on Wheels,” a mobile training bus operated by the Workforce Development Board of Ventura County. The bus offers various training courses and accommodates up to 20 students at a time. Stephanie will research how the committee might utilize this resource.

3. **January 2026 Job Fair (notes, debrief, follow-up)-**

Dr. Gorback emphasized the value of the Workforce Development Board’s presence at the event. Royal Staffing’s booth experienced high traffic due to their wide range of positions, and it was suggested that only one temp agency be included next year. Most attendees were seeking part-time employment.

Comfort Keepers and Seniors Helping Seniors offered caregiving roles, though many job seekers expressed they were not interested in caregiving. The Unified School District had a broad selection of positions that may be well-suited for older adults. The City of Thousand Oaks had two part-time openings that would have been a strong addition. Several job seekers showed interest in park-related roles, which may be timely depending on the season. Retail and fast-food employers (such as CVS and Chick-fil-A) were notably absent.

On the day of the job fair, the County of Ventura listed 100 openings for the primary election. Dr. Gorback suggested the committee review employer offerings ahead of time and consider reaching out to those with relevant opportunities.

It was also recommended that future job fairs include designated rest areas, which would be especially helpful for seniors.

Regarding survey results, Stephanie will follow up with Goebel's survey outcomes. Karen suggested that the Workforce Committee create its own job-seeker survey.

Al announced he is hosting a job fair in Simi Valley and shared information about the incentives they use to encourage attendees to visit all booths.

4. **January 2027 Job Fair-**

Discussion included offering assistance with interviewing skills, résumé reviews, mock interviews, and job-skills resources.

5. **Presentations (i.e. Get That Job video) at Goebel Adult Community Center and/or Simi Valley Senior Center-**

Stephanie spoke with Julie Spivack at the Goebel Senior Center, who agreed to reserve a room for the presentation. It was recommended to play the Get That Job video (twice a year). It was suggested that new informational slides be added to ensure relevance to the audience.

6. **Future Partnership with WDBVC-**

Stephanie reported that the Workforce Development Board has offered to partner with the Workforce Committee for upcoming events. More details will be provided as they become available.

7. **Goals- Next Steps-**

The committee plans to provide presentations in early October and March 2027. Roger will assist with event promotion.

8. **Other Business-**

Dr. Gorback announced she will be stepping away from the Advisory Council and the Workforce Committee at the end of May 2026. A new CSL election will take place at the next Advisory Council meeting.

9. **Next meeting date-**

The next regular Workforce Committee meeting is scheduled for Wednesday, May 21, 2026, from 10:00 a.m. to 11:00 a.m. via Microsoft Teams.

10. **Adjournment-** Meeting adjourned at 3:04 PM

**TO:** VCAAA Advisory Council Members

**FROM:** Alice Sweetland, Chair

**DATE:** January 30, 2026

**SUBJECT: Optimal Aging Committee Report from January 28, 2026**

**Committee Members Present:**

Alice Sweetland  
Dinah Frishling  
Al Brown  
Ronald Berkowsky  
Denise Calhoun

**Committee Members Absent:**

Michelle Rios  
Sylvia Taylor Stein

**VCAAA Staff Members Present:**

Sonia Vaughn (HICAP Manager)

1. **Welcome-** Meeting was called to order by Alice Sweetland at 2:06 pm.
2. **Public Comments-** There were no public comments made.
3. **Recap of Legacy Award Presentation-** The committee discussed the success of the 2025 Legacy Awards, which was well-received and had strong candidate choices across all categories. The committee noted that while they had good choices for 2025, they would need to determine if they can proceed with 2026 awards, pending confirmation of a new appointed organization.
4. **Next Legacy Award-** The committee discussed the Legacy Award nomination process and agreed to review the application forms between now and the March meeting. Sonia shared the application with the committee via email. Ronald raised concerns about securing funding for the awards during the transition period, suggesting they may need to partner with the VCAAA Foundation to purchase the awards. Dinah inquired about the costs associated with the plaques, and Alice clarified that they typically involve 4 plaques per year. Sonia confirmed that Roger Horne purchased the Legacy Award plaques from Ventura Trophy for \$35 each.
5. **Moving Forward-** The committee discussed preparing materials for a mailing and advertising campaign ready by early July, seeking approval from the new lead agency. Al was assigned to contact Monique about obtaining copies of past meeting minutes and Legacy Award documentation before the transition to new organization is finalized. The committee also explored the possibility of displaying senior artwork in city council chambers for Older Americans Month, with Alice suggesting they contact local organizations for permission and coordination. Al shared his recent involvement in a police advisory committee and his efforts to advocate for senior services funding, emphasizing the need for continued advocacy at all levels of government.
6. **Next meeting date –**The next Optimal Aging Committee meeting will be held on Wednesday, March 25, 2026, from 2 PM – 2:40 PM.

