

AREA 12 AGENCY ON AGING BOARD OF DIRECTORS
MEETING NOTICE

Thursday, April 2, 2026, at 10:00 am

Meeting Location:
Area 12 Agency on Aging, 19074 Standard Rd., Suite C, Sonora, CA 95370
(209) 532-6272

AGENDA

Director Smallcombe called the meeting to order at 10:03 am.

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL AND INTRODUCTIONS

III. ORAL COMMUNICATIONS -- The public may speak on any item not on the printed agenda. No action may be taken by the JPA. None

ATTENDANCE:

Martin Huberty, Calaveras County
Rosemarie Smallcombe, Mariposa County
Ryan Campbell, Tuolumne County

A12AA STAFF:

Chris McCoy, Director of Programs
Doreen Schmidt, Deputy Director
Janet Mumford, Fiscal Officer
Joycelyn Preston, Executive Director

IV. CONSENT AGENDA

A. Consider approving December 18, 2025, meeting Minutes.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve the December 18, 2025, meeting Minutes

Vote: The motion carried 2-0-1

B. Consider approving for signature by the Executive Director, the Fiscal Year 2026-27 MSSP Site 32 Budget with the California Department of Aging in the amount of \$535,600.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve for signature by the Executive Director, the Fiscal Year 2026-27 MSSP Site 32 Budget with the California Department of Aging in the amount of \$535,600.

Vote: The motion carried 3-0

- C. Consider approving for signature by the Executive Director, the HICAP AAA-2425-12 (HI-2627-01) Budget for the period April 1, 2026, through March 31, 2027, with the California Department of Aging in the amount of \$335,188.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve for signature by the Executive Director, the HICAP AAA-2425-12 (HI-2627-01) Budget for the period April 1, 2026, through March 31, 2027, with the California Department of Aging in the amount of \$335,188.

Vote: The motion carried 3-0

- D. Consider accepting the Single Audit for the Fiscal Year Ended June 30, 2025, from Hiep Pham, CPA Inc.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve the Single Audit for the Fiscal Year Ended June 30, 2025, from Hiep Pham, CPA Inc.

Vote: The motion carried 3-0

V. BUSINESS REQUIRING BOARD ACTION/DIRECTION

- A. Consider approving the revised job descriptions for the Assistant Director, Planner/MIS Data Specialist, Lead Program Coordinator, and Nutrition Coordinator, and adoption of the updated Salary Schedule.

Motion: It was moved by Director Huberty and seconded by Director Campbell to approve the revised job descriptions for the Assistant Director, Planner/MIS Data Specialist, Lead Program Coordinator, and Nutrition Coordinator, and adoption of the updated Salary Schedule.

Vote: The motion carried 3-0

- B. Consider approving Administrative Match for Fiscal Year 2026-27 and release of Administrative Cash Match Agreements signed by the Executive Director.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve the Administrative Match for Fiscal Year 2026-27 and release of Administrative Cash Match Agreements signed by the Executive Director.

Vote: The motion carried 3-0

- C. Consider approving a 3% Cost of Living Adjustment for all Area 12 Agency on Aging staff effective April 6, 2026, and update the Salary Schedule accordingly.

Motion: It was moved by Director Campbell and seconded by Director Huberty to approve the 3% Cost of Living Adjustment for all Area 12 Agency on Aging staff effective April 6, 2026, and update the Salary Schedule accordingly.

Vote: The motion carried 3-0

- D. Consider approving Provider Contract Amendments for Fiscal Year 2025-26 as detailed on the Action Item.

Motion: It was moved by Director Huberty and seconded by Director Campbell to approve the Provider Contract Amendments for Fiscal Year 2025-26 as detailed on the Action Item.

Vote: The motion carried 3-0

VI. DISCUSSION ITEM

- A.** Reestablish procedure for obtaining JPA Board approval and signature on Executive Director's timesheets and expense reports.

It was decided by the Members of the Board to reestablish the procedure again.

VII. NON-ACTION ITEMS

- A.** Director's Report, Joycelyn Preston
- B.** Fiscal Report, Janet Mumford
- C.** JPA Board Member Reports

Meeting adjourned at 11:58 am.