



SONOMA COUNTY AGING & DISABILITY COMMISSION

Executive Committee Meeting



Location: Carnelian Conference Room,
3725 Westwind Blvd. Santa Rosa 95403

Date: Wednesday, August 26, 2026

Time: 3:30 PM – 4:30 PM

Public Zoom Link: <https://zoom.us/j/94311927709?pwd=kikqe60FaFWgRglOc3alaXRavo.pRWo.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

- 3:30 **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.*
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- 3:32 **2. 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.*

3:35	3. Work Plan Development <i>The Executive Team will complete the Work Plan that was developed from Planning Day.</i>	Souza-Milner
4:30	4. Adjourn	Helman

Attachments

Notes from June 2026 Planning Day

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@SonomaCounty-HSD.gov or (707) 565-5238 at least 48 hours prior to the meeting. To be added to the AAA Newsletter, email AAA@SonomaCounty-HSD.gov.

Executive Committee:

Chair: Jenny Helman

Vice Chair: Robin Thompson

Secretary: Deanna Shaat

Former Chair: Diane Spain

Parliamentarian: Trayce Beards

AAA Program Manager: Cody Souza-Milner



Sonoma County's Aging & Disability Commission Goals and Work Plan for FY 2026/27

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Commission Mission Statement

The Sonoma County Aging & Disability Commission gives voice to the diverse needs of Sonoma County's older adults, people with disabilities, and their caregivers, advocating for services and supports that maintain people's dignity and independence.

The purpose and authority of the Commission defined by legislation and regulations regarding its three roles as:

1. Advisory to the Board of Supervisors (BOS),
2. Advisory council to the Area Agency on Aging (AAA), and
3. Advisory Committee to the Aging & Disability Resource Hub (ADRH)

Commission's Goals Overview

The Commission's Goals describes how the Commission will understand community needs, analyze information, advise decision-makers, and strengthen community voices. This document guides Commissioners by outlining the goals and activities for the work plan period, with each activity designed as a clear, actionable step toward achieving those goals.

Commissioners should apply all four goals to the area(s) of focus selected for the year. The goals are not intended to be linear or isolated; rather, they operate as a connected cycle of learning, analysis, communication, and community engagement. By applying each goal to the chosen focus area, the Commission ensures its work remains responsive to community experience, grounded in data, and aligned with its advisory responsibilities.

Areas of Focus

- Unhoused Older Adults
- Transportation
- Disability Programs/Services
- Legislation
- Community Visibility and Public Awareness
- Rural Communities
- Care Management (Navigation)
- Caregiving (services)
- Senior Isolation

Goal 1: Listening & Learning

By June 30, 2027, the Commission will collect and synthesize information from community members, service providers, and peer organizations (i.e. Commissions, Boards, Advisory Councils, etc) within the selected area(s) of focus, ensuring it identifies emerging needs, recognizes service gaps, and integrates community voice into decision-making.

Activities:

- Collect information about the area(s) of focus
- Learn justice, rights, or equity frameworks relevant to the focus population
- Perform an initial data search to understand existing resources

- Identify and map service networks in the selected area of focus
- Identify available county services for priority populations
- Identify barriers and concerns for the area of focus
- Make contact with other commissions, boards, or advisory councils and educate ourselves about their work
- Conduct interviews with providers within and outside the county network
- Talk with local community groups to understand community needs
- Document unmet needs and system gaps identified during listening work

Goal 2: Analyzing Data & Information

By June 30, 2027, the Commission will review, analyze, and report data related to the selected area(s) of focus, producing timely insights that inform recommendations, strategies, and advocacy priorities.

Activities:

- Analyze and evaluate data gathered
- Analyze data and reports from other commissions, boards, or advisory councils and outline actionable steps
- Synthesize reports from partners and peer commissions
- Identify opportunities for advocacy
- Develop reports or summaries with recommendation based on data analysis
- Prepare written reports
- Create a report for stakeholders, i.e. the Board of Supervisors, AAA, and ADRH

Goal 3: Advising & Advocating

By June 30, 2027, the Commission will strengthen its advisory and advocacy impact by creating consistent communication tools and recommendations specific to the selected area(s) of focus, ensuring decision-making receive clear, data-driven guidance informed by community experience and need.

Activities:

- Develop a presentation describing what information the Commission collected and what the recommendations are
- Practice or refining Commission elevator pitches
- Highlight key issues that require attention
- Submit reports for the Commission, the Board of Supervisors, AAA, ADRH, or to relevant county departments
- Provide follow-up reports back to the Commission
- Conduct legislative advocacy (letters and calls)
- Share information through social media or newspaper outreach

- Host community conversation, showcases, or presentations of findings during Commission meetings

Goal 4: Outreach & Recruitment

By June 30, 2027, the Commission will conduct outreach and recruitment efforts to attract diverse, well qualified, and community connected individuals, especially those with lived experience relevant to the selected area(s) of focus, to ensure representation aligns with Commission priorities.

