

COMMITTEE: EXECUTIVE	NOVEMBER 27, 2017	LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1018
PRESENT: Lee Pullen, Sybil Boutilier, Francie Bedinger, Marianne York, Teri Dowling, Salamah Locks, Chris Asimos, Jenay Cottrell, Ellie Bloch		
PUBLIC: Linda Jackson		
EXCUSED: Jody Timms, Ralph Marchese		
ABSENT:		
RECORDER: Gary Lara		
Next Meeting: 10 N. San Pedro Rd., Conference Room 1018 - Monday, January 22, 2018		

MINUTES SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b><u>Agenda</u></b></p> <p>Chair Locks called the meeting to order at 10:42 a.m. Quorum established. The agenda was approved as written.</p> <p><b><u>Minutes</u></b></p> <p>The October 23, 2017 minutes were approved as written.</p>	

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**Public Comment:**

Linda Jackson debriefed regarding the second seminar of “Inform & Connect” held in November at Homeward Bound of Marin. This full day event was for frontline workers on how to offer services to clientele age 85+. The workshop had great attendance with 19 guest speakers.

**Chair’s Report:**

Chair Locks reported the following:

1) Triple A Council of California (TACC) Alternate:

Locks noted she will attend the December meeting in Sacramento. Currently, Commissioner Boutilier is listed as the alternate. Locks will speak to Commissioner Marchese offline to confirm whether or not he can serve as an alternate.

2) Aging Action Initiative (AAI) Report Back:

Locks noted the AAI Steering Committee has two members of the Commission on its governing board: Commissioners Monson and Dowling. Locks would like for the full Commission to be updated on the discussions taking place at the steering committee meetings. Linda Jackson will continue to provide updates at the Executive Committee. Commissioners Monson and Dowling will debrief to the General Commission after the Steering Committee meets. Report outs will be noted on the agenda.

3) Commission Roster:

Locks reviewed the roster of all subcommittees and asked each Chair to make sure their list of participants is up to date. Commissioner Dowling suggested the Chair of each committee

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have these conversations within their respective committee. Locks asked each of the committee Chairs to forward updates to Gary.

Pullen noted members of the public can join a committee but do not have voting rights. There is also a larger roster of people that would like meeting notifications.

Gary will add Commissioner York as the MHSA Advisory Council representative and Chair of the Year of the Older Adult Ad Hoc Committee.

4) Community Stakeholder Meetings:

Locks noted one of the Commission’s objectives is to have a place at the table for the different areas they are supporting. A decision needs to be made as to who and what meetings the Commissioners will attend. Commissioner Bedinger suggested notifications thru email. Locks agreed to send out relevant notifications when appropriate. Commissioners who participate in a particular meeting will be expected to provide an update to the full Commission during the business meeting.

Locks would like to know who’s going to be on the selection process for the new Behavioral Health Director. York noted Vicki Martinez is the person to contact if interested in participating on the oral board panel. The executives suggested Chris Asimos participate.

**Director’s Report:**

Director Pullen reported the following items:

- 1. Age-Friendly Marin RFQ:

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Pullen began his update by introducing new Aging Program Manager Jenay Cottrell who started last week. Jenay previously worked for the County of Sonoma Adult and Aging Services as a Program Planner and Evaluator. Prior to this, Jenay was the Executive Director of Love is the Answer (LITA). Jenay spoke briefly about herself and looks forward to working with the Commission.

Pullen noted the Request for Qualifications (RFQ) went out last week. Pullen thanked Linda Jackson, Jenay Cottrell and Commissioner Boutillier for their input and noted we will have a dedicated person on board for two years.

Pullen recently heard from Commissioner Brilliant who noted she would like to meet in December with the Mill Vally City Council in order to get the city started on the age-friendly process.

2. Year of the Older Adult:

Pullen noted the initial planning meeting for this project took place earlier this month. The meeting participants included Board Aides Lorenzo Cordova and Maureen Parton in addition to Jenay Cottrell, Commissioners Monson and York, Joe O’Hehir, Linda Jackson and Pullen.

Linda Jackson distributed an update on the discussion that took place noting the five goals for this project which are to:

- a. Promote Marin as a great place to grow old
- b. Bring all ages together to understand and celebrate the social, cultural and economic contributions of Marin’s older adults
- c. Raise community awareness of ageism that affects the opportunities of Marin's older population
- d. Identify new strategies, policies and programs to address the needs of Marin’s older

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- population
- e. Showcase existing and new collaborations between and among neighbors, businesses, government, education and community organizations that expand opportunities for older adults

Jackson noted this project will kick off in January 2018 with a resolution from the Board. Linda noted the next meeting will focus on continuing to develop the matrix for this year long project.

Gary was asked to distribute Linda’s meeting summary notes to the executives.

Commissioner Boutilier asked Director Pullen to provide a brief update on his attendance at the recent C4A conference in Los Angeles. Pullen noted the highlight for him was the Legislative public hearing and the discussion with other State legislators focusing on the needs of older adults.

