

COMMITTEE: EXECUTIVE	MAY 23, 2016	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1018
PRESENT: Teri Dowling, Allan Bortel, Ralph Marchese, Sybil Boutilier, Lee Pullen, Jim Monson, Ellie Bloch		
EXCUSED: Jody Timms, Salamah Locks, Chris Asimos ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1018 - Monday, June 27, 2016		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><u>Agenda</u></p> <p>Chair Dowling called the meeting to order at 10:42a.m. The agenda was approved as written.</p> <p><u>Minutes</u></p> <p>The April 25, 2016 minutes were approved as written.</p> <p><u>Public Comment</u></p> <p>None</p>	

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Chair's Report

Chair Dowling attended the Triple A Council of California (TACC) in Sacramento which focused on the Ombudsman program and the Older Americans Act (OAA). The Ombudsman program has benefited greatly from the OAA.

Dowling will be attending the Women's Commission meeting on Tuesday evening at the Civic Center in room 410 B. The Women's Commission has inquired why the Commission on Aging has such an active group and would like to learn more.

Director's Report

Director Pullen noted the Health and Human Services media training with Cicily Emerson, Erin Cochran and Chris Mai is scheduled for Thursday, May 26th from 1:00p.m. - 3:30p.m. at 20 N. San Pedro Road. The group will utilize the recently developed talking points and structure them for outreach to the community; in particular the city and town councils in Marin.

Pullen recently met with Gabriella Calicchio, Director of Cultural and Visitors Services who has expressed interest in doing projects with arts and aging. Calicchio would like to explore options for activities for people before they attend the symphony or art shows and is looking to capitalize on this audience. Chair Dowling noted this was a good and innovative approach with various commissions coming together.

Action Item:

None

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Discussion Items:

a. Meeting presentations and locations:

Commissioner Marchese distributed a handout of the proposed meeting topics and potential speakers for the General meeting for fiscal year 2016-17. Marchese noted certain meetings on the calendar are arbitrary but several others are open for modification. After discussion, the Executive Committee agreed on the following schedule:

- July: end of life issues sponsored by the Health and Nutrition committee (H&N). Gary Lara noted the H&N committee is meeting tomorrow to plan the program for the July meeting.
- August: no meeting
- September: Marin Villages sponsored by the Planning Committee; possible speaker would be Lisa Brinkmann
- October: economic security sponsored by the Aging Action Initiative Economic Security Task Force
- November: Department of Health and Human Services Strategic Plan update; speaker would be Dr. Grant Colfax. Pullen will contact Colfax’s office to see if he is available.
- December: public policy; update by the Legislative Task Force
- January: aging in place; sponsored by the Housing and Transportation Committee

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- February: fall prevention; sponsored by the Health and Nutrition Committee
- March: Age-Friendly Marin; sponsored by the Planning Committee
- April: Public Hearing; sponsored by the Area Agency on Aging
- May: symposium; sponsored by the Area Agency on Aging/ Commission on Aging
- June: left open for further discussion at a later date

Marchese noted he is developing a series of presentations for media outreach which would go beyond the General meeting in order for commissioners to have more civic engagement.

Chair Dowling noted the committee earmarked on the calendar for each month can pull together the meeting for that particular month and design it accordingly. The next step will be for Marchese’s committee to review the list of new venues and report back to the Executive Committee about them becoming a possible meeting site. Dowling noted the team should work with Gary Lara to establish locations. Commissioner Bortel noted the list is missing West Marin Senior Services.

Commissioners Bloch, Boutilier, Marchese and Locks will pin down meeting locations by the end of the month with the exception of the month of July which will need to be secured by the end of this week. Marchese will send the information to Chair Dowling to disperse to the commission. With the exception of July, the Executive Committee will finalize the meeting calendar at their June meeting. Dowling thanked Marchese and the committee for their work.

b. Committee and task force memberships and chairs:

Chair Dowling reviewed the current list of committees under the commission and noted the

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following:

- In terms of Chairs, Commissioners Bloch and Boutilier are committed to the Legislative Task Force.
- Commissioner Marchese has agreed to become the new chair of the Housing and Transportation Committee. It will be the responsibility of the Chair to appoint someone from the committee to act as the representative and attend the Paratransit Coordinating Council and Citizens Oversight Committee.
- Commissioner Bortel will stay on as a member of the Housing and Transportation Committee.
- Commissioner Asimos has agreed to chair the Health and Nutrition Committee.
- Whether Commissioner Timms will remain as chair of the Planning Committee is still to be determined.
- Commissioner Kemp has withdrawn from participation on the Editorial Board.
- Chair Dowling will continue to attend the TACC meetings in Saramento with Commisisoner Monson serving as the backup.
- Commissioner Monson will continue as the liasion for the Healthy Aging Symposium Committee.
- Aging Action Steering Committee members are Commssioners Monson and Turner.
- Economic Security Task Force will be represented by Commissioners Bortel, Dowling

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and Turner.

Commissioner Boutilier inquired if her participation on the Green and Healthy Homes Initiative should be added to the list of ad hoc activities for the commission. After further discussion, the Executive Committee agreed participation on any committee should be kept in conjunction with the respective goals and objectives.

Marchese noted the Housing and Transportation committee can decide if the commission should have a place on the Green and Healthy Homes committee or if Commissioner Boutilier should go on record as a member of the public. Marchese accepted Commissioner Boutilier's request to join the Housing and Transportation Committee where this matter will be discussed further.

Chair Dowling will contact every commissioner to confirm whether they would like to remain on their current committee, change committees or join an additional group. By September all of the committee memberships should be finalized by their respective chairs.

c. Retreat committee update:

Chair Dowling noted the retreat planning committee will be interviewing two consultants; one of whom will be chosen to facilitate the commissioner retreat. The date of the event will be Friday, September 9th from 10:00a.m. – 3:00p.m. at St. John's Episcopal Church in Ross. Dowling noted there were interesting results from the recent commission survey and the retreat planning committee will see how they might structure this event for best results.

Committee Reports

- **Health and Nutrition:** No report. Commissioner Asimos was absent due to illness.

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- **Housing and Transportation:** Commissioner Bortel noted that he has stepped down as Chair and Commissioner Marchese is his successor. Bortel recently attended the Community Land Trust Association of West Marin (CLAM) meeting at Dance Place for the latest update on the Coast Guard housing project. There will be 32 + homes for seniors.

Bortel noted Commissioner Tricia Smith will step down as commission representative for District 3 but will stay on the committee as a public member.

- **Legislative Task Force:** Chair Boutilier noted the task force selected seven pieces of legislation for support. Ralph Hernandez of the County Administrator’s office will determine which ones will be supported by the Board of Supervisors versus the Chair of the Commission on Aging.
- **Planning Committee:** Commissioner Boutilier noted there has been no activity since the Area Plan presentation last April. The committee is currently taking a break.

New Business/Other:

Commissioner Boutilier noted she will be away in July and October and will not be able to attend this meeting.

Agenda for June 2nd General meeting:

Chair Dowling noted the agenda for the General meeting of June 2nd will include an action item to elect the commissioner officers for the coming year. The guest presenter will be Jon Gaffney, Senior Mobility Analyst from Marin Transit.

The meeting adjourned at 12:03p.m. The next meeting is Monday, June 27, 2016 from 10:30a.m. - 12:00p.m.