Activities:

- Identify representation gaps and define types of members needed
- Identify stakeholder groups to reach out to
- Establish a standing recruitment committee
- Develop personalized elevator pitches for each group
- Create presentations and identify presenters
- Build relationships with partners connected to focus areas
- Meet with two or three other commissions to align work
- Assign recruitment tasks to Commissioners
- Begin outreach to identified groups
- Deliver presentations to identified groups
- Recruit experts or officials relevant to focus areas for Commission or committee service

Commission Work Plan

July 2026 – June 2027

For FY 26/27, the Commission will focus on two priority areas that significantly affect quality of life, access to services, and community participation. These priority areas are Transportation and Disability Services. Both areas were selected because they have direct impact on independence, safety, social connection and the ability of residents to fully participate in community life.

The Transportation priority area will guide the Commission in understanding and responding to ongoing challenges related to service availability, affordability, safety and access to essential destinations. This focus will support efforts to reduce isolation, improve community participation and ensure residents can reliably reach services, medical care, and social activities.

The Disability Services priority area will center on identifying barriers faced by people with disabilities, strengthening access to supports, and expanding opportunities for meaningful community involvement. This focus includes improving navigation of services, communication access, provider availability and overall responsiveness to the needs expressed by people with disabilities and their caregivers.

Together, these two areas of focus will help the Commission deepen its understanding of community needs, elevate lived experience, and support more informed decision making throughout the year.

Area of Focus #1: Transportation

Transportation with a focus on how it impacts older adult social isolation and in rural communities.

GOAL 1: Listening & Learning

Understand how transportation barriers contribute to social isolation for older adults in rural communities.

Timeframe: July 2026 to December 2026

Activities:

- Identify network of services
- Identify and collect information from older adults, caregivers, transportation providers, senior centers, and rural community groups.
- Review local data on transportation availability, usage and gaps in rural areas.
- Summarize key challenges related to cost, distance, reliability, safety and eligibility.

Recommended Groups to Engage

- Council on Aging
- Sonoma County Transit or similar local transit agencies
- Volunteer driver programs
- Rural senior centers such as Healdsburg Senior Center, Cloverdale Senior Center, and Sebastopol Area Senior Center
- Tribal communities such as Dry Creek Rancheria and Kashia Band of Pomo Indians

Recommended Locations:

- Rural community centers
- Mobile home parks
- Rural libraries
- Food distribution sites
- Health clinics in remote areas

GOAL 2: Analyzing Data & Information

Identify service gaps and opportunities to improve transportation access for rural older adults.

Timeframe: October 2026 to March 2027

Activities:

- Compare what older adults say they need with what transportation programs currently provide
- Review model programs from similar rural counties
- Identify opportunities such as ride coordination, volunteer driver expansion, on demand shuttle service and rural specific support
- Analyze data and reports from other partners
- Develop and prepare written reports or summaries (include recommendations)
- Identify funding opportunities
- Develop Showcases

Recommended Groups to Engage:

- Area Agency on Aging
- Program managers from neighboring counties with rural transit programs
- Local nonprofit providers that transport older adults
- Faith based organizations that offer rides

Recommended Locations:

- County transportation planning meetings
- Regional advisory council meetings
- Rural town council meetings

GOAL 3: Advocating and Advising

Amplify community voice to ensure older adult experiences guide transportation decision making.

Timeframe: January 2027 to June 2027

Activities:

- Hold listening sessions with rural older adults to gather lived experience.
- Attend events in rural communities to hear directly from residents.
- Share community feedback with transportation planners, the Board of Supervisors, AAA, and ADRH.
- Identify sustainable funding
- Practice Elevator Pitch

Recommended Groups to Engage:

- Rural community coalitions
- Family resource centers
- Health care partners serving older adults
- Local community leaders in outlying towns

Recommended Locations:

- Grange halls
- Farmers markets in rural communities
- Mobile health clinic sites
- Rural libraries and community rooms

GOAL 4: Outreach & Recruitment

Strengthen Commission representation with individuals who understand rural transportation challenges.

