

COMMITTEE: EXECUTIVE	OCTOBER 26, 2015	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1025
PRESENT: Teri Dowling, Ralph Marchese, Salamah Locks, Ellie Bloch, Allan Bortel, Sybil Boutilier, Lee Pullen		
EXCUSED: Jody Timms, Jim Monson, Chris Asimos ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1025 - Monday, December 7, 2015		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Dowling called the meeting to order at 10:37 a.m. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The September 28 minutes were approved after noting two typo corrections on page four.</p> <p><b><u>Public Comment</u></b></p> <p>None</p>	

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

**Chair’s Report**

Chair Dowling reported on the following items:

The General commission announcement for the November 12 meeting at Tiburon Town Hall has been sent to the commission. Chair Dowling asked members to distribute the flier to their community partners and to consider bringing their neighbor or close friend to the meeting.

**Director’s Report**

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

The Marin County Health Council is scheduled to meet on Tuesday, October 27 at 7:00 p.m. at Marin General Hospital where Pullen will be a guest speaker to present information about our resources. Aging and Adult Services has not previously established a connection with this organization.

Pullen noted next weeeek is the Area Agency on Aging’s program monitoring which will be conducted by the California Department of Aging (CDA). Part of the review will include a meeting with the advisory board; Board President Supervisor Rice will be interviewed as part of the monitoring process.

Commissioner Bloch commented that people are afraid to get surgery because they are being sent home before they are ready. The issue of convalescent care versus the need for rehabilitation is a concern.

Commissioner Locks asked about Project Independence and their referral process. Pullen noted referrals from the hospitals have gone down significantly due to the presence of an Accountable Care Organization coupled with frequent turnover of hospital discharge staff.

Another concern expressed by the executive team was improper disposal of meds by seniors and the fact that others are able to get a hold of the medication. Drug interaction and proper disposal continue to be issues among

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

older adults. We need to reframe the way this is discussed in the public realm since it is misleading to the community to overstate the problem as drug addiction

Commissioner Bortel noted Marin General Hospital is able to look at their computer systems to know what medications he is currently taking; however, he noted not all physician record keeping systems are universal.

Bortel also noted that 5 years ago Marin General CEO, Lee Domanico spoke at a General commission meeting. We may want to consider inviting him back.

Commissioner Marchese noted siloes continue to be a problem and progress may still be about 15 to 20 years away. Unfortunately the truly frail and elderly are not included in the process. These are the people that need assistance the most and receive it the least.

**Action Item:**

None

**Discussion Items:**

- a. Great Age Newsletter Distribution:

The Executive committee reviewed the distribution list for the Great Age newsletter and made the following comments:

Each commissioner should review their current distribution list and consider if they are reaching the right place with the right number of newsletters. Commissioner Locks noted just dropping off newsletters at a site is not sufficient.

The distribution of the newsletters will be a discussion item for the next General meeting. This will provide an opportunity to check in with commissioners to see how they are doing and encourage people to

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

come up with a plan for broader distribution. Chair Dowling noted that at the January 7, 2016 General meeting she will review protocol.

Commissioner Boutilier noted Whistlestop should receive more than 10 copies of Great Age. The Jewish Community Center, Rotary Senior Housing and local churches should also be on the recipient list. Boutilier asked what commissioners are doing to promote the online version of the newsletter with their town and city council.

Gary Lara noted the online version of the newsletter can be found on the following url:  
<https://www.marinhhs.org/publications-aging-adult-services>

Commissioner Marchese suggested adding grocery stores to the distribution.

Chair Dowling noted she will draft an email for AAA staff to distribute to the full commission seeking their input about the newsletter distribution and to see what’s working and what needs improvement.

b. Schedule of Meetings:

Chair Dowling noted the General meeting on January 7, 2016 will feature a presentation on the results of the needs assessment. Chair noted the Executive committee won’t meet again until after the needs assessment meeting and asked members if there needs to be another meeting of the executives before the end of the calendar year and if so why would they need to meet. One item to consider is whether or not aging staff need support for the preparation of the January 7 General meeting.

