

COMMITTEE: EXECUTIVE	OCTOBER 23, 2017	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1018
PRESENT: Ralph Marchese, Lee Pullen, Sybil Boutilier, Francie Bedinger, Marianne York, Teri Dowling, Salamah Locks, Chris Asimos		
PUBLIC:		
EXCUSED: Jody Timms, Ellie Bloch		
ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1018 - Monday, November 27, 2017		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Locks called the meeting to order at 10:35 a.m. Quorum established. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The July 24, 2017 minutes were approved as written. There were no minutes to approve for the meeting of September 25<sup>th</sup> since there was no quorum.</p>	

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

**Public Comment:**

None

**Chair's Report:**

Chair Locks reported the following:

1) Mental Health Services Act Update (MHSA):

Commissioner York provided this update. York noted she is currently on the MHSA Advisory Council. York met recently with Galen Main and was able to confirm there is grant funding available for an innovative mental health tool that is not evidence based since the MHSA Committee already feels they have that in place.

York noted the selection process for the new Mental Health Director has been postponed. York will write County Human Resources representative Vicki Martinez to find out the status.

Commissioner Dowling inquired if the Marin IJ was still interested in writing an article about older adults and mental health. Dowling will contact Rick Halstead. Chair Locks noted the importance of keeping up with these types of requests while the interest is strong and in the public's mindset.

Locks noted Commissioner James Mitchell, representative for the City of Belvedere, has resigned effective immediately.

2) Marin Senior Information Fair:

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

Locks encouraged the Commissioners to distribute flyers for the Marin Senior Information Fair held on Wednesday, October 25<sup>th</sup> at the Marin Exhibit Hall. Locks is working on a poster for the Commission booth featuring a theme of music from the 1950's, 60's, 70's and 80's. Commissioners are encouraged to staff the booth and come in costume.

Commissioner Boutilier noted that Parks & Recreation will be providing a van for transportation to the Senior Fair.

3) Staffing Considerations:

Pullen noted Jenay Cottrell, Program Manager for Aging will start on Monday, November 20<sup>th</sup>. Cottrell's start date was delayed since the County of Sonoma was unable to prepare for the transition due to the recent firestorm.

Locks reminded the Committee Chairs to keep their roster up to date by reviewing the list of public members by confirming they are still active.

**Director's Report:**

Director Pullen reported the following items:

1. Aging Action Initiative (AAI):

Pullen noted the Steering Committee met last week. Commissioners Dowling and Monson are members of this committee.

MarinSpace, which contracts with Linda Jackson for the AAI. is dissolving their organization. MarinSpace has since issued an RFI for another entity to take on the work previously

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

established by MarinSpace. Over 80 applications were received. The MarinSpace Board of Directors is looking favorably on the applications submitted by Eli Gelardin at Marin Center for Independent Living and Joe O’Hehir, CEO at Whistlestop. Both MCIL and Whistlestop have been asked to submit a joint proposal for consideration.

As part of the joint application process, MCIL and Whistlestop have asked for a letter of support from the Commission on Aging. Joe O’Hehir and Eli will submit a short synopsis to support the concept of having an ADI (Aging and Disability Institute). Pullen noted the letter of support will be reviewed by the full Commission at their next meeting on November 2<sup>nd</sup>.

Pullen noted under the new proposed structure that the AAI will stand on its own but may be managed by the ADI and Senior Access would stay on as a tenant.

Commissioner Marchese noted the structure of the new organization should be set in a way that does not alienate other organizations that applied during the RFI process.

2. Year of the Older Adult:

Pullen will have a conversation later today with Aide to Supervisor Rodoni, Lorenzo Cordova, to learn more specifics about the Year of the Older Adult project for 2018 and what Supervisor Sears and Rodoni’s expectations are for this joint venture. Pullen will provide an update at the November 2<sup>nd</sup> General meeting. Pullen noted we will want representation from the Commission as to whatever develops with this project.

Commissioner Boutilier noted that she, Director Pullen and Shirin Vakharia of Marin Community Foundation will comprise a panel at the Commonwealth Club event on Wednesday evening, November 1st. Joe O’Hehir will be the moderator for this discussion. Ticket information is available at the following url: <https://www.commonwealthclub.org/events/2017-11-01/aging-marin>.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

Boutilier also mentioned the Senior Health Policy Forum “Reframing Aging” on Wednesday, December 6<sup>th</sup> from 9:00am to 4:30pm at the South San Francisco Conference Center. Ticket information is available at the following url: <http://shpf.elders.org/Forum2017.aspx>.