7. **Adjournment-** Meeting adjourned at 2:39 pm

**TO:** VCAAA Advisory Council Members

**FROM:** Alice Sweetland, Chair

**DATE:** May 13, 2026

**SUBJECT: Optimal Aging Committee Minutes from March 25, 2026**

**Committee Members Present:**

Alice Sweetland  
Ronald Berkowsky  
Denise Calhoun  
Al Brown  
Sylvia Taylor-Stein

**Committee Members Absent:**

Dinah Frishling  
Lyn Cotwright  
Susan Zirnite

**VCAAA Staff Members Present:**

Sonia Vaughn (HICAP Manager)

1. **Welcome-** Meeting was called to order by Alice Sweetland at 2:05 p.m.
2. **Public Comments-** There were no public comments made.
3. **Legacy Award Application Review**

The committee reviewed the administrative details for the Legacy Awards. Members confirmed the application format will have a shortened description limit (300 words) and the application window will be from June 1 to September 1. Application dates will need to be updated; Sonia was assigned to follow up with Roger Horne. As AAA tasks have resumed, Roger will be asked to handle press release and social media distribution for the awards. Alice will ask Roger to review the nominating parties and the list of places that receive the application distribution.

The committee debated about notifying nominees who do not win, weighing courtesy thank-you notes against risks of perceived endorsement for businesses, and agreed to consider a moratorium on repeat awards at a future meeting.

4. **VCAAA Updates**

Denise noted that the committee's minutes were omitted from the last distributed agenda; Sonia will resubmit the minutes to Alisa.

The group discussed meeting frequency, the potential for a monthly task force to Members reviewed revised bylaws submitted to HSA that remain unprocessed, which prevents proposed changes to executive-board roles and affects Maria's continued position; this will be handled by the nominating committee.

It was also shared that the Dementia-Friendly Ventura County Task Force oversight has been reassigned to the Camarillo Health Care District.

The revised advisory council bylaws submitted to HSA remain unprocessed, blocking proposed executive-board role changes. The nominating committee will

address leadership succession given the bylaws constraint and Maria's reduced availability. A monthly task force was proposed to manage the transition work because full council monthly meetings are impractical for many members.

5. **Next meeting date** –The Optimal Aging Committee's next regular meeting will be held on Wednesday, May 27, 2026, from 2:00 PM – 2:40 PM
6. **Adjournment-** Meeting adjourned at 2:40 PM.

**TO:** VCAAA Advisory Council Members

**FROM:** Blair Barker, Chair

**DATE:** April 23, 2026

**SUBJECT: Senior Nutrition and Health Committee Report from April 15, 2026**

**Committee Members Present:**

Alice Sweetland  
Blair Barker  
Lynette Harvey  
Maria Munguia  
Raquel Wirth

**Committee Members Present:**

Anita Ruiz  
Smita Dandekar

**VCAAA Staff Members Present:**

Sonia Vaughn (HICAP Manager)

1. **Welcome-** Meeting was called to order by Blair Barker at 12:34 pm.
2. **Public Comments-** There were no public comments made.
3. **Introduction of the New Committee Members-** There were no new members.
4. **Senior Nutrition Program/HSA-AAA Update**

Senior nutrition sites have received contracts for the coming fiscal year, and funding amounts remain status quo.

Maria explained that the inventory conducted by CDA at SNP sites was intended to document assets for incoming operators and not necessarily to confiscate equipment, though CDA designation language can allow equipment recovery in some cases.

Existing nutritionists (Patty and Teresa) are subcontractors who currently serve centers; the next AAA will decide whether to hire or contract nutrition staff. Sonia will follow-up with procurement/vendor contracting requirements and share information with the committee.

The group voiced concerns about the disruptive nature of the VCAAA service transition and stressed the need for a realistic RFP timeline, noting that a one-month turnaround for extensive applications is not feasible. Members also emphasized the importance of having the Board of Supervisors select a consultant before major changes move forward and pointed out that no consultant has yet been publicly announced

5. **Committee Goals**

The committee discussed focusing on communication and transparency around senior nutrition and health. The committee aims to prioritize communication and transparency around the transition and senior health impacts.

