

<b>COMMITTEE:</b> PLANNING	<b>DATE:</b> May 31, 2022	<b>LOCATION:</b> Zoom
<b>PRESENT:</b> Girija Brilliant, Sybil Boutilier, Josaphine Buennagel, Teri Dowling, Jean Gunn, <i>Diana Lopez, Wendy Nuessle, Fred Silverman, Sylvia Barry, Jenay Cottrell</i>		
<b>ABSENT:</b> Jasmina Etemovic		
<b>RECORDER:</b> Amy Dietz		
<b>NEXT MEETING:</b> Tues., May 31, 2022		

MINUTE SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b>Call to Order:</b> Commissioner Brilliant called the meeting to order at 3:04 p.m.</p> <p><b>Agenda Approval:</b></p> <ul style="list-style-type: none"> <li>• Commissioner Boutilier made a motion to approve the agenda.</li> <li>• Commissioner Gunn seconded.</li> <li>• Motion carried 5-0.</li> </ul> <p><b>Open Time for Public Expression:</b></p> <ul style="list-style-type: none"> <li>• Commissioner Boutilier asked whether there was a vaccination requirement at tomorrow's Health Forum. Commissioner Dowling said that it was at the bottom of the flyer.</li> </ul> <p><b>Minutes Approval:</b></p> <ul style="list-style-type: none"> <li>• Commissioner Boutilier made a motion to approve the agenda.</li> <li>• Commissioner Gunn seconded.</li> <li>• Motion carried 5-0.</li> </ul>	

MINUTE SUMMARY	ACTION TAKEN/RESPONSIBLE PARTY
<p><b>Bylaws:</b></p> <ul style="list-style-type: none"> <li>• Commissioner Silverman, on the Bylaws committee, stated that the Bylaws committee would be meeting on Tues. The draft bylaws were sent to commissioners May 12 for comments and will then be brought to a vote at the June 2 MCCOA meeting. If the committee had proposed wording, it could be incorporated as an amendment at the meeting.</li> <li>• The Planning committee reviewed the committee description in the draft Bylaws: <i>The Planning Committee oversees and guides the development of the state-mandated Marin County Area Plan for Aging and its annual updates. It examines emerging issues impacting older adults and plans strategies to address them.</i></li> <li>• There was discussion as to whether the description should also encompass the following: Needs Assessment, Goals/ Objectives, Age Forward. <ul style="list-style-type: none"> <li>○ There was discussion as to which, if any, committee would be responsible for collecting and reviewing different committee objectives and what the timeline would be.</li> <li>○ There was discussion as to what the role of the committee would be with Age Forward.</li> <li>○ Chair Brilliant stated that the description should also help to attract commissioners to join.</li> </ul> </li> <li>• Commissioner Dowling recommended that the vote on the Bylaws be held until the committee and the commission had more time to review the document and submit revisions.</li> <li>• There was discussion that that the Bylaws committee had been working for sufficient time and that this was already going to be on the agenda for the next monthly meeting.</li> <li>• Chair Dowling will draft a revised description of the committee to vote on next week.</li> </ul> <p>Staff Update:</p> <ul style="list-style-type: none"> <li>• Grab and Go will continue through Sept. 30.</li> </ul> <p><b>Next meeting:</b> Tues., May 31, 2022 via Zoom</p>	

