



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE

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JOINT RULES COMMITTEE MEETING MINUTES

February 6–8, 2012

The Vagabond Inn

909 Third Street, Sacramento, CA 95814

Chair: Senior Assembly Member Don MacAllister

Vice Chair: Senior Senator Joe Cox

Vice Chair: Senior Assembly Member Evelyn Tom

I. Call To Order

The Joint Rules Committee Meeting was called to order by Chair, Don MacAllister at 1:10 pm.

Invocation by Senior Assembly Member Evelyn Tom

Pledge of Allegiance was led by Senior Assembly Member Herbert Schwartz

II. Roll Call

Present: Senior Senators: Joe Cox, Jim Levy, Bruce Steir, Carla Treuting
Senior Assembly Members: Don MacAllister, Evelyn Tom, Herbert Schwartz, Bernie Weintraub, Eleanor Bloch
Staff: Clare Smith (Consulting Executive Director), Elizabeth Thorstad (Office Technician)

III. Introductions

Don MacAllister introduced Elizabeth Thorstad as a part-time employee (Retired Annuitant) for the CSL office.

IV. Public Comments

No public comments.

Discussion/Action Items

V. Approve Agenda of February 6-8, 2012 JRC Meeting

Agenda stands as presented by Chair, Don MacAllister

VI. Approve Minutes of January 9, 2012 JRC Meeting

- A. Correction to Senior Assembly Members' Margaret Sowma and Bernie Weintraub, incorrectly referenced as Senior Senators.
- B. Section V (Correspondence) corrected Kitty Mesler's position as Senior Senator for Riverside County to San Bernardino County (PSA 20).
- C. Addition of June and September 2012 Legislative Committee meeting dates.
- D. Minutes approved as presented with corrections by Chair Don MacAllister.

Mission: To Improve the Quality of Life for Aging Californians

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

VII. Correspondence

Received correspondence from Senior Senator Kitty Mesler wishing CSL “all the best in the future.” Senior Senator Mesler announced her resignation during the previous January JRC meeting.

VIII. Sub-Committee Reports

A. Budget & Finance

Sub-Committee Chairman, Senior Assembly Member Herbert Schwartz presented on challenges with getting CSL carryover funds and state funds broken out and specified.

Clare Smith, Consulting Executive Director, provided 4 page document titled “Budget and Finance Committee. It was noted that updated January expenditures summary report was not available for this meeting. Additionally, the \$52,786.00 payment to the Hyatt Hotel was not included in the balance of \$143,000.00. (see “Budget & Finance Sub-Committee Updates” report attached)

B. Public Relations & Fund Development

Sub-committee Chairman, Senior Senator Bruce Steir provided an update on communications to all CSL members regarding visits to their local senior centers and dropping off brochures and 402 cards. Additionally, he suggested members can do local media releases to newspapers, etc. Further discussion ensued regarding ways to promote news articles regarding CSL.

Smith confirmed that the office has a sufficient supply of materials (brochures and post cards) on order and will shortly be available for all members.

Evelyn Tom gave suggestions and ideas of how she has promoted CSL and fundraising, including presentation to the Lions Club, local hospitals, health fairs and other community events.

The CSL will hold off on pursuing the WalMart –AARP project idea until after AARP has selected a new Advocacy Manager replacement. Following a lengthy discussion, it was suggested that the JRC Chair and Consulting Executive Director (ED) continue to work closely with the California Foundation on Aging (CFoA) because setting up a separate Special Deposit Fund in order to accept contributions (outside of the Income Tax Form and Code 402 method) into the state CSL fund would be extremely burdensome and take a long time to complete.

The JRC agreed that Fund Development efforts should be included as part of the Budget & Finance Sub-Committee.

C. Policies & Procedures

Sub-committee Chairman, Senior Senator Bernie Weintraub will meet with Senior Assembly Member Ellie Bloch and at the CSL

office to review the status of the Resource Manual. CSL staff and consulting E.D. will provide an update regarding the most recent revisions to the Manual. Following the meeting, the sub-committee will have a better idea about what sections need to be updated.

