**COMMITTEE**: PLANNING  
**DATE**: July 26, 2019  
**LOCATION**: 10 N. San Pedro Rd., Suite 1025

**PRESENT**: Jody Timms, Girija Brilliant, Teri Dowling

**ABSENT**: Sybil Boutilier

**RECORDER**: Amy Dietz

**NEXT MEETING**: TBD

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<tr>
<th>MINUTE SUMMARY</th>
<th>ACTION TAKEN/RESPONSIBLE PARTY</th>
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**Call to Order:**
Chair Brilliant called the meeting to order at 10:34 a.m.

**Agenda Approval:**
The agenda was approved as written.

**Meeting Minutes Approval:**
The minutes were approved as written.

**Open Time for Public Expression:**
- Commissioner Timms stated that Jennifer Globis from Whistlestop asked for a short article re: Disaster Preparedness.
- The committee debriefed the Disaster Preparedness meeting; all felt it was excellent.
- Timms: Age Friendly Fairfax new goal = support the development of neighborhood response groups (NRG) and block captains.
- What are the barriers to reaching out to our neighbors?
### Chair’s Report:
- Received good feedback for commission meeting. Film maker was glad to attend. All speakers felt appreciated and learned from comments shared.
- At the Executive Committee there was some confusion as to goals and objectives.
- Salamah will be sponsoring the MCCOA October meeting on census 2020
- Girija has applied for a volunteer position on a committee re: redistricting the state.

### Area Plan Needs Assessment:
- The Planning Committee reviewed the draft Area Plan Needs Assessment questionnaire as had been revised by Davis Research AAA staff.
- The committee wants to know if callers will leave a message. It is important for this population.
- Be sure at the start of the call, caller Asks, “Can you hear me clearly?”
- Calls will begin in mid-August.
- The caller ID will be Marin Health and Human Services.

### Planning Committee Membership:
- Chair Marchese may appoint someone new to the committee if no one expresses interest.

### Committee goals and objectives:
- There is confusion by the rest of MCCOA as to role of the Planning Committee.
- There may be a strategic planning process for the MCCOA. The Planning Committee is a part of this but does not lead the process.
- As part of the retreat, how goals and objectives are created should be one of the agenda items discussed.

### Next Meeting: TBD