

COMMITTEE: PLANNING	DATE: August 7, 2015	LOCATION: The Redwoods: 40 Camino Alto, Mill Valley, CA 94941
PRESENT: Jody Timms, Conn Hickey, Vera Gertler, Sybil Boutilier, Nancy Peters-Janover		
EXCUSED: Girija Brilliant		
RECORDER: Amy Dietz		
NEXT MEETING: October 7, 1:00 p.m. – 2:30 p.m. at the Redwoods		

MINUTE SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p>Call to Order Chair Timms called the meeting to order at 11:33 a.m.</p> <p>Agenda Approval The August 7 agenda was approved as written.</p> <p>Meeting Minutes Approval The June minutes were approved as written.</p> <p>Open Time for Public Expression Dietz remarked that the Healthy Marin Partnership, a collaboration of hospitals in Marin County in partnership with Marin HHS, is conducting a Community Health Needs Assessment as it does every three years. Once every 12 years, the AAA and Healthy Marin Partnership Needs Assessments coincide. The AAA is working closely with the steering committee and consultants from the Healthy Marin Partnership to gather and share relevant data. They are specifically looking to collaborate on older adult focus groups.</p> <p>Dietz reported that the AAA will be collaborating with the Marin Community Foundation to conduct a nutrition needs assessment of older adults in Marin County, specifically through focus groups. Details to be coming soon.</p>	-

MINUTE SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p>Chair’s Report: There will be an age-friendly booth at the Senior Fair.</p> <p>Area Plan 2016-2020 Needs Assessment Approval Commissioner Boutilier recommended changing Question 5, “Do you need help performing any of the following activities?” to “In the past year, did you need help performing any of the following activities?” Following discussion, committee voted to keep question as is.</p> <p>Commissioner Boutilier recommended changing the final question from “What is your top concern?” to “What is/are your top concern(s)?” Following discussion, committee approved change.</p> <p>Planning Committee reviewed and approved final version of Older Adult Needs Assessment Survey.</p> <p>Area Plan Survey Distribution Dietz informed commissioners that surveys would be placed in Great Age newsletter and will also be available online at: www.marinhhs.org/agingsurvey</p> <p>Dietz informed commissioners about current proposed methods of distribution. The intention is to print 5,000 English copies, 500 Spanish, 200 Vietnamese.</p> <p>Dietz shared the email from Novato Commissioners Brilliant, Livoti, and Peters-Janover as an example order form to be used by commissioners. Committee recommended that Dietz send commissioners a reminder email to speak with their peers from their area about methods and numbers of surveys to be distributed.</p> <p>Commissioner Boutilier and Commissioner Hickey will meet with Mary Jane Burke from the Marin School District to discuss if/ how appropriate to distribute surveys to family members of students.</p> <p>Surveys will be distributed September – October.</p> <p>Adjournment: The meeting adjourned at 1:00 p.m. The next meeting is on October 7, 2015 form 1:00 – 2:30 at the Redwoods.</p>	