

COMMITTEE: EXECUTIVE	JANUARY 27, 2014	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1012
<b>PRESENT:</b> Chris Asimos, Teri Dowling, Salamah Locks, Jim Monson, Ellie Bloch, Allan Bortel, Lee Pullen		
<b>EXCUSED:</b> Jody Timms		
<b>ABSENT:</b>		
<b>RECORDER:</b> Gary Lara		
Next Meeting: Monday, February 24, 2014 at 1:00 PM, 10 N. San Pedro Rd., Conference Room 1012		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Monson called the meeting to order at 1:09p.m. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The October 28, 2013 minutes were approved as written.</p> <p><b><u>Chair's Report</u></b></p> <p>Monson discussed the following items:</p> <p>The Editorial Board met recently to discuss the next issue of Great Age. The upcoming newsletter will feature an article written by Matt Willis, Marin County Public Health Officer and a Health and Nutrition piece by a volunteer staff member.</p> <p>Monson reported he has been trying to follow up with Dr. Suzanne Tavano, Mental Health and Substance Abuse</p>	

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**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

Service Director, to discuss the commission’s talking points outlined in their position paper. Lee Pullen mentioned Gary is currently working with Dr. Tavano’s secretary to arrange a meeting date in mid-February. Commissioners Chris Asimos and Allan Bortel expressed interest in attending.

**Action Item:**  
None

**Discussion Items:**

**Priority Issues/Talking Points:** A fact sheet is in development for commissioners to take to their reporting bodies (e.g. city council or Board of Supervisors). The focus will be current activities and long range goals for the current fiscal year.

Bloch suggested having a section for advocating and a section for legislation that has been drafted into law such as Assembly Bill 218.

Locks asked for clarification on the purpose of the document. Lee mentioned a more formal update with quantitative results will go the Board of Supevisors next month. The document currently being discussed is meant to be a quick reference sheet. The next step will be to orgazine and make it one page.

Asimos had nothing further to add for the Health and Nutrition section.

Bortel would like to call out the Housing and Transportation Committee’s fuction of monitoring voter approved Measure B Senior Transportation Funding which generates \$700,000 per month. The committee also receives feedback from Marin Transit about current information for senior transportation. Bortel will revise this section for clarification.

Monson would like to include issues the COA is advocating for such as mental health services. The commission has not taken a formal stance previously. This area could use some refinement.

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**Update on Healthy Aging Symposium:** Monson reported about the progress made at the Symposium planning meeting which took place earlier today. Monson asked Lee to debrief the Executive Committee. Lee reported the theme for this year will be “Mind, Body & Soul.” Possible topics include nutrition and health. These ideas are dependent on the speaker(s) selected. Attendance at the planning meeting included a representative from Marin General (Sharon Jackson) and Kaiser (Nan Moon) as well as a representative from Whistlestop, Commission Chair Monson, AAA Director Lee Pullen and Aging Staff.

Overall, the feedback from last year’s event was very positive with the exception of some audio visual glitches and the entertainment being too loud during the lunch break. Also, the breakout sessions before the main event at previous symposiums were not as successful as anticipated.

In addition, last year’s award ceremony wasn’t really well received either so it will not be included in this year’s program. Bloch mentioned recognition of the commission would be appropriate.

The topic of fund raising letters to various community partners such as assisted living facilities will be addressed to increase program revenue. Bortel suggested contacting SCAN.

Monson suggested maintaining a list of topics to refer to for future planning. The next planning meeting for the symposium will take place on Monday, February 24<sup>th</sup>.

**Self Assessment Survey:** Bortel discussed having a survey for each commissioner’s own use to rate and evaluate him/herself. The purpose is to gather feedback on the person’s experience of being on the commission.

Bortel expressed concerns over meeting quorums. Bortel stated commissioners need to know their work is important and they are expected to prioritize their meetings accordingly.

Locks mentioned there should be an emphasis on tenure; new commission member vs. long-term member. Do we want to do a survey and have a discussion about the role of commissioners during a General commission meeting?

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Bortel suggested the Planning Committee might be the best place to initiate the review of this document. Bortel also suggested a possible retreat with a facilitator may be appropriate. This item has been tabled for further discussion at the next Executive Committee meeting on February 24<sup>th</sup>.

**Planning for General Meeting Locations for FY 14/15:** The commission reviewed the current year’s General meeting location roster in order to provide input for next year. Aldersly Garden Retirement Community will need to be replaced due to issues with parking and the fact the meeting room is located up several flights of stairs. Alternatives in San Rafael suggested were the San Rafael Community Center and Pickleweed.

In lieu of the San Geronimo Valley Community Center, the October 2014 commission meeting will be held at the Dance Palace Community Center Church Auditorium.

**Committee Reports**

- **Housing and Transportation:** Due to meeting time constraints, Commissioner Bortel did not give a report.
- **Health and Nutrition:** Due to meeting time constraints, Commissioner Asimos did not give a report.
- **Legislative Task Force:** Due to meeting time constraints, Commissioner Bloch did not give a report.
- **Planning Committee:** Locks reported on behalf of Chair Timms. The committee went over all of their objectives for the area plan update. Their next meeting will be on Wednesday, February 19<sup>th</sup>.

**New Business**

**Demographic Information** – Lee mentioned data collecting for the area plan update will be collected from each commissioner. The goal is to describe the makeup and expertise of the commission. The data reporting will be collected thru Survey Monkey and will be due in March. Bloch made a motion for acceptance.

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The meeting adjourned at 2:28 p.m. The next meeting is February 24, 2014 at 1:00 p.m.