SONOMA COUNTY
AGING & DISABILITY COMMISSION
Executive Committee Meeting

Location:	Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403
Date:	Tuesday, March 10, 2026
Time:	11:00 AM – 12:30 AM
Public Zoom Link:	https://zoom.us/j/94311927709?pwd=kikqe60FaFWgRglOc3aIaXRavopRWo.1
Meeting Details:	Phone Number: 1 (669) 900-9128 Meeting ID: 943 1192 7709 Passcode: 768493

Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.

Agenda

11:00 **1. Welcome and Introductions** — Helman

Commission Members, whether in person or virtually, will introduce themselves. Member introductions will include their Name, City of Residence, District (1-5), and Supervisor's Name.

Members participating virtually will need to disclose if there is anyone over the age of 18 in the room with them.

Members of the public will have the opportunity to introduce themselves during Public Comment.

11:01 **2. Approval of the 02.10.2026 Executive Committee Minutes** — Helman

The Commission will review the meeting minutes and may approve them as presented or with modifications.

11:02 **3. Public Comment and Council Member Open Forum** — Public

The public may address the Executive Committee on any items on the agenda and on matters within the Commission's jurisdiction. The Committee cannot take action on non-agenda items. Public comments will be limited to three (3) minutes per speaker.

- *In-person attendees who wish to speak may indicate their request to speak during this time. When recognized by the Chair, please state your name and begin your comments.*

- *Virtual participants who wish to speak must use the "Raise Hand" feature located within Zoom. When it is your turn to speak, the host will unmute your microphone and prompt you to speak. Please state your name and begin your comments.*

11:05 **4. Chair Updates:** Helman

The Chair will provide announcements and updates for the Executive Committee to review and discuss.

- Commission Member Application - New
- April 2026 Commission Presentation from Parkinson's Society of Sonoma County - Parkinson's Disease International Awareness Day on April 11th

11:15 **5. Staff Updates:** Souza-Milner

The AAA Program Manager will provide updates on relevant matters for the Commission, including recent developments or upcoming events.

- Area Plan Update Year 2 (FY 25/26)
  Public Hearing is scheduled for March 18th at 1PM.
- Public Hearing
  Community Action Team kick-off on March 5, 2026, at 11AM (virtual)
- FY 25/26 Q1 & Q2 Volunteer Hour Log Data
- Recruitment Cards

11:25 **6. Yearly Calendar for meetings and topics** Souza-Milner

Executive Committee will review the developed yearly calendar of topics, showcases, presentations, etc. for the Commission.

11:30 **7. Open Doors** Beards

Discussion on Sonoma County Open Doors.

11:35 **8. Commission Work Plan** Souza-Milner

AAA to discuss the development of a Commission Work Plan. (Potential Planning Day)

11:40 **9. Spring Progress Report to the Board of Supervisors** Helman

Executive Committee will develop topics and due dates for the Commission.

11:45 **10. Marge Ling Award** Helman

Select a 2026 nomination and plan to advertise

11:55 **11. Recruitment Member Task Update** Helman

Discussion on the progress of the Recruitment Member Task.

12:05 **12. Standing & Ad Hoc Committee Report** Helman, Edwards

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

- Standing Committee: No Wrong Door
  The Committee will provide an update on the progress of the work.
  Interim-Chair: Suzane Edwards
  Vice Chair: Priyanka Varma

NWD Meeting:	*Report out to Exec's:*
February 24th	*March 10th*
June 23rd	*August 11th*
October 27th	*November 11th*

- Ad Hoc Committee:
  - Website Design
    Ad Hoc group to develop recommendations for updates to the Commission webpage to make it more welcoming, informative, and simple to navigate.
    Lead: Jaime Peñaherrera
    Due: March 4, 2026

  - FY 26/27 Area Plan Objectives
    Ad Hoc group to develop recommendation for FY 2026-27 objectives in the Area Plan – Year 2 Update.
    Lead: Deanna Shaat
    Due: March 4, 2026

  - No Wrong Door Ad Hoc - New
    Prioritize work plan activities so the plan can be discussed and approved by the Commission.
    Lead: TBD
    Due: April 9, 2026

  - Legislative Ad Hoc – New
    Coming up with questions for the Legislative Representatives for the April 2026 meeting.
    Lead: Robin Thompson
    Due: March 30, 2026

12:25 **13. Aging & Disability Commission Agenda Review** Helman
The Executive Committee will review the Draft Commission Meeting Agenda and will provide feedback and/or suggest any necessary modifications and/or additions.