D. Session Planning

Sub-Committee Chairman, Senior Senator Joe Cox confirmed that the **October Annual Legislative Session 2012 is scheduled from October 29 – November 1, 2012**. The official CSL October Session 2012 hotel will be the **Citizen Hotel** located three blocks from the State Capitol. CSL Session Planning Sub-Committee member Senior Assembly Member Tom discussed the efforts to set-up transportation from the hotel to the capitol for members who need assistance. Senior Senator Joe Cox emphasized the importance of alerting the Capitol Staff well in advance regarding the Color Guard and permission to bring the flag into the building. Senior Senator Joe Cox and Senior Assembly Member Evelyn Tom will convene a work group to address session planning tasks, develop a schedule with roles and responsibilities and critical timelines. The meeting will be held at the CSL office in March and involve Elizabeth Thorstad, Retired Annuitant, the new Office Technician and Consulting ED, as well as Maryann Miller, who served as the 2011 Volunteer Coordinator.

E. Legislative Committee Report

Senior Assembly Member Julia Rosenberg, Chair of the legislative Committee provided an update on committee activities. The second round of team visits are scheduled for February 7th and 8th. Last month's visits were successful, and members are staying in touch with legislative staff and offices. The team Visit reports provided good feedback to members regarding legislative office reactions to proposals. So far, AP-15 (Senior Assembly Member Chuck Molnar) "Financial Elder Abuse: Money Transmitters" has been authored (AB 1525) by Assemblymember Michael Allen. A CSL sponsor/support letter has been sent. Nine proposals have been unbacked and are ready for legislative authors. For details, see attached spreadsheet. Chair Rosenberg emphasized the importance of reminding members to submit 2012 proposal ideas by the deadline of May 1, 2012 . The office will send out a reminder. Chair Rosenberg also underscored the importance of partnership with other organizations serving older adults. ("CSL – 2012 Legislation Updates" spreadsheet attached).

F. Chair's Report

Consulting Executive Director Report

Chair MacAllister provided some updates from the recent meeting with Department of Finance (DoF) and the upcoming meeting with the Department of General Service (DGS) staff. The meetings with the DoF have been very positive and helpful to CSL by clarifying the various state processes and rules. The meeting with the Procurement Division of the DGS is scheduled for February 7th and

will focus on the rules and procedures associated with allocating funds, and purchasing services and goods. As noted earlier, in order for the CSL to accept contributions outside of the (Code 402) California Fund for Senior Citizen's (as part of the filing of one's tax return), CSL would be required to set-up a Special Deposit Fund. The Fund would provide a tax deduction for donors, and the funding would be deposited into the SMIF account. The process for setting up the fund is complicated and the decision at this time is to continue to work with the CFoA, a 501(c) 3 non-profit organization as a method for accepting contributions.

Clare Smith, Consulting Executive Director (ED) updated members regarding the successful hire of Janice Bailey as the new Office Technician. Janice brings excellent experience and will be an asset to CSL. Smith recognized Elizabeth Thorstad and thanked her for helping with administrative operations during the current staffing transition. (See Consulting ED report attached.)

IX. Old Business

A. Joint Rules and Legislative Committee meeting dates

A schedule was distributed and reviewed. (See "2012 Meeting Schedule" attached)

B. California Meeting Management Program (CMMP)

As reported earlier by the Session Planning Sub-Committee, the CMMP has arranged for the **Citizen Hotel, located at 926 J Street, in Sacramento**. The CMMP provides free event planning services to state agencies. The CMMP will handle all logistical arrangements on behalf of the CSL. Lodging and banquet meals will be covered in advance for CSL members staying at the Citizen Hotel. However, CSL members will need to continue to make their airline reservations through the CSL office.

C. Budget Reports:

- (1) California Fund for Senior Citizen's
- (2) Carry-over Funding – Special Projects Operating
Chair MacAllister, Senior Assembly Member Herb Schwartz, Chair of the Budget & Finance Committee and Smith will meet to develop an operating budget for use in allocating the carry-over funds over the next 18 months. The main concern is the application of the rules and regulations associated with procurement and purchasing which significantly slows down the pace at which CSL can move on activities.
- (3) Surplus Money Investment Fund (SMIF)
- (4) California Foundation on Aging (CFoA)
(see "Budget & Finance Committee Updates" attached)

D. New Business

(1) .Five-Year Strategic Planning and Budgeting

Chair MacAllister, Senior Assembly Member Herb Schwartz, Chair of the Budget & Finance Committee and Smith will work together to review CSL history in terms of revenue and expenses, and will present a preliminary report and plan for consideration by the JRC at the April meeting.