The committee wants to restore operational reports like meal counts and budgets because members of the Advisory Council found them valuable for assessing service levels.

The group discussed inviting a Behavioral Health representative to present on programs available to older adults. Attendees agreed that having up-to-date information on existing services and gaps would help inform the committee's work and guide goal setting. Sonia will contact Behavioral Health to request a senior-focused presentation for the July meeting. She will also submit a request for a CalAIM Community Supports presentation for the September meeting.

The committee discussed the importance of having a clear mission statement for each subcommittee and agreed to begin drafting one for the Senior Nutrition & Health Committee. Each member will prepare a draft mission statement and send it to Blair by May 13. Blair will compile the submissions into a single document and share it with the group for review. The committee will vote on the final mission statement at the May 27 meeting.

6. **Other Business-** No other business discussed.

7. **Next Committee Meeting**

The committee discussed the upcoming subcommittee dates in relation to the advisory council calendar and discussed whether to continue holding committee meetings the week after the advisory board or adjust the schedule. Sonia noted that she has already submitted proposed dates to Alyssa Sanchez for the next fiscal year. The group agreed to keep the current schedule and continue utilizing Zoom for the meetings.

The Senior Nutrition and Health Committee's May meeting was rescheduled to avoid overlapping with the Advisory Council meeting. The committee will now meet on Wednesday, May 27, 2026, from 12:30 PM to 1:10 PM via Zoom.

8. **Adjournment-** Meeting adjourned at 1:10 PM.



**VENTURA COUNTY AREA AGENCY ON AGING  
ADVISORY COUNCIL MEETING SCHEDULE  
FY 2026-2027**

**All Advisory Council meetings are held in person.**

**All sub-committee meetings are held via  
Zoom/TEAMS.**

	<b>Advisory Council</b>	<b>ADRC</b>	<b>Housing &amp; Transportation</b>	<b>Senior Nutrition &amp; Health</b>	<b>Optimal Aging</b>	<b>Workforce</b>
<b>July</b>	July 8, 2026 9-11 a.m.	July 15, 2026 1 - 2 p.m.	July 21, 2026 2 – 3 p.m.	July 15, 2026 12:30 – 1:30 p.m.	July 22, 2026 2 – 3:00 p.m.	July 16, 2026 10 – 11 a.m.
<b>August</b>						
<b>September</b>	Sept 16, 2026* 9-11 a.m.	Sept 16, 2026 1 - 2 p.m.	Sept 15, 2026 2 – 3 p.m.	Sept 16, 2026 12:30 – 1:30 p.m.	Sept 23, 2026 2 – 3:00 p.m.	Sept 17, 2026 10 – 11 a.m.
<b>October</b>						
<b>November</b>	Nov 18, 2026** 9-11 a.m.	Nov 18, 2026 1 - 2 p.m.	Nov 17, 2026 2 – 3 p.m.	Nov 18, 2026 12:30 – 1:30 p.m.	Nov 25, 2026 2 – 3:00 p.m.	Nov 19, 2026 10 – 11 a.m.
<b>December</b>						
<b>January</b>	Jan 13, 2027 9-11 a.m.	Jan 20, 2027 1 - 2 p.m.	Jan 19, 2027 2 – 3 p.m.	Jan 20, 2027 12:30 – 1:30 p.m.	Jan 27, 2027 2 – 3:00 p.m.	Jan 21, 2027 10 – 11 a.m.
<b>February</b>						
<b>March</b>	March 10, 2027 9-11 a.m.	March 17, 2027 1 - 2 p.m.	March 16, 2027 2 – 3 p.m.	March 17, 2027 12:30 – 1:30 p.m.	March 24, 2027 2 – 3:00 p.m.	March 18, 2027 10 – 11 a.m.
<b>April</b>						
<b>May</b>	May 12, 2027 9-11 a.m.	May 19, 2027 1 - 2 p.m.	May 18, 2027 2 – 3 p.m.	May 19, 2027 12:30 – 1:30 p.m.	May 26, 2027 2 – 3:00 p.m.	May 20, 2027 10 – 11 a.m.
<b>June</b>						

\*September AC meeting is off-cadence and will take place on 3<sup>rd</sup> Wednesday due to scheduling conflict

\*\*November AC meeting is off-cadence and will take place on 3<sup>rd</sup> Wednesday due to Holiday on November 11<sup>th</sup>