12:30 **14. Adjourn** Helman

Attachments

Minutes (02.10.2026), Commission Application – Confidential, No Wrong Door Ad Hoc Proposal, and FY 25/26 Q1 & Q2 Volunteer Hour Log Data, Draft Commission Agenda (03.18.2026)

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 or (707) 565-5238 at least 48 hours prior to the meeting. To be added to the AAA Newsletter, email 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 Souza-Milner

Upcoming Events:

- Commission Meeting: Wednesday, March 18, 2026, from 1:00 PM – 3:00 PM
  - Area Plan Public Hearing at 1PM
- Commission Meeting: Wednesday, April 7, 2026, from 1:00 PM – 3:00 PM
- Executive Meeting: Tuesday, April 15, 2026, from 11:00 AM – 12:30 PM
- California Senior Legislature Applications Due March 31, 2026
  - To be sworn in during the October 2026 Annual Legislative Session
- Legislative Representatives to be invited to the April 2026 Commission Meeting
- North County Senior Resource Fair: June 7, 2026, from 10:00 AM – 2:00 PM
  - At Huerta Gym, Windsor
- African Soul Festival: August 29, 2026, from 11:00 to 5:00PM
  - 475 City Center Drive, Rohnert Park

SONOMA COUNTY
AGING & DISABILITY COMMISSION
Executive Committee Meeting

Minutes
Tuesday, February 10th, 2026 | 11:00AM - 12:30PM
Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403

In-Person Attendance: Jenny Helman, Deanna Shaat, Robin Thompson,
Zoom Attendance: Diane Spain, Trayce Beards
Staff: Cody Milner, Cassandra Denson
Absent: N/A

1. **Welcome and Introductions** (Helman) (11:00AM)

2. **Approval of the 1.13.2026 Executive Committee Minutes** (Helman)
   - Approved as written.

3. **Public Comment and Council Member Open Forum** (Public)

4. **Chair Updates** (Helman)

New Commission Member Application
- Reviewed the application of a potential member (Heather Hannan-Kramer)
- Interview scheduled for February 11th, 2026.
- Hannan-Kramer provided a recommendation for another potential applicant from the Cloverdale community.

Request for a New Ad Hoc for Legislative Representatives' Questions
- Request will be added to the Commission meeting.

Development for Recruitment Advertisement for local Newspapers and Eblast
- Discussed example advertisement.

Written Reports for the Commission Meeting
- MPA/LADAP will become written reports.

5. **Staff Updates** (Souza-Milner)

Area Plan Update Year 2 (FY 25/26)
- Public Hearing is scheduled for March 18th at 1PM.
- News article has been submitted.
- Commission will prepare Goal 6 accomplishments from Year 1 of the Area Plan.
- Area Plan Year 2 update draft will be uploaded to the webpage.

Membership:
- FY 25/26 Q1 & Q2 Volunteer Logs due January 15, 2026.

Commission Demographics
- Reviewed Commission Demographics

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Commission Member Term Renewals

- District Supervisor Term for Priyanka Varma expires on April 16, 2026.

Missing Conflict of Interest Forms

- Needed for Alain Serkissian.

6. **Yearly Calendar for Meetings and Topics** (Helman)
   - Executive Committee discussed the development of a yearly calendar of topics, showcases, presentations, etc., for the Commission.
   - Cody Milner will start the calendar draft.

7. **North County Senior Resource Fair** (Helman)
   - Discussed the Commission's support with the North County Senior Resource Fair. (June 7th, 2026)
     - Reach out to organizations for tabling.
     - Contact companies for sponsorship and food donations.

8. **Planning Day Exercise** (Helman)
   - Debriefed on the exercise the Commission had during the January Commission Meeting.
   - Scripts will be sent out to the Commission members.

9. **Spring Progress Report to the Board of Supervisors** (Helman)
   - The Executive Committee will develop topics and due dates for the Commission.
   - Tentatively planning for presentations completed by May 2026, reported in June 2026.

10. **Marg Ling Award** (Helman, Beards)
    - Reviewed and discussed modifying the procedures for selecting a 2026 nomination.
    - Discussion Ideas: The award could be used as a recognition of a model that supports the aging or disabled community.
    - The award is usually given in May.
    - Request will be sent to the full Commission for nominations.

