

**Contra Costa County Advisory Council on Aging
Executive Committee Meeting Minutes
Wednesday, February 6, 2019**

Call to Order: Susan Frederick called the meeting to order at 9:30 am.

Present: Susan Frederick; Arthur Kee; Shirley Krohn; Jim Donnelly; Richard Nahm; Ruth McCahan; Gail Garrett; Jennifer Doran; Jagjit Bhambra; Mary Bruns

Absent: Mary Dunn Rose

Staff: Laura Cepoi; Anthony Macias

Public Comment / Approval of Agenda/Minutes

- No comments
- February agenda: Arthur moved to approve agenda, Jim 2nd the motion, unanimously approved
- January Minutes: Jim moved to approve agenda, Arthur 2nd the motion, unanimously approved

Announcements and Correspondence

Susan sent thank you email to Zuleika Godinez about presenting last month, Anthony to inquire again about receiving copy of PowerPoint presented by Zuleika.

Program Manager Report: Much will be happening with AAA and ACOA the next 12 months; Specifically Needs Assessment Survey, March will be month to plan out and create the survey; Survey to start in May and close in October; involve BOS to also fill out survey (?); ACOA ad-hoc committee with the survey process;
Survey Ad-Hoc committee: how and who; input to the survey: members include:
Anthony, Arthur Kee, Jim Donnelly, Jennifer Dornan, Richard Nahm

Request For Proposals (RFP) will be sent out to programs; we will be looking at criteria a bit more closely for programs with strong local presence; One organization to think about is the Rainbow Center and its work with Older LGBT residents;
Proclamation in May, which is Older Americans Month, for our county volunteers, about 150 volunteers within county programs (ACOA, HiCAP, TaxAide, etc.); This year's theme is CREATE, CONNECT, CONTRIBUTE.

AAA Survey Discussion: is the time frame too long? We need minimum of 2,000 respondents; Develop list of where to go to distribute survey and which agencies or groups we can engage to assist with survey.

Area Plan is to be completed by end of January 2020, then report to be presented in March 2020; due to Ca. Dept of Aging in May;

President's Report

C4A Capitol Day 2/28/2019

ByLaw Committee Richard Nahm, met with Jerry Richards, discussed ideas to speed process for filling vacancy, but due to regulations, require 20 day notification; Council Handbook; Federally mandated may be exempt from quorum restrictions; change to bylaw to allow alternates to 40

Committee and Workgroup chairs for 2019 to be reappointed in February this will be covered at meeting

Website- need ad-hoc committee for changes to our website No one volunteered, will present to ACOA membership at next meeting.

New Planning Committee members – Dennis Yee and Kevin Donovan

Committee Reports:

Planning Committee - Contractor's Presentation:

Family Caregivers Alliance, Christina Irving, Family Caregiver Alliance began in 1977 working with family who are non-professional caregivers, these are their clients, the caregivers; see a lot more caregivers working with family member with cognitive impairment;

Alzheimer's Disease and Related Disorders Association, Grace Liu, ALZ direct connect direct referral program; 2 ½ years after dx to reach out for help; developed HIPPA form for referral direct from the doctor or healthcare practitioner

Membership Committee Report - will be presenting the buddy system to the general membership- there is a handout that Jennifer produced that explains this; Informal document.

ACOA Members roster of/for Members- to be create d by Anthony; it will include assigned Seat, Name, email address, phone number, city of residence and county district number; members can opt out of having email, phone number or both from being published.

Health / Mental Health Work Group: Nicole Howell, Ombudsman Services and Dodi Zotigh, Mt Diablo Adult Ed CTEC Program Coordinator presented a newly developed CNA program that is new vision on creating CNA program dealing with new complex issues-person centered care curriculum; 11 week program; SNF are contributing \$1,000 per student to help with tuition costs.

Transportation Work Group: Are asking that all ACOA membership and workgroups be involved in 2020 event; this idea will be presented at each of the workgroups.

Legislative Work Group - kick off meeting in January was huge success; well attended by outside representative; will begin looking at recently introduced legislation.

Housing Work Group – Did not meet in January due to MLK Jr. holiday

Elder Abuse Prevention Work Group – absent; have not met this year

Senior Nutrition Project Council Report - Gail spoke of monthly council meetings and invited ACOA members to attend; Dietitian comes to these meetings; issue of isolation discussed at their meeting; New CCCafe Danville served 51 people.

Consent Calendar/ Consent Items –

- Paratransit Coordinating Council representative Mary Bruns, selected by E-C by vote and unanimous consensus
- Consider ACOA sponsoring 2020 Autumn event with all workgroups Mary Bruns spoke and handout of ideas was distributed to meeting attendees
- 1. Do we want to do this ? Unanimous vote for this
Steering committee: with Laura, Jim Donnelly, Mary Bruns and will also ask members of general meeting.
- 2. Topic ? To be determined by steering committee
- 3. Leadership role? To be determined by steering committee

Public Comment Shirley Krohn discussed senior rally day in Sacto May 7; congress and CSL to put on event; there are issues with the planning and a conflict with a conference in March

11:30 Adjourn