



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE
1020 N Street, Room 513, Sacramento, CA 95814
Phone (916) 552-8056 Fax (916) 552-8013
www.4csl.org

NOTICE OF JOINT RULES COMMITTEE MEETING

Monday, February 6, 2012

1:00 p.m. – 4:00 p.m.

Tuesday, February 7, 2012

9:00 a.m. – 4:00 p.m.

Wednesday, February 8, 2012

9:00 a.m. – 1:00 p.m.

The Vagabond Inn
909 Third St, Sacramento, CA 95814

JOINT RULES COMMITTEE
AGENDA

Chair: Senior Assembly Member Don MacAllister

Vice Chair: Senior Senator Joe Cox

Vice Chair: Senior Assembly Member Evelyn Tom

Senior Senators Jim Levy, Kitty Mesler, Bruce Steir, and Carla Treuting

Senior Assembly Members Herb Schwartz, Bernie Weintraub, and Ellie Bloch

Immediate Past Chair: Senior Assembly Member Richard Dahlgren

Chair, Legislative Committee: Senior Assembly Member Julia Rosenberg

Members of the public may be heard on any item on the California Senior Legislature (CSL), Joint Rules Committee Agenda. Comments by members of the public on an agenda item will be allowed only during discussion of the item by the committee. Comments by members of the public on an item not on the agenda will only be allowed under Public Comments (Item IV). No action can be taken on any item not on the agenda whether discussed by members of the public or by members of the committee.

I. Call to Order (MacAllister)
Invocation (Evelyn Tom)
Pledge (Joe Cox)

II. Roll Call

III. Introductions

IV. Public Comments

(This section is for members of the public only; and is to provide the public an opportunity to comment and/or present information on any matter that is not on the agenda. Each public member will be afforded up to three minutes to speak. Written requests, if any, will be considered first under this section.)

(Over)

Mission: To Improve the Quality of Life for Aging Californians

Funded by the California Fund for Senior Citizens – FTB, Code 402

DISCUSSION/ACTION ITEMS

- V. Approve Agenda of February 6, 2012 JRC Meeting
- VI. Approve Minutes of January 9, 2012 JRC Meeting
- VII. Correspondence (MacAllister)
 - A. Informational e-mails/correspondence from Members and others
- VIII. Sub-Committees Reports
 - A. Budget & Finance (Schwartz)
 - B. Public Relations and Fund Development (Steir)
 - C. Policies & Procedures (Weintraub)
 - D. Session Planning (Tom/Cox)
- IX. Legislative Committee Report (Rosenberg)
- X. Chair's Report (MacAllister)
Consulting Executive Director Report (Smith)
- XI. Old Business (MacAllister)
 - A. Review the dates discussed for Joint Rules, Legislative Committees and Annual Session (see **UPDATED** list attached)

Joint Rules Committee

February 6-8, 2012
April 10-11, 2012
June 11-14, 2012
September 11-12, 2012

Legislative Committee

February 7-8, 2012
April 11-12, 2012
May 22-23, 2012
September 11-12, 2012
June 11-14, 2012
July 10-11, 2012

32nd Annual Legislative Session dates are October 29-November 1, 2012

- B. California Meeting Management Program - 2012 Session status
- C. Budget Reports:
 - (1) California Fund for Senior Citizens (Code 402), Primary Operating
 - (2) Carry-over Funding – Special Projects Operating
 - (3) Surplus Money Investment Fund (SMIF)
 - (4) California Foundation on Aging (CSL Fund)
- XII. New Business (MacAllister)
 - A. Five-Year Strategic Planning and Budgeting
 - B. Developing Special Projects/Focus Areas/Budget for 2011-12, 2012-13
 - C. Recruitment of new Office Technician, status
- XIII. Meeting recessed until Wednesday, February 8, 2012 at 9:00 a.m.

Pursuant to Government Code Sections 11123.1 and 11125(f), individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, should contact Crystal Wallace at the CSL office by phone, (916) 552-8056, or email her at cwallace@senioleg.ca.gov. Requests must be received by Friday, February 3, 2012. JRC and Subcommittee meetings are held in barrier-free facilities in accordance with the Americans with Disabilities Act. Please contact the office to RSVP for this meeting. Information regarding JRC agendas and meeting minutes may be obtained at www.4csl.org or by writing to the California Senior Legislature, 1020 N Street, Suite 513, Sacramento, CA 95814.



