

COMMITTEE: EXECUTIVE	FEBRUARY 23, 2015	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1025
PRESENT: Teri Dowling, Jim Monson, Lee Pullen, Ellie Bloch, Sybil Boutilier, Allan Bortel, Chris Asimos, Salamah Locks		
EXCUSED: Jody Timms ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1025 - Monday, March 23, 2015		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Monson called the meeting to order at 1:02p.m. The Chair requested to have an additional topic added to the Chair's Report: "Interviews for new H&amp;HS Director."</p> <p><b><u>Minutes</u></b></p> <p>The January 26, 2015 minutes were approved with the following revisions.</p> <p>Under the Director's Report, Commissioner Bortel noted the following correction:</p> <p>The "Engage" housing project is for artists as well as those who wish to explore their creativity.</p> <p>Under the Housing and Transportation Committee Report, Commissioner Bortel noted at the Marin Transit meeting a pitch was made for more paratransit, not more taxis.</p>	

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

The reference made to the Villages should be the Sausalito Village, not Tiburon Village.

The comments noted by Commissioner Asimos regarding the assisted ride program were made by Commissioner Boutilier.

**Public Comment**

None

**Chair’s Report**

Chair Monson asked Commissioner Teri Dowling to provide an update on the interview panel process for the new Director of Health and Human Services. Commissioner Dowling is representing the commission on the interview panel.

Commissioner Dowling stated the interviews will be conducted next week. She requested feedback from the Executive Committee as to what questions they would like to ask prospective applicants. Since these questions are not yet defined, now is the time to revise them if needed. The Executive Committee noted the following subjects should be addressed in the interview questions: Alzheimers Disease and what proactive steps candidates would take to address the issue, mental health awareness of the senior population and addressing substance abuse in all age realms, especially that of older adults.

The Executive Committee formulated the following questions: What is your long term solution in dealing with increasing populations of older adults for people with Dementia and What is your approach in dealing with substance abuse issues, in particular with older adults?

The Executive Committee noted that Lee Pullen, Area Agency on Aging Director, will act as the point person to communicate these interview questions to the consultant handling the recruitment for the H&HS Director.

Commissioner Bloch commented she would like to see the new director come at least once a year to the monthly

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

General Commission meeting.

Commissioner Monson provided an update on the Healthy Aging Symposium scheduled for May 14, 2015. The theme for this year is “age-friendly” and the key note speaker is Dr. Matt Willis. Ideas for the panel are currently being discussed. Topics include world health organization, involvement of seniors in volunteer activities and creating age-friendly businesses. Additional ideas for the panel should be sent directly to Ana Bagtas, Program Manager for Aging.

The remainder of the symposium will be similar to previous programs. There will be an exercise dance scheduled utilizing the “Happy” song made popular by artist Pharrell Williams. The registration fee will remain at \$20.

**Director’s Report**

Lee Pullen, Aging and Adult Services Director, provided the following report:

Capitol Day in Sacramento at C4A is scheduled for Thursday, February 26<sup>th</sup>. Appointments are being set up by colleagues with Sonoma County to meet with Senator Mike McGuire and Assemblymember Marc Levine. Joining Lee in this meeting will be Commissioner Monson and Diane Kaljian, County of Sonoma, Adult and Aging Services Director and four or five advisory council members from Sonoma.

Pullen, Chair Monson and Commissioners Bortel and Asimos are on calendar to meet with Dr. Suzanne Tavano, Mental Health and Substance Use Service Director on Friday, March 13<sup>th</sup>.

This is your last chance for sign up for the “RENEW” seminar with Dr. Linda H. Clever. This event will be held on Friday, February 27<sup>th</sup> at Homeward Bound of Marin. Commissioners Boutilier, Bloch and Bortel are scheduled to participate.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

**Action Item:**

Commissioner Bortel initiated a discussion in regard to the letters of support approved by the Housing and Transportation Committee to bring forward to the Executive Committee.  
Letter #1: Whistlestop Planning Commissioners and City Council Members: Chair Monson noted the subject matter of this letter should be more descriptive. Monson made a motion to approve distribution of the letter to the Planning Commissioner of the project. Motion passed. Program Coordinator Michele McCabe will update the letter with the contact person and address.