(2) Developing Special Projects/Focus Areas/Budget Session status 2011-12 and 2012-13

CSL will use the carry-over funding to pay for the following activities:

Consulting Services (management and marketing)

(a) June 2012 Mini-Conference in Southern California

The CSL will be working with the CMMP to assist with all of the arrangements for the June 11-14, 2012 mini-conference which will address proposal development and be held in Southern California. Senior Assembly Member Evelyn Tom and Chair MacAllister will meet with the CMMP staff, CSL Office Technician and Consulting ED for an initial meeting on February 7th. A report will be provided at the April JRC meeting.

(b) Advertising and Promotion of Code 402 (30-sec and 60-sec radio Public Service Announcements, 30-sec television commercial and distribution of PSAs)

(3) Recruitment of new Office Technician

Chair Don MacAllister introduced and welcomed Janice Bailey as the new Office Technician to the committee. Janice will start her position on February 13, 2012. Member introductions ensued and all warmly welcomed Janice to the CSL.

Meeting was adjourned at 4:50pm.

Meeting recessed until Wednesday, February 8, 2012 at 9:00 am.

X. Meeting Reconvened by Chair, Don MacAllister

A. Chair, Don MacAllister provided a brief update on the Fiscal Meeting and indicated that legal should have an answer for CSL within a week regarding procedures/processes and use of funds.

B. Chair, Don MacAllister discussed the negative comments and complaining that was occurring within the membership and made a request that everyone sign an updated Code of Ethics form. [The form is attached for members to sign and return to the office.]

Meeting was adjourned at 9:30am.

**CSL - 2012 Legislation Updates
(Based on Top Ten –Top Four Proposal Book 2012)**

DRAFT dated February 3, 2012

No.	Author	Title	Language / Status
		TOP TEN - STATE LEGISLATIVE PROPOSALS	
SP-10	J. Murphy	Silver Alert Program	This proposal would establish a missing persons program called Silver Alert to protect persons suffering from Alzheimer's or dementia who might roam away from home. <i>*picked up by Senator Elaine Alquist</i>
AP-13	A. Lucero	Personal Amplifier Listening Devices	This authorizes and supports the sale of Personal Amplifier Hearing Devices to assist those with hearing impairments until they can accumulate funds to purchase a hearing aid. <i>*picked up by Assemblymember Richard Pan</i>
AP-32	S. Krohn	Reverse Mortgage Transparency Act	This proposal would require reverse mortgages to allow the borrower to determine the consequences of the mortgage based on their personal situation, financial circumstances, or health, short and long-term care needs. <i>*picked up by Assemblymember Susan Bonilla</i>
AP-24	A. Serrin	Homeless Senior Veterans: Increased Benefits	This proposal would create the State Cal-Vet Program to raise awareness of senior homeless veterans programs and to provide rental housing benefits for them. <i>*picked up Senator Ron Calderon</i>
AP-22	L. Rolfe	Taxation and Deductions: Mileage Rates: Senior Volunteer Activities	This proposal establishes a state tax deduction for seniors, 65 and older, for miles driven during volunteer activities up to an amount that is the difference between the Federal volunteer mileage deduction and the Federal business travel mileage deduction.
AP-15	C. Molnar	Financial Elder Abuse: Money Transmitters NOW AB 1525 Assemblymember Michael Allen CSL is co-sponsor, Support letter sent	This bill requires that money wire transfer services be included in the definition of mandatory reporters of suspected financial elder abuse.