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2012 Meeting Schedule

Joint Rules Committee (JRC)
and
Legislative Committee (Leg.)

JOINT RULES COMMITTEE

February 6 - 8
April 17-18
June 11-14: Mid-Year Training Conference, Southern California
September 10-11

General meetings will be located at the Vagabond Inn Executive, Sacramento, CA unless otherwise notified.

LEGISLATIVE COMMITTEE

February 7- 8
April 11-12
May 22-23: Assign Proposals to Committees
June 11-14: Mid-Year Training Conference, Southern California
July 10-11
September 11-12

General meetings will be located at the Vagabond Inn Executive, Sacramento, CA unless otherwise notified.

We will try to have an overlap of one day with both Committees when possible. The Southern California Training Conference we will set aside time for both Committees to have separate meetings. Both Committees are expected to participate in the Conference Training. We may also try a teleconference using a toll free conference line for one of our meetings this year to see if it is practical.

*2012 Annual Session is **Scheduled** for
October 29- November 1, 2012 at the Citizen Hotel

Mission: To Improve the Quality of Life for Aging Californians

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3/5/2012

FRANCHISE TAX BOARD
STATUS REPORT - VOLUNTARY CONTRIBUTION FUNDS
CALIFORNIA FUND FOR SENIOR CITIZENS

	2012 Minimum contribution requirement \$250,000		2011 Minimum contribution requirement \$250,000		2010 Minimum contribution requirement \$250,000		2009 Minimum contribution requirement \$250,000		2008 Minimum contribution requirement - \$250,000	
	Items Processed	Valid Contributions	Items Processed	Valid Contributions	Items Processed	Valid Contributions	Items Processed	Valid Contributions	Items Processed	Valid Contributions
Totals	0	\$0	25,895	\$308,763	25,442	\$296,144	30,068	\$330,646	28,956	\$288,695
January			956	\$6,615	769	\$5,941	1,167	\$9,558	877	\$6,182
February			4150	\$42,922	4,367	\$44,166	4,869	\$50,902	4,268	\$40,343
March			4410	\$51,364	4,650	\$54,204	5,347	\$56,254	5,821	\$52,637
April			7889	\$104,763	6,564	\$85,550	8,901	\$105,983	7,447	\$80,123
May			4687	\$46,915	3,684	\$35,840	5,038	\$45,214	6,993	\$57,240
June			1621	\$21,553	3,753	\$39,686	2,927	\$34,557	1,346	\$14,111
July			591	\$5,795	238	\$2,138	203	\$1,913	608	\$11,411
August			337	\$4,113	198	\$2,029	246	\$2,419	276	\$2,667
September			188	\$2,109	183	\$3,418	248	\$2,375	217	\$1,987
October			579	\$10,416	469	\$6,419	491	\$14,240	443	\$12,217
November			441	\$11,835	471	\$16,196	514	\$6,164	559	\$8,300
December			46	\$363	96	\$557	117	\$1,067	101	\$1,477

Note: All data is calendar year

**Consulting Executive Director/Office Technician/Retired Annuitant Activity Report
February 6, 2012 (PERIOD OF January 9, 2012 – February 6, 2012)**

Administrative

Communication and coordination with the State Controller's Office (Human Resources) in the process of recruitment and hiring of new Office Technician.

Coordinated and implemented review of 26 applicants, scheduled interview, coordinated preliminary and final interview process. Ensured engagement of Joint Rules Committee members in process.

Closely supervised outgoing Office Technician and Retired Annuitant in managing tasks and planning for the transition period prior to new hire.

Established coverage of day-to-day operations following departure of Office Technician by retaining Retired Annuitant with experience in CSL activities

Continual communication with CFoA Treasurer regarding CSL fund balance and processing of 2011 Session outstanding payments.

Supported preparations and planning for JR and Legislative Committee meetings, reported on budget and meeting planning issues.

