

COMMITTEE: EXECUTIVE	JULY 27, 2015	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1025
PRESENT: Teri Dowling, Jim Monson, Lee Pullen, Chris Asimos, Allan Bortel, Sybil Boutilier, Ralph Marchese		
EXCUSED: Jody Timms, Salamah Locks, Ellie Bloch ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1025 - Monday, September 28, 2015		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><u>Agenda</u></p> <p>Chair Dowling called the meeting to order at 10:38am. The agenda was approved as written.</p> <p><u>Minutes</u></p> <p>The June 22 minutes were approved with the following addendum. Commissioner Monson made a clarification in regard to the comment he made on “Discussion Item B, Retreat Follow up.” Monson noted he did not think it would be necessary to reconstitute the Retreat Task Force Committee in the coming year.</p> <p><u>Public Comment</u></p> <p>None</p>	

MINUTES SUMMARY

**ACTION
TAKEN/RESPONSIBLE
PARTY**

Chair’s Report

Chair Dowling reported on the following items:

The next TACC (Triple A Council of California) meeting will take place in August. Chair Dowling will attend this two day seminar. In preparation, Dowling will collect data for the group’s annual report.

Chair Dowling thanked the other executives for coming to the Executive Committee meeting on time.

Director’s Report

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

He was happy to see that the reauthorization of the Older Americans Act had passed the Senate, especially given the advocacy efforts that have taken place across the country.

At the local level, the North Bay Division of the League of CA Cities is hosting a forum on Aging in Place on July 29, 2015 at 6:00pm at Homeward Bound of Marin. Pullen and Commissioner Marianne Gontarz-York will attend. Part of this forum will include a panel on age-friendly cities.

Supervisor Kathrin Sears’ office will have their next newsletter feature an article on events happening in the aging sector.

The Marin Community Foundation is currently working on a grant project “Accelerating Business Capacity of Aging Service Providers” aimed at assisting community based organizations (CBOs) to demonstrate how their services keep people healthy and stable in the community toward the goal of marketing those services to healthcare plans as a means or revenue and cost reimbursement.

Commissioner Boutilier inquired about the grants with Supervisor Sears office for age-friendly. Pullen remarked

MINUTES SUMMARY

**ACTION
TAKEN/RESPONSIBLE
PARTY**

there will be \$3,000 to \$5,000 in funds available per organization starting around October 1, 2015.

Action Item:

Review of Presentations for FY 2015-16:

Commissioner Asimos discussed the details of the September General meeting. The meeting will be a two part forum with the emphasis on nutrition and working out featuring registered dietician Mary Louise Zernicke of Aging and Adult Services, and a yet to be determined guest speaker from “Silver Sneakers” which is a 24 hour fitness program. Commissioner Locks will also assist with planning the September meeting. Program Coordinator Amy Dietz will be kept in the loop for staff planning purposes. Asimos will have the information for the flier announcement ready by August 15th.

Commissioner Boutilier suggested a guest speaker from the “Y.” Boutilier will call and see if they have a recommendation.

With respect to the November 12, 2015 HICAP meeting, Commissioner Bortel asked which staff member from Aging and Adult would inquire about the changes for this year with the HICAP representative. Program Coordinator Michele McCabe will be the point person to follow up.

Commissioner Asimos asked if the executives should revisit the Affordable Care Act for a meeting topic. Commissioner Bortel stated this is not a big issue for seniors itself.

Chair Dowling suggested keeping HICAP in November but having an emphasis on the White House Conference on Aging. Dowling will supply the names from the WHCOA. Commissioner Monson felt this would be a good tie in for both topics. Monson also suggested a representative from the AARP. Dowling suggested a local representative from that office.

In regard to the October 8, 2015 General meeting on the Legislative update, Commissioner Boutilier mentioned that diagrams noting the processes for a bill whether it is chaptered, signed or vetoed would be informative as a

MINUTES SUMMARY

**ACTION
TAKEN/RESPONSIBLE
PARTY**

quick run through.

With respect to the January 7, March 3 and June 2, 2016 General meetings, the executives will pick up this discussion in the fall. Possible topics include hoarding and Alzheimers. Commissioner Locks will be offered one of these months for planning purposes around the topic of hoarding.

Discussion Items:

a. Mental Health Advisory Board:

Chair Dowling asked if any of the executives were interested in applying for one of the board vacancies. Asimos will contact Commissioner Marianne Gontarz-York about this. Either Asimos or York will apply for one of the vacant seats.

b. Retreat Follow Up:

Monson noted the following pending issues.