**Action Item:**

**1) Approve Public Information & Media Policy:**

Locks asked for approval of the “Public Information and Media Policy” which was drafted by the Public Information and Engagement Task Force.

York referenced the history behind the development of this policy. After further review the executives agreed to approve the policy after striking the word “county” from the second paragraph on page 2. The sentence is revised to read, “Commissioners can work with media on matters already deemed approved by the Commission (e.g. affordable housing). York further emphasized the key issue is to be on the same page for talking points.

Commissioner Dowling made a motion to approve the policy as amended. Marchese seconded. All in favor. Motion passed.

**2) Accept 6-month Public Information and Engagement (PIE) Task Force Report:**

Commissioner York reviewed the Public Information and Engagement Task Force report which is an overview of the group’s objectives and progress to date. York noted the group has decided to remain a task force and will continue to meet thru December 2018.

York noted the task force favored publizing 457-INFO thru an ad in the Whistlestop 2018 directory versus taking on another expensive bus shelter campaign. It was also agreed amongst all members

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

and the Executive Committee that filming of the monthly Commission meetings will be discontinued since it is not cost effective.

Dowling inquired if there needed to be a change to the Commission Bylaws regarding the Public Information task force. Pullen responded by noting he will check with County Counsel.

Pullen noted York’s document is a report out and no action is needed other than to accept it. Commissioner Boutilier noted to accept and move forward to the General Commission meeting.

York closed the discussion by reminding Commissioners to report their public outreach efforts to Gary so he can track progress. She also made the distinction we are tracking outreach conducted by members of the Commission, not Commissioners inviting another person to speak at their meeting.

Boutilier would have clear distinction made as to what Commission outreach entails and will have a follow-up discussion with York at a different time.

Lastly, York hopes the Commission will really get involved with the “Year of the Older Adult” campaign.

**Discussion Items:**

**1) Monthly Presentation Schedule:**

The following updates and changes were made to the General meeting schedule:

January 4, 2018 will have Dementia Part I as the topic. The confirmed venue is Whistlestop.

February 1, 2018 will have “Dementia Part II” as the topic. The Health and Nutrition Committee will need to follow-up with Whistlestop to secure their venue. Chair Locks felt it is important for both meetings to be in the same location.

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

March 1, 2018 has been reassigned to Commissioner York and the Public Information and Engagement Task Force. The venue is already confirmed at Margaret Todd. Topic is tbd.

June 7, 2018 has been reassigned to Commissioner Marchese to schedule a topic related to transportation. The confirmed venue is the San Geronimo Valley Community Center.

**2) Committee and Task Force Reports:**

Pullen reminded the Commissioners if they have more than a brief 30 second update on a topic, they should inform the Chair ahead of time so the item can be properly noted on the agenda.

**Committee Reports:**

- **Planning:** Commissioner Boutilier noted there was no report. The next meeting is on Thursday, January 11, 2018.
- **Health and Nutrition:** Commissioner Asimos will work on the programming sequence for the two General commission meetings on dementia scheduled for January 4<sup>th</sup> and February 1<sup>st</sup>.
- **Housing and Transportation:** Commissioner Marchese noted there are issues with funding that supports senior transportation. Erin McAuliff from Marin Transit will follow-up on this matter.

The committees housing report will be reviewed by Leelee Thomas, Planning Manager at Marin Community Development Agency in order to review, critique and supply data. The deadline is six week from now. Marchese noted the finalized report will be submitted for review to the full Commission.

Marchese noted Commissioner Hagerty did an excellent presentation reviewing the preliminary

**MINUTES SUMMARY**

**ACTION  
TAKEN/RESPONSIBLE  
PARTY**

findings of the housing report.

Marchese hopes committee member Allan Bortel will have someone to recommend in order to carry on the advocacy work related to transportation after Bortel's departure.

- **Legislative Task Force:** Commissioner Bloch was unable to attend today's meeting due to another commitment. Commissioner Boutilier noted the task force had a great discussion at their meeting last week.
- **Public Information and Engagement:** Commissioner York already provided her report during this meeting. See action item #2.

**New Business/Other:**

The meeting adjourned at 12:04 p.m. The next meeting is Monday, November 27, 2017 from 10:30 a.m. - noon.