Timeframe: July 2026 to June 2027

Activities:

- Conduct outreach to individuals with lived or professional experience in rural transportation, aging, or caregiving.
- Visit rural groups and service providers to encourage applications for Commissioner roles.
- Develop Social Media post or newspaper post
- Set up Standing Committee and/or assign recruitment tasks to Commissioners
- Create Presentations and conduct presentations with identified groups

Recommended Groups to Engage:

- Senior service providers in rural areas
- Caregiver networks
- Volunteer driver coordinators

- Advocacy groups focused on aging or mobility

Recommended Locations:

- Senior housing communities
- Rural satellite offices of community based organizations
- Local events in smaller towns such as Guerneville, Cloverdale, and Monte Rio

Transportation Timeline

Goal 1	Goal 2	Goal 3	Goal 4
7/26 – 12/26	10/26 – 3/27	1/27 – 6/27	7/26 – 6/27
Collect information from older adults, caregivers, transportation providers, senior centers, and rural community groups.	Compare what older adults say they need with what transportation programs currently provide.	Hold listening sessions with rural older adults to gather lived experience.	Conduct outreach to individuals with lived or professional experience in rural transportation, aging, or caregiving.
Review local data on transportation availability, usage and gaps in rural areas.	Review model programs from similar rural counties.	Attend events in rural communities to hear directly from residents.	Visit rural groups and service providers to encourage applications for Commissioner roles.
Summarize key challenges related to cost, distance, reliability, safety and eligibility.	Identify opportunities such as ride coordination, volunteer driver expansion, on demand shuttle service and rural specific support.	Share community feedback with transportation planners and local leaders.	Monitor membership to ensure representation aligns with community priorities.

Area of Focus #2: Disability Services

The disability services area of focus will guide the Commission in understanding barriers that people with disabilities experience and in identifying ways to improve access, support and participation in community life.

Goal 1: Listening & Learning

Understand how disability service barriers affect daily living, independence and community participation for people with disabilities.

Timeframe: July 2026 to December 2026

Activities:

- Identify network of services
- Collect information from people with disabilities, caregivers, disability advocates, service providers and community organizations
- Review available data on disability services, accessibility issues and service gaps
- Contact similar Commissions, Boards, or Advisory Councils
- Summarize key barriers such as transportation limits, communication access issues, long wait times, limited provider availability, affordability concerns, etc.
- Attend community events to gather feedback and lived experience

Recommended Groups to Engage:

- Independent Living Centers (DSLC)
- Disability advocacy organizations
- Regional Center representatives
- In Home Supportive Services partners
- Disability service providers, therapists and case managers
- Tribal disability programs
- Special education local plan area teams

Recommended Locations:

- Community centers
- Disability resource hubs
- Libraries
- Health clinics
- Schools and family resource centers
- Community events

GOAL 2: Analyzing Data & Information

Identify service gaps and opportunities to improve disability services across the county.

Timeframe: October 2026 to March 2027

Activities:

- Compare the needs people express with the services currently available
- Review successful disability service models from other counties or states
- Identify opportunities such as mobile services, assistive technology access, improved communication supports, expanded care provider availability, streamlined service navigation, etc.
- Analyze data and reports from other commissions, boards, or advisory councils and outline actionable steps
- Develop and prepare written reports or summaries (include recommendations)
- Identify funding opportunities
- Develop Showcases

Recommended Groups to Engage:

- Regional Centers
- Disability rights organizations
- County human services staff
- Nonprofit disability service agencies
- Providers of mental health, developmental disability and physical disability supports
- Neighboring counties with strong disability programs
- Identify funding opportunities

Recommended Locations:

- Accessibility and inclusion advisory meetings
- Multi agency planning groups
- Disability provider networks
- Community based organization meetings

GOAL 3: Advocating & Advising

Amplify disability community voice so lived experience guides service planning and decision making.

Timeframe: January 2027 to June 2027

Activities:

- Develop templates for presenters of data and information
- Practice or refine “elevator pitch”
- Report out to Commission (highlight Partner success stories)
- Hold listening sessions with people with disabilities and caregivers
- Share data and reports with disability service planners, the Board of Supervisors, AAA, and ADRH.

Recommended Groups to Engage:

- Disability advocacy groups
- Family resource centers
- Health providers and behavioral health partners

- Parent and caregiver support groups
- Peer support and self advocacy networks

Recommended Locations:

- Community rooms
- Public meetings
- Resource fairs
- Libraries
- Accessible event spaces

GOAL 4: Outreach & Recruitment

Strengthen Commission representation with individuals who understand disability needs and community priorities.

