

COMMITTEE: EXECUTIVE	DECEMBER 7, 2015	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1025
PRESENT: Teri Dowling, Ralph Marchese, Salamah Locks, Ellie Bloch, Allan Bortel, Sybil Boutilier, Lee Pullen, Jim Monson, Chris Asimos		
EXCUSED: Jody Timms ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Monday, January 25, 2016		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Dowling called the meeting to order at 10:38 a.m. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The October 26 minutes were approved as written.</p> <p><b><u>Public Comment</u></b></p> <p>None</p>	

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**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

**Presentation of preliminary results of the Older Adult Needs Assessment Survey:**

Chair Dowling turned the meeting over to Aging Program Coordinator Amy Dietz. Dietz provided an overview of the preliminary data of the Older Adult Needs Assessment survey and noted the Planning Committee will utilize this data to formulate goals and objectives and to identify target populations for the Area Agency on Aging’s 2016-2020 Area Plan. The timeline is as follows:

- Data presentation at the General commission meeting: January 7, 2016
- Goals finalized and sent to the various committees: January 18, 2016
- Committees/staff objectives finalized: February 15, 2016
- Area Plan presentation: April 7, 2016

Dietz noted not all data has been analyzed. The results from the Marin Community Foundation Survey Nutrition Focus Groups will be included in the January 7 presentation. Other pending data items are transportation, socialization, city/town, and language.

The total number of surveys received was 3,298; of this number, 306 surveys were screened out. Some of the reasons filtering was initiated was due to the fact respondents did not meet the criteria of being a resident in the County of Marin or did not meet the age requirement of 60+. The total number of surveys included in the final analysis was 2,992. The majority of the respondents were women.

Dietz noted there were some typos on the survey pertaining to the section on the Elder Economic Index. The Planning Committee will evaluate this at their next meeting to determine the best way to present this data at the January 7 General meeting.

The following comments were made by the executives:

Commissioner Locks: Indicated she was very impressed with the survey. In terms of presentation, staff should be mindful of color contrast on the PowerPoint. Some prior presentations have been difficult for the audience to

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interpret. In regard to the presentation next January, we need to inform the audience they will be active participants so they can have time to gather their thoughts.

Commissioner Boutilier: We should try to make a distinction over present concerns versus concerns in the future. It is really crucial to communicate what the county can pay for and indicate the baskets in which the money falls. These would be the areas we can do something about. The way the county can spend money should be emphasized.

Commissioner Bloch: People don't admit they're getting help. With respect to the current Area Plan, we need to look for ways to show how the goals have been worked out within the last four years, communicate what was accomplished and examine areas of progress.

Commissioner Monson: Drilling down through the responses doesn't impact the work of the commission. We should define the Elder Economic Index in buckets; define the range between elder economic and federal poverty levels noting above, middle and below the index.

Commissioner Marchese: Inquired if it would be helpful to distribute the survey results to the entire commission in which Dietz responded members outside of this group may not know how to interpret the data without some assistance. Marchese further commented by asking how do we prioritize and what is the process for unmet needs?

Chair Dowling noted the importance of having influence and working with partners in the community; identifying where our efforts go in order to push things through.

**Next steps:**

Chair Dowling noted she will work with staff to come up with very specific questions, review and then formalize a set of goals. Dowling asked the executives what the objectives are for this particular committee and proposed members of the executive team to draft some ideas.

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Commissioner Bloch noted the emphasis should be on the current committee objectives, not to create new ones specifically for the executive team.

Dietz noted the time table for the next series of steps. The first presentation will be on Thursday, January 7, 2016 at the Marin Valley Mobile County Club in Novato. After the data presentation, participants will break down into small groups with facilitators with the purpose of setting three new goals.

Dietz noted there will be a second meeting held the following week at a different location to accommodate people who were unable to attend the first presentation (location is still to be determined). Dietz thanked the Executive Committee for their time.

The meeting adjourned at 11:58 p.m. The next meeting is Monday, January 25, 2016 from 10:30am to 12:00pm.