11. **Standing & Ad Hoc Committee Report** (Helman)

Standing Committee: No Wrong Door

The Committee will provide an update on the progress of the work.
Interim-Chair: Suzane Edwards
Next meeting scheduled for February 24th, 2026.

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Ad Hoc Committee:

- Website Design

Ad Hoc group to develop recommendations for updates to the Commission webpage to make it more welcoming, informative, and simple to navigate.
Lead: Jaime Peñaherrera
Due: March 4, 2026

- Committee is reviewing the current website and will provide recommendations for changes/edits they would like to see.

- FY 26/27 Area Plan Objectives

Ad Hoc group to develop recommendations for FY 2026-27 objectives in the Area Plan – Year 2 Update.
Lead: Deanna Shaat
Due: March 4, 2026

- Prioritizing the Area Plan.

- Legislative Ad Hoc – New

Coming up with questions for the Legislative Representatives for the April 2026 meeting.
Lead: TBD
Due: March 1, 2026

- Ad Hoc will not be stood up with the Commission. The Executive Committee will recommend questions based on those topics.
- Cody Milner will review the current list of upcoming bills.

- Research Report Topic #2 – *New*

Lead: TBD
Due: June 3, 2026

- Table Ad Hoc creation until March.

- Community Convening Topic #2 – *New*

Lead: TBD
Due: April 15, 2026

- Jenny Helman will reach out to Eddie Estrada regarding the Expo project.
- Table Ad Hoc creation.

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

13. **Adjourn** (Helman) (12:32PM)

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SONOMA COUNTY
AGING & DISABILITY COMMISSION
Executive Committee Meeting

Upcoming Events:

- Commission Meeting: Wednesday, February 18, 2025, from 1:00 PM – 3:00 PM
- Executive Meeting: Tuesday, March 10, 2025, from 11:00 AM – 12:30 PM
- Commission Meeting: Wednesday, March 18, 2025, from 1:00 PM – 3:00 PM
    - Area Plan Public Hearing at 1PM
- California Senior Legislature Applications Due March 31, 2026
    - To be sworn in during the October 2026 Annual Legislative Session

Legislative Representatives to be invited to the April 2026 Commission Meeting

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Proposed ad hoc committee
No Wrong Door Committee Work Plan
3/18/26

Ad hoc committee procedures:

- The Commission may establish an ad hoc committee **to complete a specific task within a limited time frame**.
- The number of members must be less than a quorum of the Commission.
- Meetings are exempt from Brown Act requirements, so can be on Zoom or by email.
- Meetings do not require staff support, but staff may be asked for help if needed.

The Executive Committee has proposed establishment of a new ad hoc committee:

No Wrong Door Committee Work Plan

Background: The No Wrong Door standing committee meets 3 times per year (February, June, and October). At their February meeting, members drafted work plan activities that need to be prioritized and publicly approved before work can begin. This proposed ad hoc committee will prioritize work plan activities so the plan can be discussed and publicly approved at the April Commission meeting.

Specific Task: **Finalize the No Wrong Door Committee work plan.**

Committee will:

- Prioritize activities drafted at the February NWD Committee meeting.
- Draft a timeline for activities from April 2026 to June 2027.
- Outline specific implementation for first steps from April to June 2026.
  - What will be done?
  - By whom?
  - By when?
  - Reported where and when?