Timeframe: July 2026 to June 2027

Activities:

- Conduct outreach and presentations to individuals with lived or professional experience or service providers in disability services, accessibility or caregiving
- Meet with disability service providers and community organizations to encourage applications for Commission roles
- Review membership to ensure representation reflects disability community needs
- Develop Social Media post or newspaper post.
- Set up Standing Committee and/or assign recruitment tasks to Commissioners
- Deliver the presentations to the identified groups

Recommended Groups to Engage:

- Disability service providers
- Caregiver networks
- Assistive technology specialists
- Disability rights advocates
- Peer support programs

Recommended Locations:

- Disability service agencies
- Community based organizations
- Schools and transition programs
- Local community events and resource fairs

Disability Services Timeline

Goal 1	Goal 2	Goal 3	Goal 4
7/26 – 12/26	10/26 – 3/27	1/27 – 6/27	7/26 – 6/27

Collect information from people with disabilities, caregivers, disability advocates, service providers and community organizations	Compare the needs people express with the services currently available	Hold listening sessions with people with disabilities and caregivers	Conduct outreach to individuals with lived or professional experience in disability services, accessibility or caregiving
Review available data on disability services, accessibility issues and service gaps	Review successful disability service models from other counties or states	Attend community events to gather feedback and lived experience	Meet with disability service providers and community organizations to encourage applications for Commission roles
Summarize key barriers such as transportation limits, communication access issues, long wait times, limited provider availability and affordability concerns	Identify opportunities such as mobile services, assistive technology access, improved communication supports, expanded care provider availability and streamlined service navigation	Share community input with disability service planners, County leaders and partner organizations	Review membership to ensure representation reflects disability community needs



Sonoma County's Aging & Disability Commission Goals and Work Plan for FY 2026/27

Commission Mission Statement

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Areas of Focus for Commission Knowledge Building

- Unhoused Older Adults
- Transportation
- Disability Programs/Services
- Legislation
- Community Visibility and Public Awareness
- Rural Communities
- Care Management (Navigation)
- Caregiving (services)
- Senior Isolation

Goal 1: Advising & Advocating

The Commission will develop and present regular reports, briefs, and data-driven presentations that clearly translate community needs and experiences into actionable guidance for decision-makers. These materials will highlight the key issues and provide specific recommendations outlining the actions needed from stakeholders.

Activities:

- Submit reports and/or presentations to the Commission, the Board of Supervisors, AAA, ADRH, or to relevant county departments
- Conduct legislative advocacy (letters and calls)

Goal 2: Outreach & Recruitment

The Commission will increase its outreach and recruitment efforts by filling vacant seats while actively engaging community members to attend and participate in meetings. These efforts will focus on attracting diverse, well-qualified, and community-connected individuals, especially those with lived experience, to ensure representation aligns with the Commission's priorities.

Activities:

- Build relationships with partners connected to focus areas
- Meet with two or three other commissions to align work
- Assign recruitment tasks to Commissioners
- Recruit experts or officials relevant to focus areas for Commission or committee service

Commission Work Plan

July 2026 – June 2027

Goal 1: By June 30, 2027, the Commission will develop two (2) reports and/or presentations highlighting community concerns, issues and recommendations to stakeholders regarding Transportation and Disability Programs/Services.

Roadmap for creating reports and presentations:

- Step 1: Collecting and synthesizing information
- Step 2: Analyzing Data & Information to inform key issues and recommendations
- Step 3: Developing Reports and Presentations Commissions can use for advocacy

Outcomes to be Answered in Report/Presentation:

1. What are the barriers, concerns, etc. being examined in this report/presentation?
2. How many people are impacted?
3. What are the advocacy recommendations to address the concerns?

Timeline:

Topic: Transportation and Disability Services			
0-3 months	3-6 months	6-9 months	9-12 months
Step 1: • Identify and invite Orgs/SMEs, community	Step 2: • Review data received and determine key	Step 3 • Write reports and develop presentations	Conduct Presentations, and/or present reports to stakeholders

members, etc to talk about barriers and concerns	issues and recommendations		

Goal 2: By June 30, 2027, the Commission will conduct outreach to recruit community members to fill the seven (7) vacant Commission seats.

Roadmap for creating reports and presentations:

- Step 1: Identify the areas of representation needed on the Commission.
- Step 2: Reach out to invite identified individuals to Commission meetings.
- Step 3: Follow up with individuals invited to get feedback.
- Step 4: Report back to Commission

Outcomes:

1. Increase public awareness of meetings
2. Invite community representation to join the commission

Timeline:

Topic: Commission invites:			
0-3 months	3-6 months	6-9 months	9-12 months
Invite Tribal Representation	Follow up with Tribal Representation after visit		Report back to Commission
	Invite LGBTQIA+ Representative	Follow Up with representative	Report back to Commission
		Invite Veteran Representative	Report back to Commission Follow Up with Representative