Call to Order:
Commissioner Dowling called the meeting to order at 1:32 p.m.

Agenda Approval:
- Motion/Seconded/Carried (M/S/C) – Denton Cohen/Asimos/3-0

Minutes Approval:
- M/S/C – Denton Cohen/Asimos/3-0

Open Time for Public Expression: N/A

Review AAA Needs Assessment data, discuss publicity for the Feb. 12th Commission Meeting, review next steps for the Planning Committee:
- Review AAA Needs Assessment data – the committee reviewed the initial draft of the Needs Assessment and gave input. Staff will take all comments, questions and suggestions back to Davis Research.
- Publicity for Feb. 12 MCCOA meeting – the committee made suggestions on ways to get the word out to the public.
### MINUTE SUMMARY

<table>
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<th>ACTION TAKEN/ RESPONSIBLE PARTY</th>
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**Meeting Date Change for February:**
- The next meeting will be Feb. 16, 12:30-2 p.m.
- Please hold the Feb. 8 meeting on your calendar until further notice.

**New Business and Announcements:** N/A

**Adjournment:**
M/S/C – Denton Cohen/Asimos/3-0
Adjourned: 3:07 p.m.

**Next meeting:** Feb. 16, 2024 from 12:30-2 p.m.