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| COMMITTEE: EXECUTIVE | FEBRUARY 25, 2019 | LOCATION: 10 NORTH SAN PEDRO ROAD, RM 1018 |
| PRESENT MEMBERS: Ralph Marchese, Salamah Locks, Chris Asimos, Sybil Boutilier, Ellie Bloch, Teri Dowling, Girija Brilliant, Sue Kwentus | | |
| PUBLIC: Diana López | | |
| STAFF: Lee Pullen, Gary Lara | | |
| EXCUSED: | | |
| ABSENT: | | |
| RECORDER: Gary Lara | | |
| Next Meeting: 10 N. San Pedro Rd., Conference Room 1018 - Monday, March 25, 2019 | | |

| MINUTES SUMMARY | ACTION TAKEN/RESPONSIBLE PARTY |
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| <p><u>Call to Order</u></p> <p>Chair Locks called the meeting to order at 10:38a.m. once the quorum was established.</p> <p><u>Agenda</u></p> <p>The February 25, 2019 agenda was approved noting the correct date of the January minutes to approve was January 28 not January 3.</p> <p><u>Minutes</u></p> <p>The January 28, 2019 minutes were approved as written.</p> | |

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| <p><u>Public Comment:</u></p> <p>None</p> <p><u>Chair's Report:</u></p> <p>Chair Locks reported the following:</p> <ol style="list-style-type: none"> 1) The planning committee for the Commission's May 2 health event noted they have secured the Four Points Sheraton in Terra Linda as the venue. Locks noted the event will commence at 9:30a.m. and feature two speakers followed by lunch. The committee is still evaluating speakers. Tentative topics include dental health and hearing loss. <p><u>Director's Report:</u></p> <p>Director Pullen reported the following administrative items:</p> <ol style="list-style-type: none"> 1) The department has hired Mandy Reyes as the new senior program coordinator for Aging. 2) Grant Colfax has resigned his position as director of Health and Human Services. The new interim director of H&HS is Hyacinth Hinojosa. <p><u>Action Items:</u></p> <ol style="list-style-type: none"> 1) Appoint Sue Kwentus as Commission Secretary: Commissioner Bloch made a motion to approve Commissioner Kwentus as the new Commission secretary. Motion passed. All in favor. None opposed. | |

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2) Kentfield – Greenbrae Heritage Day:
Locks spoke about this upcoming event on Saturday, May 4. More information can be found at this url: <https://www.kghs.org/>.

Locks would like the Commission to have a table at this event that would be staffed by the Commission. Locks requested this item to be brought before the full commission at their March meeting. Commissioner Boutlier made a motion. Commissioner Brilliant seconded the motion. Motion passed. All in favor. None opposed.

3) COA Response to the HHS Strategic Plan:
Commissioner Dowling provided an overview of the findings to be presented to the BOS during public comment regarding the H&HS Strategic Plan. In addition to the BOS presentation, the following goals will be brought before the full Commission for review.

- ✓ The Commission on Aging will send a formal letter to the BOS requesting that members of the Commission on Aging help develop the criteria for the new HHS Director and participate fully at all stages of the interview process.
- ✓ The Commissioners (plus others as appropriate) meet with the supervisor who appointed them. Schedule to be set up at a later date.
- ✓ The members of the Commission who interview the supervisors will meet with Dowling’s task force to review the information they have gathered and based on that information determine next steps.

Pullen noted the task force should have a draft letter ready to vote on by the full commission at their meeting of March 7. Once the letter is approved, the Chair and BOS appointed Commissioners will go to the Board, read the letter, then have follow up conversations with BOS supervisors. Pullen further stated it is important not to have another plan to run parallel to the

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H&HS Equity Plan.

Dowling noted there was no voice for older adults at the H&HS executive level. She would like to keep the voice for older adults at the table during the executive level discussions. The executives agreed that members of this executive team should meet with H&HS interim director Hyacinth Hinojosa.

Kwentus noted the executive team, at minimum, get on the phone to provide advance notice to the BOS and CAO about their intent in order to make it less confrontational.

Commissioner Boutilier moved to accept the letter that Dowling will draft, strike the reference to older people of color (as suggested by Chair Locks), and take to the Commission for approval on March 7. The Commission will also be asked to approve the meetings with the BOS, CAO and Hy Hinojosa. Motion passed. All in favor. None opposed.

Commissioner Dowling will draft the letter and send to her committee along with talking points for review. Dowling’s subcommittee will meet with Matthew Hymel and Hy Hinojosa.

Commissioner Brilliant would like to go on record stating what a great job Dowling’s task force did.

- 4) AAI / AAA / COA / Age-Friendly Collaboration:
Commissioner Dowling provided a handout proposing how these groups can work together. In addition to identifying key things to work on, the following are some recommended actions to be considered by the Commission on Aging.
 - ✓ The Commission on Aging agrees (votes) to pursue this collaboration and work with AAI, Age-Friendly, AAA and others to identify key areas (the WHAT) they wish to address together in the next few years.

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| <p>✓ The Commission on Aging, at the fall 2019 retreat, will discuss and identify new collaborative directions they would like to take in the next few years. The Commission should use all the data available to them, identify gaps and barriers and recommend solutions.</p> <p>Dowling noted a meeting amongst the representatives of each group is scheduled for Tuesday, March 5 at Whistlestop. After that time, Dowling will report back to the Executive Committee.</p> <p>Dowling asked for a motion to bring this collaborative effort before the full Commission. Bloch made a motion. Motion passed. All in favor. None opposed.</p> <p><u>Discussion Items:</u></p> <p>1) General Policy Development (State and Federal) Levels: Locks and Director Pullen recently had a conversation about the Commission being out in the community and being seen as a viable entity. Organizations such as the American Nurses Association have requested input from entities on topics for their policy proposals. Issues that are discussed at the Commission level should be considered more on a global scale; not just at the legislative level. The executives agreed to table this discussion for the meeting of March 25.</p> <p><u>Committee Reports:</u></p> <p>Health and Nutrition: Commissioner Asimos noted the next meeting is on Monday, March 18. Plans are in the works to finalize the program for the General Commission meeting on June 6, 2019.</p> <p>Legislative: Co-Chair Bloch noted that both Senator McGuire and Assemblyman Levine have signed the CSL bill for funding. Bloch will be in Sacramento this Thursday to watch the status of the bills.</p> <p>Housing and Transportation: Commissioner Marchese noted their next meeting is March 20.</p> | |

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| <p>Marchese expects to receive the Year of the Older Adult achievement report from the Board of Supervisors soon.</p> <p>The Junior Accessory Dwelling Unit (JADU) expo at Whistlestop on February 7 was well attended and very successful.</p> <p>Planning: Brilliant noted the group meets tomorrow, February 26.</p> <p>The Marin Interagency Disaster Coalition will hold its first county-wide workshop. This is being funded by Marin Community Foundation.</p> <p>ByLaws: This committee consists of Commissioners Bloch, Brilliant and Boutilier. Brilliant read the committee's report of their findings for the proposed changes to the COA Bylaws. The committee agreed NOT to change the length of terms of office referenced in Article XII – Composition of the Commission. Terms will remain for <u>one</u> year only. The committee's only recommendation were revisions of any grammatical errors. Commissioner Boutilier noted these types of revisions would not be necessary to resubmit to the Board of Supervisors for approval.</p> <p><u>New Business/Other:</u> None</p> <p><u>Adjourn</u> The meeting adjourned at 12:07 p.m. The next meeting is Monday, March 25, 2019 from 10:30 a.m. - noon.</p> | |