**Action Item:**

None

**Discussion Items:**

**1) Bylaws – Committees and Task Forces (Public Information & Engagement & Legislative):**

Locks noted per the Brown Act and County Counsel, there cannot be an ad hoc for an indefinite period of time. The Public Information and Engagement Ad Hoc Committee and Legislative Task Force will either need to become an official committee or an ad hoc task force for a period of six months to one year.

Locks noted the next step in this process is to establish a Bylaws Committee with a minimum of

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three Commissioners to review the Bylaws and note where changes need to be made. Commissioner Boutilier volunteered to participate.

Pullen recently spoke with County Counsel noting how knowledgeable they were about the Brown Act and commissions. Pullen was advised by counsel that under the Brown Act there is no such thing as an on going task force. An Ad Hoc Committee is limited to durations of six months with no Brown Act notifications or quorums required. You can't have a task force that goes on month after month; nor can you officially report back to the committee.

Commissioner Boutilier and Bloch agreed to form a Bylaws review committee with one additional member to review the proposed structure of verbiage. Locks will make an announcement at the next General meeting in order to solicit the third participant.

Pullen noted the revised Bylaws will be voted on by the full commission and ratified by the Board of Supervisors.

Commissioner York discussed the current status of the Public Information and Engagement Task Force. York noted her current role as the sole chair is a lot to handle and hopes to get two energetic Commissioners on board to share the duties as "Co-Chairs."

After reviewing the Brown Act regulations, York proposed forming a "Year of the Older Adult" Ad Hoc Committee for six months and tabling the Public Information and Engagment Committee until further notice. York is planning to do a report out at the March 1, 2018 Commission meeting.

Pullen noted the Legislative Task Force can continue to meet for the next couple of months while the Bylaws are being revised.

Locks noted she will request another Commissioner to participate on the Bylaws committee

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during her update at the General meeting on December 7<sup>th</sup>.

Pullen noted the Bylaws committee should meet sometime in December and plan to report back to the Executive Committee at the meeting of January 22, 2018.

**Committee Reports:**

- **Planning:** Commissioner Boutilier noted the committee has not met recently. Their next meeting is scheduled for January 11, 2018 at the Redwoods.
- **Health and Nutrition:** Commissioner Asimos noted the committee met earlier this month and will meet again on December 14<sup>th</sup>. The committee is responsible for both the January 4<sup>th</sup> and February 1<sup>st</sup> Commission meetings in 2018. The title of the January presentation will be “Dimensions on Dementia.” Commissioner Zeller will be the presenter at the January meeting and will discuss where we are at with research and the demographics. The goal is to entice people so they will want to come back for the second part of the presentation the following month. Dr. Rammohan Rao, formerly of the Buck Institute for Research on Aging will be the guest presenter in February and will speak about current research on reversing dementia. Both the January and February meetings will take place at Whistlestop. Everyone is encouraged to ride the Smart Train to the Commission meetings.
- **Housing and Transportation:** Commissioner Marchese was unable to attend today’s meeting.

Commissioner Boutilier noted the committee reviewed the senior housing report by Commissioner Hagerty. There will be some refining of data for the different cities. Linda Jackson is assisting Commissioner Hagerty with the report. Jackson requested photos of senior housing and accessory dwelling units from the executives so they can be included with the report.

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Jackson noted there are some important advocacy issues being addressed at the Board of Supervisors on December 5<sup>th</sup> and 12<sup>th</sup> around rental protection and evictions.

- **Legislative Task Force:** Commissioner Bloch noted they met earlier this month. The CSL also met and selected the top 10 bills which the task force will review at their next meeting on January 5<sup>th</sup>.

Bloch received the Moira Jackson Award from the CSL for distinguished service. The award was presented to Bloch at the November Legislative session.

Commissioner Boutilier received a call from Joan Lubamersky regarding age-friendly senior permits. Assemblymember Levine is interested in a State version of this. After a follow-up call from Sacramento, it looks like they are going to create a discounted building permit process for older adults.

- **Public Information and Engagement (PIE):** Commissioner York noted the March 1<sup>st</sup> Commission meeting will focus on civic engagement and will encourage older adults to volunteer.

Gary will send out a cancellation for the December 11<sup>th</sup> meeting.

**New Business/Other:**

Chair Locks noted she and Commissioner Marchese would like support from the executive team in regard to planning a symposium for May 2018. Locks recently conducted a site visit at the Four Points Sheraton in San Rafael and identified this as a possible venue for the event.

Pullen noted that the decision to not have another symposium similar in format to the last 13 symposiums was not a quick one but was the result of a two year evaluation of the program, including

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costs, falling attendance, community benefit and allocation of staff resources. In addition, next year is the Year of the Older Adult and May is being reserved for the commission to have a related event during the month of May.

Commission Dowling stated there needs to be further discussion before any decision making is made about a symposium. This topic was tabled for the January Executive meeting.

Pullen agreed to call a meeting in December with Locks, Marchese, Dowling, Monson and York to discuss ideas around the Year of the Older Adult program.

The meeting adjourned at 12:07 p.m. The next meeting is Monday, January 22, 2018 from 10:30 a.m. - noon.