

**Advisory Council on Aging (ACOA) Executive Committee  
Minutes for February 2, 2022 meeting**

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

Present: Jim Donnelly, Kevin Donovan, Jennifer Doran, Dennis Yee, Jill Kleiner, Shirley Krohn,  
Steve Lipson, Mary Bruns, Gerald Richards

Staff: Anthony Macias

**Approval of Agenda/Minutes**

- Adoption of Today's Agenda: Jennifer made a motion to approve agenda. Shirley seconded the motion. The agenda was approved unanimously.
- Adoption of January 2022 Minutes: Proposed amendment to the minutes: correct date of meeting as December 1, 2021. Shirley made a motion to approve the minutes as amended. Jennifer seconded the motion. The minutes were approved unanimously as amended.

**Area Agency on Aging (AAA) Program Report:** Anthony Macias

- Master Plan for Aging (MPA) local implementation plan created by Ana Bagtas was submitted to the County Administrator's Office (CAO) for Measure X funding support.
- New AAA staff to begin in February for the HICAP Manager role and Senior Staff Assistant working on AAA projects and programs.
- The Public Hearing on the Area Plan Update FY 2022-23 is scheduled for March 16 at the ACOA meeting.

**Area Plan Update (APU) Goals & Objectives**

- The Planning Committee completed the review and revisions of AAA Area Plan Update goals and objectives submitted by ACOA committees and workgroups.

**President's Report:** James Donnelly

- Jim is meeting with Ana to discuss MPA Local Playbook forum, tentatively scheduled for November of this year.

**Committee Reports:**

- Membership Committee: Jill Kleiner
  - City of Martinez appointed Jody Iorns to be their representative. Anthony is completing process for Jody's approval by Board of Supervisors.
  - Current City vacancies include El Cerrito, Pinole, San Pablo, and San Ramon.
  - Dale Harrington will be appointed to vacant member-at-large (MAL) seat.
  - Senior Nutrition Program representative seat remains vacant.
  - Jill will be speaking at the West County Senior Coalition Meeting on February 9 in order to recruit council members from this underserved part of the county.
- Planning Committee: Kevin Donovan –
  - Thanked to Michelle Berman and all committee members for their work on the review and revision of the APU goals and objectives.
  - Contracts monitoring training will be in April.

- Health Workgroup: Jennifer Doran –
  - Workgroup is continuing the development of the Long-term-care informational flyer.
  - Reviewing health disparities by race/ethnicity during COVID pandemic.
- Housing Workgroup: Gerry Richards – No report.
- Legislative Advocacy Workgroup: Shirley Krohn –
  - First meeting on Tuesday February 7.
  - There are currently six Assembly proposals from California Senior Legislature.
- Senior Mobility Action Council (Transportation Workgroup): Mary Bruns –
  - Invited the Executive Director of the Contra Costa Transportation Authority to speak at a future meeting.
  - Members of the workgroup will attend the Accessible Transportation Strategic Plan (ATSP) task force meetings and provide information about ATSP to larger workgroup.
- Technology Workgroup: Steve Lipson –
  - Workgroups members to work with ACOA workgroup chairs and members to assist with creating content for website.
  - Continue to work on digital divide issues and adult education of technology.

**Membership Buddy program and Membership Expectations – Jill Kleiner**

- Review of new member Buddy program duties.
- Buddy program participation is considered a membership expectation.

**Consent Item:** Steve made a motion to approve the appointment of Dale Harrington to fill MAL #13. Shirley seconded the motion. The motion was approved unanimously.

**ACOA 2022 presentations**

- February – California Senior Legislature (CSL) – Shirley Krohn
- March – AAA 2022-23 Area Plan Update Public Hearing
- April – Digital Divide - Steve Lipson
- May – Older Americans Month
- June – Elder Abuse Awareness Month

**Action Items:**

- Consent Item- Dale Harrington to fill MAL #13.

**Public Comment:**

Jim would like to review the Annual Report format provided by the CAO's office.

**Next Meeting:** Wednesday, March 2, 2022

**The meeting adjourned at 11:25 am.**