

**Advisory Council on Aging (ACOA) Executive Committee
Minutes for January 4, 2023 meeting**

Call to Order: James Donnelly, ACOA President, called the meeting to order at 9:32 am.

Present: Swamini Bajpai, James Donnelly, Kevin Donovan, Jennifer Doran, Jill Kleiner, Shirley Krohn, Steve Lipson, Gerald Richards

Absent: Candace Evans

Staff: Jenny Lam and Glenda Pacha

Approval of Agenda

- Adoption of Today's Agenda:
Kevin Donovan made a motion to approve the agenda. Steve Lipson seconded the motion. The agenda was approved unanimously.

Approval of December Minutes

- Steve Lipson made motion to amend minutes to remove "cities" from ATT update. Gerald Richards made a motion to approve the December 2022 minutes as amended. Shirley Krohn seconded the motion to approve minutes as amended. The minutes were approved unanimously.

Area Agency on Aging (AAA) Report – James Donnelly

- Anthony Macias has left the Area Agency on Aging.

President's Report – James Donnelly

- New members to be reviewed by Ana Bagtas and Tracy Murray before they go to Board of Supervisors. Jim and Jill will meet with Ana to discuss new protocol.
- Area Agency on Aging to update Advisory Council on Aging (ACOA) on changes that will be implemented to ACOA in January 18, 2023 General Meeting.

Committee Reports:

Membership/Nominating Committee - Jill Kleiner

- Jagjit Bhambra – will become Membership Chair for 2023.
- Member At Large seat #3: Michelle Hayes to be appointed.
- Alternate seat #4: Thomas Lang to be appointed.
- Cate Burkhart: Richmond Local Seat appointment pending BOS approval.
- Marilyn Fowler: potential Concord representative, waiting for her application.
- Two pending Membership interviews to be scheduled for January Membership meeting
- Current vacant seats: Concord, Pinole, San Pablo.

Planning Committee – Kevin Donovan

- Review Goals and Objectives on Area Plan Update during January 10, 2023 meeting.
- Ana to provide general timeline on Planning Committee's involvement with activities such as Request for Proposal reviews, annual and quarterly provider monitoring, Area Plan Update, etc.

Health Workgroup - Jennifer Doran

- Provided Area Plan Update revisions on Goals and Objectives related to Health Workgroup.

- Two presentations scheduled for Elder Abuse. Elder Abuse Prevention Project will provide initial presentation in January 2023 meeting.
- Currently working on Aging in Place at Home Brochure and will address isolation issues as well.

Housing Workgroup – Gerald Richards

- Meetings will resume in January 2023.

Legislation Workgroup – Shirley Krohn

- Steve Lipson and Lorna Van Ackeren to be engaged in Legislation Workgroup on upcoming legislative issues.

Senior Mobility Action Council (Transportation Workgroup) – Jim Donnelly

- Mary Bruns retired and will no longer be Chair of SMAC. Jim Donnelly to be Chair of SMAC for 2023.
- Next SMAC meeting scheduled for January 17, 2023.

Technology Workgroup: Steve Lipson

- Met with Larena Balzado, EHS Web Producer who will help with ACOA webpage updates.
- Meeting with Ana Bagtas scheduled to discuss webpage expectations and Area Plan Update Goals and Objectives.

Consent Items:

- Leave of Absence Sara Shafiabady for December 12, 2022 meeting
- Approve Michelle Hayes to fill vacant Member-at-Large seat #13
- Approve Thomas Lang to fill vacant Alternate Seat #4
- Jill Kleiner motioned to approve consent calendar. Kevin Donovan seconded the motion to approve consent calendar. The consent calendar was approved unanimously.

2023-24 Area Plan Update Goals and Objectives - Workgroup and Committee chairs

- Steve Lipson will meet with Ana Bagtas prior to revising the Area Plan Update Goals and Objectives.
- Gerald Richards will meet with Housing Workgroup to review and discuss Area Plan Update Goals and Objectives.
- Workgroups will need to submit their changes to Area Plan Update Goals and Objectives by end of January 2023. Planning Committee will review workgroup updates in February 2023 meeting. Final draft of the Area Plan Update Goals and Objectives will be presented at General Meeting in March 2023.

ACOA 2023 Meeting Presentations:

- Contractor presentations: Jim to see if Alzheimer's Association can present in January 2023 meeting. Will also attempt to schedule other AAA contractors to present during our meetings.
- Jenny/Glenda to send Jill a list of contractors and contact info to coordinate presentations.

Public Comment:

- The group collectively thanked Jim Donnelly for his leadership as President of the ACOA.

Next Meeting: Wednesday, February 1, 2023

The meeting adjourned at 11:23 am.

DRAFT