**MINUTE SUMMARY**

**Call to Order:**
Chair López called the meeting to order at 9:33 a.m.

**Agenda Approval:**
The agenda for Nov. 20, 2020 was approved as written.

**Meeting Minutes Approval:**
The minutes for Oct. 16, 2020 was approved as amended to say the Lisa Brinkmann won't officially be the Vice-chair until the By-laws have been approved by the Board of Supervisors (BOS) in December. The County Council has approved the changes.

**Preparation for December 10, 2020 Town Hall with Mike McGuire and Marc Levine:**
The top priorities for topics for town hall meeting were discussed and determined. Lee Pullen and Diane Lopez will meet to put together an agenda of questions and will include Carole Mills and Joan Lubamersky.

**ACTION TAKEN/ RESPONSIBLE PARTY**
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**Open Time for Public Expression:**
None

**Legislative Aide Reports:**
None

**Chair’s Report (López):**
- Chair López asked that the committee watch a Justice in Aging webinar called ‘Post-Election Implications for Older Adults’. [https://register.gotowebinar.com/register/6471446576027504144?source=website](https://register.gotowebinar.com/register/6471446576027504144?source=website)
- It was discussed if it would be useful to have someone from Justice in Aging give a presentation at a future meeting. Will discuss more in the future.
- Upcoming events: Dec. 10 - Marin Economic Forum will have a presentation about the Marin economic recovery. The Permit Simplicity Project is doing a survey. If you are interested, fill out this survey.

**Review Leadership Guidance Document:**
- Please review these guidelines for the roles of the Chair and Vice-chair and if you have any feedback on the document, email Chair López.

**Discussion – Legislative Priorities – Meeting with Assemblyman Huffman’s Aides:**
- Jared Huffman will not be at the meeting on Dec. 10. His aides have contacted Chair López and asked what the committee’s legislative priorities are and would like a meeting set up with them. The committee began a discussion on the process, an optimal time to do this and what to discuss with the aides.

**New Business:**
None

**Adjourned:** The meeting adjourned at 11:00 a.m.

**Next Regular Meeting:** Friday, December 18, 2020