Membership

Follow-up on tasks related to the 2011 Session, including services rendered during the session, specifically the completion of member's Travel Expense Claims. Sent out two mass e-mail updates to members.

Managed communications with Meeting Specialists at the Department for General Services (DGS) regarding the planning and management of the 2012 Session lodging and banquet. In addition, initiated planning process related to the June 2012 mini-conference.

Promoted "Top Ten" CSL proposals through direct communication with legislative offices.

Promotion

Supported OT/RA in distribution of 2012 Priority Book, sent to all members, partners and Area Agencies on Aging.

Concentrated effort and communication with vendor in purchasing distribution services to send 30-sec and 60-sec public service announcements promoting Code 402.

Ongoing communication with vendor to work out payment for production of commercial promoting Code 402.

Ongoing communication with vendor to determine how to purchase radio market rating information for strategic placement of Code 402 public service announcements.

Acronyms:

SCO= State Controller's Office

CFoA= California Foundation on Aging

OT = Office Technician

RA = Retired Annuitant

Budget & Finance Sub-Committee Update
February 6, 2012

The latest budget summary report from the Department of General Services (DGS) reflects an available balance of \$143,718, as of December 31, 2011. This balance does not reflect the October 2011 Session expense in the amount of \$52,786.

The balance of the Surplus Money Investment Fund (SMIF) is \$812,000.

The Department of Finance (DoF) issued Budget Item 4185 California Senior Legislature 3-YR Expenditures and Personnel Years budget language (attached). The document reflects that an additional \$202,000 (carry-over funds) is available for spending in SFY 2012-13. Up to \$85,000 (of the \$202,000) may be spent beginning in January 2012. The carry-over funds are dollars that were not expended in previous fiscal years. The CSL may spend the carry-over funds for special projects such as advertising campaigns and educational conferences, consulting services and temporary administrative support.

The DoF also fielded questions regarding contributions to the CSL that made outside of the tax return Code 402 voluntary contributions process. In order to accept such funding, the CSL would need to set-up a Special Deposit Fund/Trust Fund which would create an account that CSL could use in supporting special projects. However, the CSL would need to follow the purchasing rules and regulations currently in effect.

The DoF referred CSL to the Attorney General's office regarding questions about setting up a 501 (c) 3 for the purposes of accepting funds and spending as needed. The AG's office referred the CSL to a local non-profit support center and/or a private attorney that specializes in public charities.

The Franchise Tax Board Status Report Voluntary Contribution Funds report reflects a total amount of \$308,763 as of December 31, 2011. (attached)

The CSL has not received the December 31, 2011 quarterly statement and detail from the California Foundation on Aging (CFoA). The following sponsors contributed to the 2011 October Session:

California Optometric Association	\$1,500
Kaiser Permanente	\$2,500
California Physical Therapy Association	\$750
Alzheimer's Aid Society of Northern California	\$1,000
Luxottica Retail (LensCrafters)	\$2,000
San Manuel Band of Mission Indians	\$2,500
California Podiatric Medical Association	\$1,500
Levi Strauss Foundation	\$2,400
Total	\$14,450

4185 California Senior Legislature

The California Senior Legislature was established in 1980 for the purpose of providing model legislation for older citizens and advocating for the needs of seniors.

3-YR EXPENDITURES AND PERSONNEL YEARS

	Personnel Years			Expenditures		
	2010-11	2011-12	2012-13	2010-11*	2011-12*	2012-13*
10 California Senior Legislature	1.0	1.0	1.0	\$266	\$277	\$480
TOTALS, POSITIONS AND EXPENDITURES (All Programs)	1.0	1.0	1.0	\$266	\$277	\$480
FUNDING				2010-11*	2011-12*	2012-13*
0983 California Fund for Senior Citizens				\$266	\$277	\$480
TOTALS, EXPENDITURES, ALL FUNDS				\$266	\$277	\$480

LEGAL CITATIONS AND AUTHORITY

PROGRAM AUTHORITY

Welfare and Institutions Code 9300; Revenue and Taxation Code 18724.