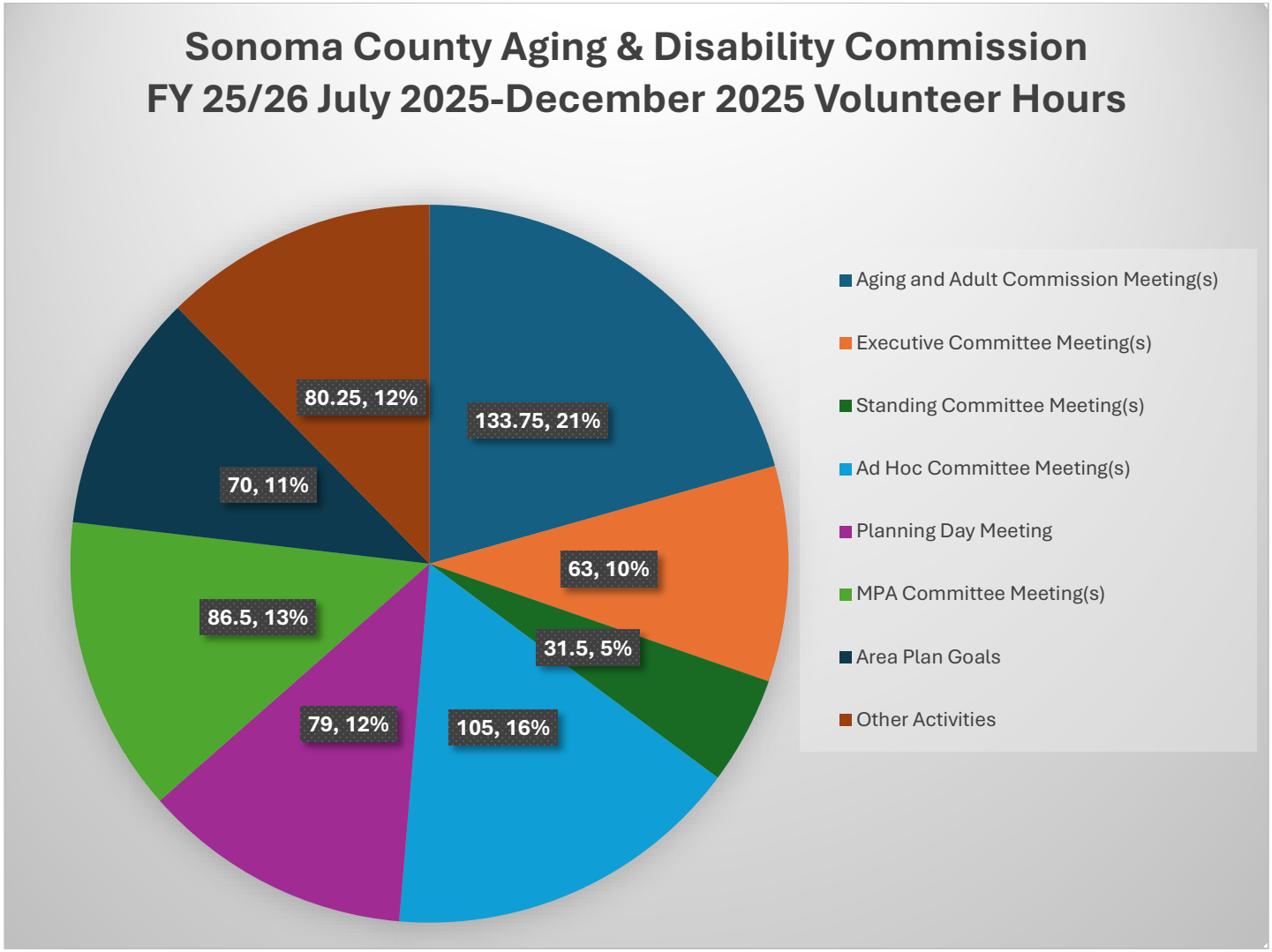
Logistics:

- As NWD Committee Chair, Suzanne will be the Lead of this committee.
- Members of this committee are the members of the NWD committee: Suzanne, Priyanka, Jenny, Robin, and Trayce. (One additional Commission member can serve on this ad hoc committee if interested.)
- The first meeting is Thursday, March 26th at 3:15pm. Jenny shared a Zoom link.

Time Frame: **Submit work plan proposal to Jenny and Cody by April 9, 2026.**

Commission task for today:

Take a vote on establishing the committee.


Sonoma County Aging & Disability Commission
FY 25/26 July 2025-December 2025 Volunteer Hours
133.75, 21%
63, 10%
31.5, 5%
105, 16%
79, 12%
86.5, 13%
70, 11%
80.25, 12%
Aging and Adult Commission Meeting(s)
Executive Committee Meeting(s)
Standing Committee Meeting(s)
Ad Hoc Committee Meeting(s)
Planning Day Meeting
MPA Committee Meeting(s)
Area Plan Goals
Other Activities

SONOMA COUNTY
AGING & DISABILITY COMMISSION
Commission Meeting

Location:	Carnelian Conference Room, 3725 Westwind Blvd. Santa Rosa 95403
Date:	Wednesday, March 18, 2026
Time:	1:00 PM – 3:00 PM
Public Zoom Link:	https://zoom.us/j/97845062226?pwd=2LdD46H2bzPmbir6F7FFerP9E563Aj.1
Meeting Details:	Phone Number: 1 (669) – 444 – 9171 Meeting ID: 943 1192 7709 Passcode: 768493

Mission: The Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers.

