

COMMITTEE: EXECUTIVE	JULY 18, 2016	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1018
PRESENT: Ralph Marchese, Teri Dowling, Lee Pullen, Jim Monson, Salamah Locks, Chris Asimos, Ellie Bloch		
EXCUSED: Jody Timms, Sybil Boutilier ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1018 - Monday, September 26, 2016		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Dowling called the meeting to order at 10:38a.m. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The June 27, 2016 minutes were approved as written.</p> <p><b><u>Public Comment</u></b></p> <p>None</p>	

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**Chair's Report**

Chair Dowling reported the following:

James Mitchell is the new commissioner for the City of Belvedere. Vera Gertler was recently reappointed on a conditional basis by the city until a replacement could be found. Gertler will introduce Commissioner Mitchell at the September 1<sup>st</sup> General meeting. Dowling noted she has sent the new commissioner an email introducing herself and plans to have a more formal meeting at a later date. Director Pullen will plan to meet with the new commissioner in August.

Dowling will send a copy of the committee list to all commissioners to confirm their commitment to a subcommittee for this fiscal year. Dowling noted that while Ad Hoc Committees are important, the five subcommittee groups take precedence and each commissioner must be active on at least one subcommittee.

The District 3 seat previously held by Tricia Smith is currently vacant. This is Supervisor Sears' District. There are currently no applicants.

**Director's Report**

Director Pullen provided the following updates:

Pullen and Program Manager Ana Bagtas will attend the n4a annual conference in San Diego next week. Pullen and Bagtas are scheduled to present at the conference with Jon Gaffney from Marin Transit. The group will speak about the partnerships between the Area Agency on Aging, Marin Transit and other transit agencies.

Pullen will attend the White Caps Luncheon in Bolinas later this week with Commissioner Monson. This will be an opportunity to network with others and share information about the work about the Area

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Agency on Aging and the Commission on Aging.

**Action Item:**

**None**

**Discussion Items:**

a. Meeting presentations and locations:

Commissioner Marchese distributed the latest list of venues selected for the General commission meetings during FY 2016-17. Marchese noted the first segment of the list (September – December) is secured.

Pullen noted that H&HS Director Grant Colfax is confirmed as the November speaker. Pullen also noted he is responsible for securing the location for the November meeting and plans to visit the Corte Madera Library to see if it is a suitable meeting site.

Marchese noted the Corte Madera library is not a suitable meeting site and noted the Central Marin Police Authority is a great meeting venue with ample parking. Marchese offered to visit the Corte Madera Library instead of Pullen. Marchese will report back on his findings.

Since the Central Marin Police Authority is already scheduled on the calendar for March 2017, Pullen asked if the commissioners would be willing to meet in the same place twice during the fiscal year. Marchese commented that the Larkspur Policy Authority has been very supportive regarding the work of the commission and noted that having a meeting there will further cultivate relations between the two groups. Machese noted the Veterans Memorial Hall is also available for consideration as a meeting site.

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With respect to the General meeting calendar, Marchese noted he is working on confirming meeting space for the January 2017 meeting and asked the executives if the February 2017 meeting should be held at a location in West Marin.

Locks commented that San Rafael would be the preferable area to meet for January.

Commissioner Monson noted the San Geronimo Valley Community Center is more accessible than the Dance Palace. Marchese’s committee will look into the meeting space for February. The Health and Nutrition Committee Chair (Asimos) will take the lead on the presentation for that month.

Pullen noted the December presenter(s) should be finalized soon so that information can be included in the next issue of Great Age.

Marchese noted the June 2017 commission meeting slot will be kept open until early spring 2017. The tentative topic is World Elder Abuse Awareness Day and may involve a presentation by Supervisor Sears and the District Attorney’s office.

Marchese further noted the executive team should have a conversation with Supervisor Sears to call her attention to our sessions so the work of the commission can be exposed to the various city and town councils. Protocols around this would be discussed.

Chair Dowling noted the Area Plan for Aging 2016-2020 has already been presented to the Board of Supervisors this past April; however we should continue to update the Board now that they have the background.

Pullen noted the commissioners should make sure they schedule their regular visits to their appointing bodies.