No.	Author	Title	Language / Status
AP-2	E. Bloch	Emergency Transportation for Seniors and Disabled	This proposal requires the mobilization of para transit, paramedics, and others to move disabled seniors to safe places in the event of natural disasters.
AP-11	D. Kammerer	Identity Theft: Punishment Enhancement	This proposal would require that a two-year punishment enhancement be added for identity theft from a victim 65 years or older.
SP-13	B. Steir	Building Standards: Staircase Handrails	This proposal requires that handrails be provided at all public staircases, including theatres, museums, stadiums and restaurants.
AP-4	N. Campbell	Terminate California's Reduction of the Federal COLA for SSI recipients	This proposal reinstates the Federal COLA for SSI recipients that were removed by the former Governor by reducing the State allocation equivalent to the Federal increase.
TOP FOUR-FEDERAL LEGISLATIVE PROPOSALS			
AFP-12	A. Lucero	Medicare Dental Services	This proposal would require that Medicare coverage be expanded to include dental care.
AFP-14	T. Sonnefeld	Alzheimer Silver Alert Program	This proposal would establish a federally coordinated program known as Silver Alert to locate missing persons with dementia and a federal grant program to fund states' development.
AFP-13	L. Rolfe	Taxation and Deductions: Mileage Rates: Senior Volunteer Activities	This proposal would increase the allowable tax deduction for mileage incurred by volunteering by seniors aged 65+ up to the Federal business allowable mileage deduction.
AFP-15	B. Taylor	Social Security Burial Benefits	This proposal requires that the Social Security Administration's burial benefit be increased by \$495 and be payable to an immediate family member.
TWO YEAR BILLS			
SB 345	S. Krohn (AP-32)	Long Term Care Ombudsman Program (SB 345-Senator Lois Wolk) Sponsor/Support	This bill would ensure that the State Long-term Care Ombudsman has the ability to act independently to fulfill Federal and State mandates on behalf of residents of California's long-term care facilities.

No.	Author	Title	Language / Status
SB 529	J. Levy (SP-11)	Community-Based Program Funding (SB 529-Senator Lou Correa) Sponsor/Support	This bill requires the Department of Aging, in consultation with the Commission on Aging, the area agencies on aging, and the Office of the State Long-Term Care Ombudsman, to develop a long-term care strategic plan to provide guidance and temporary funding for community-based programs that serve seniors.
ADDITIONAL FEDERAL PROPOSALS			
AFP-16	A. Warren	Family Caregivers Income Tax Credit	This proposal would enact legislation that would provide a reimbursable income tax credit of \$1,500 to caregivers of family members.
Legislation SUPPORT			
Legislation OPPOSE			
Legislation OPPOSE			
Legislation OPPOSE			

**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



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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, as of December 31, 2011.

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

Mission: To Improve the Quality of Life for Aging Californians

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

CALIFORNIA SENIOR LEGISLATURE CODE OF ETHICS

Recognizing that the needs of the over 60 age groups are in the interests of all people, the California Legislature in 1980 created the California Senior Legislature (CSL) to propose legislation to meet the needs and concerns of Older Californians.

Members of the Senior Legislature elected by their peers are cognizant of their obligation to discharge the responsibility given to them by the State Legislature, and vow to follow the path of high moral conduct and service implicit in the following code:

1. As a volunteer, I realize that I am subject to a code of ethics similar to that which binds the professional in the field in which I work.
2. I accept the plural ethnicity of CSL members, their cultural and educational variations. I will value the commitment of each as much as I do my own, and show respect to each.
3. I will show respect to the members of the State Legislature and their staff people.
4. I will work faithfully to accomplish the objectives of the CSL.
5. I will work with the Area Agency on Aging and/or Legislative Council and other seniors in my community to develop proposals for legislation addressing their concerns.
6. I will strive to maintain the dignity of the Senior Legislature in all my speaking engagements and written articles.
7. I will be responsible for informing the public as widely as possible concerning the CSL in a positive manner.
8. I recognize and accept the administrative policies, responsibilities, and procedural concepts of the CSL as they are enunciated in the CSL Procedures Manual and Bylaws, including the use and design of CSL business cards and stationery.
9. I promise to bring to my work with the CSL an attitude of open-mindedness, to be willing to be trained for it, to bring to it interest and attention, and to work in support of CSL programs and priorities.

10. I will attend the annual session of the CSL unless excused because of illness or death of a family member or other legitimate reasons.
11. Furthermore, I promise to conduct my campaign for office as either a Senior Senator or Senior Assemblyperson in an ethical, above-board and honest manner, in both my oral and printed campaign statements. And, in no way will I mislead or deceive potential elderly voters while campaigning.
12. I promise not to use my office as a CSL member in any manner that reflects negatively on the high moral standards of the CSL, or negatively on any CSL member.
13. I accept and promise to comply with the STATEMENT OF COMMITMENT.

Being eager to contribute all that I can to the improvement and solution of senior problems, I accept this code, to be followed carefully and cheerfully.

Signature: _____ Date: _____