Letter #2: Coast Guard Property in Point Reyes: Since this item has already been voted on, it is not necessary to send to the Board. Chair Monson suggested holding off on this. Lee Pullen will take this letter back to staff to clarify who will be the recipient. Commissioner Bortel will check with Kim Thompson. The final letter should be carbon copied to the Board of Supervisors.

**Discussion Items:**

**1) Retreat Follow-up:**

An “Ad Hoc” committee or task force to keep the momentum moving on the retreat goals was suggested by Chair Monson. The objectives most favored by the commissioners were following up on helping commissioners better interact, mentoring and innovation, e.g. age-friendly. Items number two and four noted on the retreat summarization were also favored.

Pullen commented we don’t want to lose camaraderie that was generated in the retreat.. Commission Dowling suggested that during the last 40 minutes of the General Commission meeting, to use that time to break into districts for discussion. There is an issue with the public not being able to hear the comments said in this meeting format. There is also an issue at large with notice to the public depending on how the retreat follow-up discussions occur

The Executives were in agreement that a task force will be created for this project. This item will be brought

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

forward at the next General Commission meeting in March. Motion made and passed.

**2) Planning for General Meeting Locations for FY 2015-16:**

A discussion ensued in regard to changing the time the Executive Committee meeting is held. Commissioner Boutilier suggested having a brown bag and meeting at noon. Chair Monson suggested meeting at 9:00am.

The Executives decided that effective April 27<sup>th</sup>, the meeting time will be changed to 9:00am to 10:30am. An exception has been made for the meeting of March 23<sup>rd</sup> which will take place from 12:30pm to 1:45pm.

Lee Pullen followed up on last month's discussion with respect to changing the meeting date for the General Commission meeting. He reminded the Executives about his dual role which requires attendance at two different State associations, one of which conducts meetings on the second Thursday of the month.

Commissioner Dowling inquired as to whether it would pose an issue for Brown Act notification if the General meeting was held on the third Thursday and the Executive Committee met the following Monday. Since this proposed schedule would still allow for the required 72 hour notification as stated in the by-laws, no conflict exists.

Commissioner Asimos mentioned the Health and Nutrition Committee meets on the third Thursday of every other month; however, they are looking to meet more frequently and could make a schedule change if needed.

The Executive Committee decided to change the meeting date of the General meeting to the third Thursday of the month effective January of 2016. A motion was made to bring this to the full commission for a vote. Motion passed.

**Committee Reports**

- **Health and Nutrition:** Commissioner Asimos noted that activities are going on for end of life tool kits. The

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

Mental Health Advisory Committee has been given to Commissioner Bortel. There is one person currently representing seniors and one member from West Marin representing Latinos. Since an issue of under representation exists, Bortel will followup with Kasey Clarke from H&HS Mental Health Substance Use Services.

- **Housing and Transportation:** Commissioner Bortel noted the committee has not met recently. He inquired if the next version of Choices for Living is underway. Director Pullen noted that Joan Glassheim from the Ombudsman office is the coordinator for this reference tool. Bortel mentioned the Marin Villages would like to be involved with the next issue to provide input. Bortel would like to see them as partners on this project. Pullen will attempt to identify funding for the next issue of Choices which is estimated at \$6,500.

Bortel noted the theme for this year’s Senior Fair is “Celebrate!” and this year marks the 30<sup>th</sup> anniversary of the fair. There is a lot of volunteer support for this community.

- **Legislative Task Force:** Commissioner Bloch did not have an update since she had to leave the meeting early due to a scheduling conflict.
- **Planning Committee:** Commissioner Boutilier did not have an update. Their next meeting is scheduled in March.

**New Business**

None.

The meeting adjourned at 2:32 p.m. The next meeting is Monday, March 23, 2015.