Commissioner Marchese noted aging staff activities should be coordinated and feeding into the overall work of the commission. The Executive committee should not operate in a silo separate from staff.

Commissioner Bloch agreed with Marchese’s comment and asked what will bring people out to the meetings and what will educate the public?

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

Director Pullen noted raising awareness on the commission is more of the emphasis. Commissioner Marianne York has been working on this with the public relations committee.

The Executive committee agreed an Ad Hoc meeting should take place on Monday, December 7.

Commissioner Marchese noted a more formal meeting of the Executive committee should be scheduled in November or December of 2016.

Commissioner Bloch commented Maria B. Frietas Senior Housing has a new manager and several residents are concerned about security. There are too many non-residents that have the security code to the building and residents are afraid to write a note to the manager for fear of eviction. This type of information should be captured in the needs assessment.

Chair Dowling noted this is important and the Executive committee needs to be open on ways to address this information. She asked the executives how to conduct this problem seeking in a way that's productive to commission efforts. There needs to be a process in place for seeking issues.

Commissioner Bortel spoke about forming groups to problem seek.

Director Pullen noted the committee groups are a good outlet for this type of task.

Chair Dowling asked Pullen, Bloch and Marchese to meet and report back to the executives. It was agreed they would meet for an hour to come up with a plan. Pullen would like to discuss the process to find a way to infuse this into the committee structure.

Commissioner Marchese noted the infusion into the committee structure is important as a second step after the initial meeting with Bloch and Pullen to identify a process for working with committee structure that would feed into the four year Area Plan.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

c. Senior Fair Debrief:

Chair Dowling acknowledged Commissioners Bloch, Locks and Gertler for their hard work on the Commission on Aging booth at the Marin Senior Information Fair. Dowling asked the executives what worked well.

Commissioner Locks liked having a lot of information available to provide to attendees. Having giveaways (fruit) was important. Locks liked all of the other booths such as FAST and Marin Villages which had a close proximity to the commission booth.

Commissioner Boutilier made a map of Marin for the Age-Friendly booth; she noted that San Rafael needed to have information available as several fair attendees made inquiries.

Chair Dowling asked the executives what didn't work well this year. It was noted there were not enough chairs and at times the microphone used by the emcee was too loud.

Dowling congratulated the commissioners for a job well done.

**Committee Reports**

- **Health and Nutrition:** Commissioner Asimos was not present at today's meeting due to illness. Commissioner Locks noted the committee had distributed large print versions of the needs assessment survey.
- **Housing and Transportation:** Commissioner Bortel debriefed on the committee's last meeting which discussed "co- housing" for older adults. This was a good education piece for the committee.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

- **Legislative Task Force:**

Commissioner Bloch noted 10 pieces of legislation passed at the final committee meeting and plans to still be involved with CSL at the Joint Rules level.

Boutilier expressed a concern about HICAP and that there is no cost of living adjustment (COLA). Having overall lower costs for fuel is a false reason to have no COLA as seniors use gasoline in lesser amounts than the general public

Commissioner Marchese suggested Commissioner Boutilier compile a list of questions in order to give them to the HICAP presenter in advance of the Novemeber 12 meeting in Tiburon.

Commissioner Locks noted we need to get people to this meeting and that in the future we should consider changing the location of the venue to San Rafael.

Chair Dowling noted the month of April would be good time for the Executive committee to review locations for next year's General commisson meetings.

Commisson Bloch noted she would like to have potluck after the January 7 General commission meeting which will be held at Marin Valley Mobile Country Club. Bloch will follow up with Comissioner York who is a resident at this location.

- **Planning Committee:** Commissioner Boutilier noted that needs assessment surveys were distributed at the Age-Friendly booth at the Senior Information Fair and commisioners at the booth had an opporuntunity to speak to fair attendees about the upcoming Area Plan.

Preliminary results of the needs assessment survey have been reviewed by the Planning committee.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

- **New Business**

None

The meeting adjourned at 12:21 p.m. The next meeting is Monday, December 7, 2015 from 10:30am to 12:00pm.