Based on the notes from the last meeting, item number three for the “network” suggested by Commissioner Brilliant was still pending. Commissioner Marchese’s suggestion of exploring the governance of the commission and how it works was another idea still to be worked out. Lastly, assigning mentors to new commissioners was also a highly favored suggestion for development; however, there are no new commissioners this year on the roster.

It was suggested that newer commissioeners who haven’t developed a long tenure may want to take advantage of the mentoring process. Asimos suggested a more casual approach such as a one to one “coffee conversation” amongst tenured and non-tenured commissioners. Any commissioner who has been on the commission for a year or less may want to take advantage of this. Chair Dowling will look into this option.

MINUTES SUMMARY

**ACTION
TAKEN/RESPONSIBLE
PARTY**

Commissioner Marchese inquired about the relationship between mentoring the commissioners and the connection to the commission’s strategic goals while being mindful of what the action items are.

Area Agency on Aging Director Pullen noted that the Needs Assessment Survey will be going out in September and October.

Chair Dowling stated it would make sense for Director Pullen to talk about the criteria and the important role that it plays in the survey. This is really a four year plan to note the goals that will shape us.

Commissioner Monson noted to break down siloes and discuss the implemenation process.

Commissioner Boutilier suggested having a discussion of the survey results at the September General meeting. Pullen noted there may not be enough surveys received by the date of the meeting.

A brief discussion ensued about restructuring the end of the General commission meeting time, utilizing the last ½ hour time slot where commissioners provide their updates and restructuring that for other purposes. This topic is tabled for now.

c. Brown Act:

AAA Director Pullen noted that until recently, we have not received a lot of comments from the public at the commission meetings but sought to seek clarification from Counsel to ensure appropriate participation

County Counsel noted the Brown Act allows for public comment on each section of a meeting; however, once a particular item has already been discussed and allowed for comment, the chair is not obligated to go back to the previous item already discussed. It was noted the Chair is better to respond to members of the public versus other members which would allow for better control of the meeting and its agenda and avoid inappropriate back and forth dialogue.

MINUTES SUMMARY

**ACTION
TAKEN/RESPONSIBLE
PARTY**

Pullen further stated that as we continue to be clear and up front with the public, the more they will know. Pullen will write a summary of this outlined protocol for reading to the commissioners and public at the next general meeting.

Committee Reports

- **Health and Nutrition:** Commissioner Asimos reiterated the plans expressed during the June 22 meeting in regard to showing the “Being Mortal” documentary at the Rafael Theatre.

Asimos informed the executives that the Institute on Aging (IOA) will also be showing a screening of the film at the Buck Institute in Novato later in the fall. After further discussion, Asimos agreed to work in conjunction with the IOA as a co-sponsor of the event. Asimos will elect someone from the Health and Nutrition Committee to contact Patrick Arbore from the IOA.

Director Pullen noted that the IOA has a presence in Marin. Chair Dowling thought it would make sense for the commission to co-chair the event at the Buck. The other members of the Executive Committee thought it would be a good idea in order to participate and plan the agenda.

- **Housing and Transportation:** Commissioner Bortel noted that an outside member of the committee, Leslie Klor from Episcopal Senior Communities (ESC) which runs a shared housing operation, could use some financial assistance from the County for helping pay for printing costs for their brochure. Bortel inquired if Aging and Adults could find OTO money for this request. Commissioner Boutlier expressed a concern that ESC only places seniors with seniors and does not match younger persons who having housing with seniors who may be seeking it. Pullen noted there is not currently money in the Aging and Adult budget for this request. Bortel will check in with Lee at a later date.
- **Legislative Task Force:** Commissioner Boutlier noted that Pullen has already provided the update in regard to the Older Americans Act Reauthorization.

MINUTES SUMMARY

**ACTION
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PARTY**

Boutilier informed the executives that SB 477: Property Tax Postponement for mobile homes and floating homes is of particular interest since Novato has a lot of mobile homes. Boutilier has spoken with both Senator Maguire and Levine about this bill. Levine is in support of this bill.

In regard to written support of bills, Chair Dowling noted the commission has written and sent five letters in support of various legislative matters and the Board of Supervisors has sent three letters. The commission has done its share for the year. Any additional letters will have to be done on an individual's own time.

- **Planning Committee:** Commissioner Boutilier noted the needs assessment survey will be discussed at their next meeting with a focus on different ways of getting the survey distributed. One avenue of distribution is having the various school districts send home the survey with kids. Commissioner Monson suggested contacting Mary Jane Burke, County Superintendent. Boutilier will take this suggestion back to the Planning Committee.

New Business

None

The meeting adjourned at 12:04pm. The next meeting is Monday, September 28, 2015 from 10:30am to 12:00pm.