Agenda

1:00 1. Welcome and Commission Member Introductions — Helman

Commission Members, whether in person or virtually, will introduce themselves. Member introductions will include their Name, City of Residence, District (1-5), and Supervisor's Name.

Members participating virtually will need to disclose if there is anyone over the age of 18 in the room with them.

Members of the public will have the opportunity to introduce themselves during Public Comment.

1:05 2. New Commission Member Application – Action — Helman

The Commission will consider the appointment of a new member to fill a Commission-Elected seat vacancy. The Executive Committee has reviewed the submitted application and is recommending the applicant for appointment. The Commission will discuss the nomination and take action to vote on and elect the applicant to serve as a member of the Commission.

1:10 3. Public Hearing - FY 2024 – 2028 Area Plan Update: Year 2 FY 25/26 — Souza-Milner

The AAA will provide an update on the current four-year Area Plan. The presentation will include updates on AAA-funded services, goals for next

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fiscal year, and time for public comment on the Area Plan. Public comments will be limited to three (3) minutes per speaker.

1:55 **BREAK**

2:00 4. Approval of the 02.18.2026 Commission Meeting Minutes — Helman
The Commission will review the meeting minutes and may approve them as presented or with modifications.

2:02 5. Public Comment and Commission Member Open Forum
The public may address the Commission on any items on the agenda and on matters within the Commission's jurisdiction. The Committee cannot take action on non-agenda items. Public comments will be limited to three (3) minutes per speaker.

- *In-person attendees who wish to speak may indicate their request to speak during this time. When recognized by the Chair, please state your name and begin your comments.*

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2:05 6. Chair Updates — Helman
The Chair will provide updates for the Commission to review and discuss.
- Marge Ling Nominations Update

2:20 7. Director Updates: — Dunaway

Director Update:
The AAA Director will provide updates on relevant matters for the Commission, including recent developments or upcoming events.
- County Budget Update
- Federal Budget Update

2:25 8. Staff Update: — Souza-Milner, Huntsperger
The AAA Staff will provide updates on relevant matters for the Commission, including recent developments or upcoming events.

2:20 9. Written Report Discussion — Helman
The Commission will discuss the written reports attached to the agenda.

2:25 10. Recruitment Member Task Update — Helman
Discussion on the progress of the Recruitment Member Task.

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2:35 11. Board of Supervisors Meeting – Fall 2025 & Spring 2026 — Helman

Spring 2026: Meetings with the Supervisors should be completed by May 2026

2:40 12. Standing & Ad Hoc Committee Report — Helman, Edwards

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

- Standing Committee: No Wrong Door
  The Committee will provide an update on their work.
  Interim Chair: Suzanne Edwards
  Vice Chair: Priyanka Varma

- Ad Hoc Committee:
  - Website Design - Action
    Ad Hoc group to develop recommendations for updates to the Commission webpage to make it more welcoming, informative, and simple to navigate.
    Lead: Jaime Peñaherrera
    Due: March 4, 2026

  - FY 26/27 Area Plan Objectives - Action
    Ad Hoc group to develop recommendation for FY 2026-27 objectives in the Area Plan – Year 2 Update.
    Lead: Deanna Shaat
    Due: March 4, 2026

  - Community Convening Topics #2
    Develop a Panel for a local Senior Expo
    Lead: Eddie Estrada
    Due: April 15, 2026

  - Legislative Ad Hoc (New) – Action
    Coming up with questions for the Legislative Representatives
    Lead: Robin Thompson
    Due: March 30, 2026

  - No Wrong Door Ad Hoc (New) – Action
    Prioritize work plan activities so the plan can be discussed and approved by the Commission.
    Lead: TBD
    Due: TBD

3:00 13. Adjourn — Helman

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Attachments:

Minutes (02.18.2026), Public Hearing Presentation, Commission Application – Confidential, No Wrong Door Ad Hoc Proposal, Sonoma Seniors Today Spotlight on Jenny Helman, Ad Hoc Website Design Recommendation, and Member Recruitment Task Report

Written Reports:

MPA/LADAP Written Report

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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: Rick Baum, Suzanne Edwards, Terry Kelley, Jaime Peñaherrera, Alain Serkissian, Priyanka Varma, Eddie Estrada, Heather Hannan-Kramer
AAA Director: Paul Dunaway
Community Services Program Manager: Cody Souza-Milner

Upcoming Events:

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    - 475 City Center Drive, Rohnert Park

Upcoming ADRU Table Events:

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