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Locks would like to discuss commissioner roles and how we can stretch them during the commissioner retreat in September.

Dowling asked the executives how this discussion item should be framed. Perhaps a fuller discussion about working with our Board of Supervisors and county, how to keep it engaged and what is our want list?

Bloch asked if Supervisor Sears can come to an Executive Committee meeting.

In answer to Dowling’s question, Marchese noted to take a look at the four year plan, review objectives and coalesce them.

Dowling noted the commissioners will review the committee objectives at the retreat. The big question is “How are we going to complete the objectives?” We have a responsibility to the older adults in the county, in particular to the recent needs assessment and four-year plan.

Pullen also noted there is a commitment to the California Department of Aging (CDA).

Bloch noted it’s hard to get legislation passed without statistics about older adults with disabilities who are in a housing crisis and are losing their place of residence to which Dowling noted the Legislative Task Force should be addressing this matter.

Dowling noted that one outcome is that we all know what our objectives are and then go back to the committees. The question is how are we going to accomplish them?

Locks asked what is it that we need to take back to our legal bodies.

Marchese noted we have a responsibility to each jurisdiction and to really understand the

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protocols we are to follow and turning it back to the community we are accountable.

Dowling commented that she didn't want unrealistic expectations at the retreat. In summation, Dowling noted the following discussion items for the retreat:

- 1. How do we connect with the Board of Supervisors and town councils?
- 2. How do they know the work of the commission and understand it?
- 3. What about the unincorporated areas of Marin?

Dowling further noted that each subcommittee of the commission is responsible. The role of the Executive Committee is to provide guidance.

Locks noted that the Chair reminds the various committees about their presentation responsibilities and reports back the Executive Committee. This is how the General meetings are planned and structured.

**Committee Reports**

- **Health and Nutrition:** Commissioner Asimos had high praises for Dr. Lael Duncan who spoke at the July General Commission meeting. Asimos noted how effective she was and the meeting location (Temple Rodef Sholom in San Rafael) was perfect.

Asimos noted she has become more active with the work of the villages and that it is taking off. The group could use more members though. Asimos has volunteered to be on the coordinating committee.

The next meeting for the Health and Nutrition Committee is Tuesday, July 19<sup>th</sup>.

- **Housing and Transportation:** Commissioner Marchese noted there was no report since the

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next meeting is scheduled for Wednesday, July 20th. This will be Marchese’s first meeting as the Chair of this committee. Marchese asked former Chair Bortel to act as “vice chair.” Marchese noted that with the current housing crisis, it warrants that the committee should meet more than four times per year.

Dowling noted that the committee meeting more than four times per year seems appropriate.

Dowling stated with respect to the General meetings, the appropriate Chair should send a thank you note to the host of the venue. Since the July meeting was coordinated by the Health and Nutrition Committee, Commissioner Asimos will take the responsibility for sending a card to Rodef Sholom. All chairs of their respective committees will do the same when it is their turn to coordinate the General meeting.

- **Legislative Task Force:** Commissioner Bloch noted there was no report since the task force has not met recently. Their next meeting is September 2<sup>nd</sup>.
- **Planning Committee:** Commissioner Dowling noted that within the age-friendly group there has been a lot of talk about exploring a county wide effort for age-friendly.

Commissioner Marchese and Whistlestop CEO Joe O’Hehir will be taking a trip to Sonoma for a discussion on Collective Aging. They will meet with Juliana Balistreri, Care Navigator and age-friendly community coordinator.

Marchese asked if the Executive Committee could plan the meeting date for the media outreach effort with the Community Media Center of Marin. Dowling felt it would be best to adjourn this meeting and then contact Marchese’s assistant, Maple Ching, since she took the lead on coordinating the scheduling of that meeting.

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**New Business/Other:**

Commissioner Asimos inquired about offering Continuing Education Credits (CEU's) to participants of the symposium. Pullen noted we are not approved to give these out currently. Asimos will follow up with her connection in Mental Health to see what the process would involve.

Commissioner Locks noted that individuals can apply for BRN credits when appropriate.

The meeting adjourned at 11:53a.m. The next meeting is Monday, September 26, 2016 from 10:30a.m. - 12:00p.m.