DETAILED BUDGET ADJUSTMENTS

	2011-12*			2012-13*		
	General Fund	Other Funds	Personnel Years	General Fund	Other Funds	Personnel Years
Workload Budget Adjustments						
Other Workload Budget Adjustments						
• Employee Compensation Adjustment	\$-	-\$1	-	\$-	\$-	-
• Carryover/Reappropriation	-	-	-	-	202	-
Totals, Other Workload Budget Adjustments	\$-	-\$1	-	\$-	\$202	-
Totals, Workload Budget Adjustments	\$-	-\$1	-	\$-	\$202	-
Totals, Budget Adjustments	\$-	-\$1	-	\$-	\$202	-

PROGRAM DESCRIPTIONS

10 - CALIFORNIA SENIOR LEGISLATURE

The objectives of the California Senior Legislature include:

- Identifying priority senior concerns.
- Developing legislative proposals in response to those concerns.
- Advocating for the inclusion of those concerns in legislative proposals of the State Legislature.

DETAILED EXPENDITURES BY PROGRAM

		2010-11*	2011-12*	2012-13*
PROGRAM REQUIREMENTS				
10	CALIFORNIA SENIOR LEGISLATURE			
	State Operations:			
0983	California Fund for Senior Citizens	\$266	\$277	\$480
	Totals, State Operations	\$266	\$277	\$480
TOTALS, EXPENDITURES				
	State Operations	266	277	480
	Totals, Expenditures	\$266	\$277	\$480

EXPENDITURES BY CATEGORY

* Dollars in thousands, except in Salary Range.

4185 California Senior Legislature - Continued

1 State Operations	Positions/Personnel Years			Expenditures		
	2010-11	2011-12	2012-13	2010-11*	2011-12*	2012-13*
PERSONAL SERVICES						
Authorized Positions (Equals Sch. 7A)	1.0	1.0	1.0	\$36	\$35	\$35
Net Totals, Salaries and Wages	1.0	1.0	1.0	\$36	\$35	\$35
Staff Benefits	-	-	-	17	13	13
Totals, Personal Services	1.0	1.0	1.0	\$53	\$48	\$48
OPERATING EXPENSES AND EQUIPMENT				\$213	\$229	\$432
TOTALS, POSITIONS AND EXPENDITURES, ALL FUNDS (State Operations)				\$266	\$277	\$480

DETAIL OF APPROPRIATIONS AND ADJUSTMENTS

1 STATE OPERATIONS	2010-11*	2011-12*	2012-13*
0983 California Fund for Senior Citizens			
APPROPRIATIONS			
001 Budget Act appropriation	\$292	\$278	\$278
Adjustment per Section 3.60	2	-	-
Adjustment per Section 3.90	-2	-1	-
Adjustment per Section 3.91	-4	-	-
Prior year balances available:			
Item 4185-001-0893, Budget Act of 2006	134	134	134
Transfer from 4180-001-0983, Budget Act of 2005 per Chapter 633, Statutes of 2004	68	68	68
Totals Available	\$490	\$479	\$480
Unexpended balance, estimated savings	-22	-	-
Balance available in subsequent years	-202	-202	-
TOTALS, EXPENDITURES	\$266	\$277	\$480
TOTALS, EXPENDITURES, ALL FUNDS (State Operations)	\$266	\$277	\$480

FUND CONDITION STATEMENTS

	2010-11*	2011-12*	2012-13*
0983 California Fund for Senior Citizens ^M			
BEGINNING BALANCE	\$701	\$749	\$784
REVENUES, TRANSFERS, AND OTHER ADJUSTMENTS			
Revenues:			
215000 Income from Investments	3	2	2
299000 Miscellaneous Revenue	317	317	317
Total Revenues, Transfers, and Other Adjustments	\$320	\$319	\$319
Total Resources	\$1,021	\$1,068	\$1,103
EXPENDITURES AND EXPENDITURE ADJUSTMENTS			
Expenditures:			
1730 Franchise Tax Board (State Operations)	6	7	7
4185 California Senior Legislature (State Operations)	266	277	480
Total Expenditures and Expenditure Adjustments	\$272	\$284	\$487
FUND BALANCE	\$749	\$784	\$616

* Dollars in thousands, except in Salary Range.